

City of Carrollton

*1945 E. Jackson Road
Carrollton, TX 75006*



REGULAR WORKSESSION & MEETING

Tuesday, April 7, 2026

5:45 PM

CITY HALL, 2nd Floor

City Council

*Mayor Steve Babick
Mayor Pro Tem Christopher Axberg
Deputy Mayor Pro Tem Daisy Palomo
Councilmember Jason Carpenter
Councilmember Richard Fleming
Councilmember Andrew Palacios
Councilmember Nancy Cline
Councilmember Rowena Watters*

*****PRE-MEETING / EXECUTIVE SESSION*******5:45 P.M. – COUNCIL BRIEFING ROOM**

1. Receive **information and discuss agenda.**
2. Council will convene in Executive Session pursuant to Texas Government Code:
 - **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty to the governmental body under the Texas Disciplinary Rules of Professional Conduct regarding confidential communication with the City Council.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

*****WORKSESSION*****

4. Receive **Public Safety Update.**
5. Consider **August Through December 2026 Council Meeting Dates.**
6. **Mayor And Council Reports And Information Sharing.**

*****REGULAR MEETING 7:00 PM*****

INVOCATION - Mayor Pro Tem Christopher Axberg

PLEDGE OF ALLEGIANCE - Councilmember Jason Carpenter

PRESENTATIONS

7. Present A **Proclamation To The North Texas Emergency Communications Center Recognizing National Public Safety Telecommunicators Week.**
8. Present A **Proclamation To CASA Of Denton County Recognizing Child Abuse Prevention Month.**

CITIZEN COMMENT

9. **Citizen Comment** is the opportunity for citizens/visitors to speak on items listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items not on the posted meeting agenda will have the opportunity to speak during the Public Forum.

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and city of residence prior to beginning your remarks; Speakers will be allowed up to 3 minutes for testimony; Speakers making loud, abusive, personal, defamatory, impertinent, profane, threatening, or impertinent remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, booing, and similar demonstrations will not be permitted; No placards, banners, or signs will be permitted in the Chambers or in any other room in which the Council is meeting. Any person who does not comply with these provisions is subject to removal or forfeiting their right to attend a future meeting. In accordance with the Texas Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

CONSENT AGENDA

*(*All items marked with a single asterisk are part of the Consent Agenda and require no deliberation by the Council. Council may approve all items in this section with a single vote. Each Council member has the prerogative of removing an item from this section so that it may be considered separately. Contracts and agreements are available upon request.)*

CONTRACTS & AGREEMENTS

- *10. Consider Authorizing The City Manager To Enter Into Agreements For Maintenance, Operations, And Repair (MRO) Supplies With Lowe's Home Centers, LLC And Home Depot Pro Through The Omnia Purchasing Cooperative In An Annual Amount Not To Exceed \$180,000.00.
- *11. Consider Authorizing The City Manager To Enter Into An Agreement With Tartan Oil, LLC To Purchase Motor Vehicle Fuel Through An Interlocal Agreement With Tarrant County In An Amount Not To Exceed \$1,500,000.00, Annually.
- *12. Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Ford F-150 Truck and Four (4) Ford F-250 Trucks From Caldwell Country Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$326,342.32.

- *13.** Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Ford F-350 and Two (2) Ford F-450 Trucks From Five Star Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$310,872.10
- *14.** Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) International CV515 Dump Truck and Two (2) International HV-607 Dump Trucks From Southwest International Trucks Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$503,054.79.
- *15.** Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Kenworth T480 Concrete Mixer From MHC Kenworth Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$215,887.74.

RESOLUTIONS

- *16.** Consider A Resolution Authorizing The City Manager To Execute An Easement Agreement With DMost Properties, LLC, For Mural And Exterior Improvements At 1011 S. Broadway Street.
- *17.** Consider A Resolution Adopting the Amended Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget.
- *18.** Consider A Resolution Authorizing Execution Of Easement Agreements For Parking Lot And Pedestrian Access Improvements For The Community Development Block Grant Funded Carrollton Black Cemetery Phase 1 Project.

PUBLIC HEARING - INDIVIDUAL CONSIDERATION

- 19.** Hold A Public Hearing To Consider An Ordinance Amending The Text Of The Comprehensive Zoning Ordinance (CZO) To Amend, Add, Or Delete Content Related To Providing Orderly Organization And Renumbering Of Chapter Articles Including All Titles And Modifications To Cross References Contained Within The Table Of Contents; Article II., Zoning Districts; Article XIII., Neighborhood Services District (Repealed); Article XVI.I., Interstate Overlay District; Article XVII., Reserved For Future Use; Article XX., Transit Center Districts; Article XX.1., Corporate Commercial District; Article XX.2., Gateway Overlay District; Article XX.3., Historic Preservation Overlay District; Article XX.4., Josey-Belt Line Redevelopment Overlay District; Article XXV., Landscape And Screening; And Adding A New Article XXVI., Reserved For Future Use. Case No. PLZT 2026-006 CZO Text Amendment - Articles Restructure.
- 20.** Hold A Public Hearing To Consider An Ordinance Amending The Text Of The Comprehensive Subdivision Ordinance (CSO) To Amend, Add Or Delete Content, Including Amendments To Article III. Procedures For Plat Approval, Section A. Procedure.; Article VI. Final Plat, Section B. General Provisions, 2. Procedure And 4. Content; Article VII. Replat, Section B. General Provisions, 4. Content.; And Article VIII. Miscellaneous Plats And Abandonments, Section E. Conveyance Plats. Related To Modifying Platting Procedures And Permitting Conveyance Of Lots On Both Final Plats And Replats. Case No. PLST 2025-207 CSO Text Amendment - Utility Signatures.

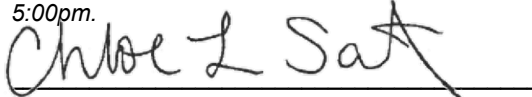
PUBLIC FORUM

21. **Public Forum** is the opportunity for citizens/visitors to speak on items not listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items on the posted meeting agenda will have the opportunity to speak during the Citizen Comment.

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ADJOURNMENT

CERTIFICATE - I certify that the above agenda giving notice of meeting was posted on the bulletin board at the City Hall of Carrollton, Texas on the 1st day of April 2026 at 5:00pm.


Chloe Sawatzky, City Secretary

This building is wheelchair accessible. To request accommodations or sign language interpretive services, please contact the City Secretary's Office at least 72 hours in advance by email at citysecr@cityofcarrollton.com or by phone at 972-466-3001. The City of Carrollton provides opportunities and services without regard to race, color, age, national origin, religion, sex, or disability.

Pursuant to Section 551.071 of the Texas Government Code, the City Council reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda. Further the Texas Open Meetings Act, codified in Chapter 551 of the Texas Government Code, does not require an agenda posting where there is a gathering of a quorum of the City Council at a regional, state or national convention or workshop, social function, convention, workshop, ceremonial event or press conference. The City Secretary's Office may post agendas for such events; however, there is no legal requirement to do so and in the event a notice is not posted for such functions, nothing shall preclude a quorum of the City Council from gathering as long as "deliberations" within the meaning of the Texas Open Meetings Act do not occur.

FIREARMS PROHIBITED at City Council meetings pursuant to Texas Penal Code Sections 46.035(c) and 30.05.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7585

Agenda Date:

Version: 1

Status: Pre-meeting

In Control: City Council

File Type: Procedural Item

Agenda Number: 1.

Receive information and discuss agenda.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 5215

Agenda Date:

Version: 1

Status: Executive session

In Control: City Council

File Type: Procedural Item

Agenda Number: 2.

Council will convene in **Executive Session** pursuant to Texas Government Code:

- **Section 551.071** for private consultation with the City Attorney to seek legal advice with respect to pending and contemplated litigation and including all matters on this agenda to which the City Attorney has a duty to the governmental body under the Texas Disciplinary Rules of Professional Conduct regarding confidential communication with the City Council.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 5218

Agenda Date:

Version: 1

Status: Executive session

In Control: City Council

File Type: Procedural Item

Agenda Number: 3.

Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7604

Agenda Date: 4/7/2026

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 4.

City Council Meeting Date: April 7, 2026

Date: March 30, 2026

To: Erin Rinehart, City Manager

From: Rex Redden, Executive Director of Public Safety

Receive **Public Safety Update**.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7603

Agenda Date: 4/7/2026

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 5.

City Council Meeting Date: April 7, 2026

Date: March 31, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

Consider **August Through December 2026 Council Meeting Dates.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 5231

Agenda Date:

Version: 1

Status: Work Session

In Control: City Council

File Type: Work Session Item

Agenda Number: 6.

Mayor And Council Reports And Information Sharing.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7601

Agenda Date: 4/7/2026

Version: 1

Status: Presentations

In Control: City Council

File Type: Presentations

Agenda Number: 7.

City Council Meeting Date: April 7, 2026

Date: March 31, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

**Present A Proclamation To The North Texas Emergency Communications Center
Recognizing National Public Safety Telecommunicators Week.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7602

Agenda Date: 4/7/2026

Version: 1

Status: Presentations

In Control: City Council

File Type: Presentations

Agenda Number: 8.

City Council Meeting Date: April 7, 2026

Date: March 30, 2026

To: Erin Rinehart, City Manager

From: Chloe Sawatzky, City Secretary

Present A **Proclamation To Casa Of Denton County Recognizing Child Abuse Prevention Month.**



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

Agenda Date:

Version: 1

Status: Public Forum

In Control: City Council

File Type: Public Forum

Agenda Number: 9.

Citizen Comment is the opportunity for citizens/visitors to speak on items listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items not on the posted meeting agenda will have the opportunity to speak during the Public Forum.

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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7589

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *10.

City Council Meeting Date: April 7, 2026

Date: March 20, 2026

To: Erin Rinehart, City Manager

From: Melissa Everett, Finance Director
Chrystal Davis, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into Agreements For Maintenance, Operations, And Repair (MRO) Supplies With Lowe's Home Centers, LLC And Home Depot Pro Through The Omnia Purchasing Cooperative In An Annual Amount Not To Exceed \$180,000.00.**

Background:

The request is to establish new citywide contracts with Lowe's Home Centers, LLC ("Lowe's") and Home Depot Pro ("Home Depot") using the Omnia purchasing cooperative, to provide a wide selection of maintenance, repair and operations (MRO) supplies and equipment for various departments. The Omnia contract provides discounts on items purchased in-store and online, as well as rebate tiers up to 7% based on total spend in a calendar year. Both vendors also provide up to a 20% discount on paint and supplies through their respective paint programs.

The contract also allows for the creation of complimentary pro accounts, which will help manage purchases made in-store and online across the approximately nine (9) departments that currently buy at either Lowe's or Home Depot, as well as others that want to use the account in the future. Ultimately, creating citywide contracts will enhance the ability to track department spend, receive in-store and online discounts, track annual rebates, and conduct analysis over the contract term to ensure compliance with City policies while enhancing internal controls.

Financial Implications:

The use of the Lowe's and Home Depot accounts will be limited to in-store and online purchases using the employee's P-Card and will be subject to fund availability from various department budgets in an amount not to exceed \$180,000.00. The contract with Omnia also provides the City discounts in-store and online, bulk pricing options, and rebates up to 7% based on hitting spend thresholds.

Impact on Community Sustainability:

This project supports and aligns with the City Council's goals and objectives of adapting business practices to respond to changing conditions and to allocate resources for optimal results.

Staff Recommendation/Action Desired:

Staff recommends City Council authorize the City Manager to enter into agreements with Lowe's Home Centers, LLC and Home Depot Pro through the Omnia purchasing cooperative in an annual amount not to exceed \$180,000.00.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7593

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *11.

City Council Meeting Date: April 7, 2026

Date: March 25, 2026

To: Erin Rinehart, City Manager

From: Dwayne Bianco, Fleet and Facilities Director
Shannon Hicks, Assistant City Manager

Consider Authorizing The City Manager To Enter Into An Agreement With Tartan Oil, LLC To Purchase Motor Vehicle Fuel Through An Interlocal Agreement With Tarrant County In An Amount Not To Exceed \$1,500,000.00, Annually.

Background:

This contract is for fuel purchases for City vehicles through an interlocal agreement with Tarrant County. The City currently purchases diesel and unleaded fuel annually through an existing interlocal agreement with Tarrant County. The third and final renewal for fuel with Tartan Oil, LLC was recently approved by Tarrant County.

The agreement with Tarrant County historically results in the best fuel pricing for the City since the County's network includes over 300 governmental entities. The State of Texas allows the purchase of commodities through interlocal agreements.

The contract with Tarrant County will be for one year.

Financial Implications:

The fuel will be purchased from budgeted funds for the cost centers and amounts as listed below.

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
General Fund	60650 - Mobile Equipment	\$1,230,000.00
Utility Fund	60650 - Mobile Equipment	<u>\$ 270,000.00</u>
		<u>\$1,500,000.00</u>

Impact on Community Sustainability:

This project supports and aligns with the City Council's goals and objectives to ensure our employees have appropriate resources and exemplify the Vision.

Staff Recommendation/Action Desired:

Staff recommend City Council authorize the City Manager to enter an agreement with Tartan Oil, LLC through an interlocal agreement with Tarrant County in an amount not to exceed \$1,500,000.00, annually.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7596

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *12.

City Council Meeting Date: April 7, 2026

Date: March 26, 2026

To: Erin Rinehart, City Manager

From: Dwayne Bianco, Director of Fleet and Facilities
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Ford F-150 Truck and Four (4) Ford F-250 Trucks From Caldwell Country Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$326,342.32.**

Background:

Fleet Services recommends the purchase of one (1) Ford F-150 truck and four (4) Ford F-250 trucks. Of these, one (1) F-150 and one (1) F-250 will be assigned to the Parks Department, one (1) F-250 will be assigned to the Animal Control Department, and two (2) F-250 trucks will be assigned to the Public Works Department. All vehicles being replaced are scheduled for retirement based on the Fleet Replacement Policy, which considers age, maintenance, and mileage.

These trucks will be purchased with customized lighting packages, truck bed configurations, and other options to meet the needs of the respective departments. All trucks will be used by department staff for daily operations.

Financial Implications:

The vehicles will be purchased using previously approved budget funds in the Fleet Replacement Fund and the Water Fund.

QUOTE:

F-150 (1 unit)	Replaces Parks Department Unit 4259	\$ 41,964.00
F-250 (1 unit)	Replaces Parks Department Unit 4244	\$ 55,281.00
F-250 (1 unit)	Replaces Animal Control Dep. Unit 4266	\$ 60,657.00
F-250 (2 units)	Replaces Water Department Unit 4238/4258	\$138,772.84

Contingency (if needed):	<u>\$ 29,667.48</u>
Total:	\$326,342.32

<u>ACCOUNT UNIT</u>	<u>ACCOUNT</u>	<u>BUDGET AMOUNT</u>
Fleet Replacement	Mobile Equipment	\$ 173,692.20
Water Fund	Mobile Equipment	\$ 152,650.12

Impact on Community Sustainability:

Purchasing these vehicles ensures that City employees have the resources necessary to perform their duties, which supports a City Council strategic goal.

Staff Recommendation/Action Desired:

Staff recommends that the City Council authorize the City Manager to approve a contract for the purchase of one (1) Ford F-150 crew cab truck and four (4) Ford F-250 trucks from Caldwell Country Ford, through an interlocal agreement with the BuyBoard Purchasing Cooperative, in an amount not to exceed \$326,342.32. This amount includes a 10% contingency, if needed.

Carrollton Fleet Replacement Schedule April FY 25-26

April 7, 2026	
Units Purchased	22
Purchases under 100k not needing council approval	5
Units Currently Being Presented to Council	12
Deferred Units	2
Approved ATB's*	2
Remaining Purchases Needed	26
Total	67

*Addition to Base units are included in Total of 67



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7597

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *13.

City Council Meeting Date: **April 7, 2026**

Date: March 26, 2026

To: Erin Rinehart, City Manager

From: Dwayne Bianco, Director of Fleet and Facilities
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Ford F-350 and Two (2) Ford F-450 Trucks From Five Star Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$310,872.10**

Background:

Fleet Services recommends the purchase of one (1) Ford F-350 and two (2) Ford F-450 Trucks to be assigned to the Public Works Department. All vehicles being replaced are scheduled for retirement based on the Fleet Replacement Policy, which considers age, maintenance and mileage.

These trucks will be purchased with customized lighting packages, truck bed configurations, and other options to fit the needs of the respective departments. All trucks will be used by department staff for daily operations.

Financial Implications:

The vehicles will be purchased using previously approved budget funds in the Fleet Replacement Fund.

QUOTE:

F-350	(1 unit)	Replaces Public Works Unit 5066	\$ 93,536.00
F-450	(1 unit)	Replaces Public Works Unit 5064	\$ 97,592.00
F-450	(1 unit)	Replaces Public Works Unit 5058	\$ 91,483.00
Contingency (if needed):			<u>\$ 28,261.10</u>
Total:			\$310,872.10

<u>ACCOUNT UNIT</u>	<u>ACCOUNT</u>	<u>BUDGET AMOUNT</u>
Fleet Replacement	Mobile Equipment	\$ 310,872.10

Impact on Community Sustainability:

Purchasing these vehicles ensures that City employees have the resources necessary to perform their duties, which supports a City Council strategic goal.

Staff Recommendation/Action Desired:

Staff recommends that the City Council authorize the City Manager to approve a contract for the purchase of one (1) Ford F-350 truck and two (2) Ford F-450 trucks from Five Star Ford, through an interlocal agreement with the BuyBoard Purchasing Cooperative, in an amount not to exceed \$310,872.10. This amount includes a 10% contingency, if needed.

Carrollton Fleet Replacement Schedule April FY 25-26

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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7598

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *14.

City Council Meeting Date: **April 7, 2026**

Date: March 26, 2026

To: Erin Rinehart, City Manager

From: Dwayne Bianco, Director of Fleet and Facilities
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) International CV515 Dump Truck and Two (2) International HV-607 Dump Trucks From Southwest International Trucks Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$503,054.79.**

Background:

Fleet Services recommends the purchase of one (1) International CV515 dump truck and two (2) International HV607 dump trucks assigned to the Public Works Department. All vehicles being replaced are scheduled for retirement based on the Fleet Replacement Policy, which considers age, maintenance, and mileage.

These trucks will be purchased with customized lighting packages, dump bed configurations, and snow plow and sand-spreading connections to meet the needs of the Public Works Department. All trucks will be used by department staff for daily operations.

Financial Implications:

International CV515 (1 unit) Replaces Public Works Unit 6019	\$ 108,151.60
International HV-607 (2 units) Replaces Public Works Unit 7058 & 7059	\$ 349,170.94
Contingency if needed:	<u>\$ 45,732.25</u>
Total:	\$ 503,054.79

ACCOUNT UNIT

Fleet Replacement

ACCOUNT

Mobile Equipment

BUDGET AMOUNT

\$ 503,054.79

Impact on Community Sustainability:

Purchasing these vehicles ensures that City employees have the resources necessary to perform their duties, which supports a City Council strategic goal.

Staff Recommendation/Action Desired:

Staff recommends that the City Council authorize the City Manager to approve a contract for the purchase of one (1) International CV515 dump truck and two (2) International HV-607 dump trucks from Southwest International Trucks, through an interlocal agreement with the BuyBoard Purchasing Cooperative, in an amount not to exceed \$503,054.79. This amount includes a 10% contingency, if needed.





Carrollton Fleet Replacement Schedule April FY 25-26

April 7, 2026	
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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7599

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type:
Contracts/Agreements

Agenda Number: *15.

City Council Meeting Date: **April 7, 2026**

Date: March 26, 2026

To: Erin Rinehart, City Manager

From: Dwayne Bianco, Director of Fleet and Facilities
Shannon Hicks, Assistant City Manager

Consider **Authorizing The City Manager To Approve A Contract For The Purchase Of One (1) Kenworth T480 Concrete Mixer From MHC Kenworth Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$215,887.74.**

Background:

Fleet Services recommends the purchase of one (1) Kenworth T480 concrete mixer to be assigned to the Public Works Department. This vehicle is being replaced in accordance with the Fleet Replacement Policy based on age, maintenance costs, and mileage. The unit will be used daily by Public Works staff to support the utility replacement program.

The concrete mixer will replace Unit 7062, a 2016 Kenworth T470.

Financial Implications:

MHC Kenworth T480 Concrete Mixer:	\$196,261.58
Contingency if needed:	<u>\$ 19,626.16</u>
Total:	\$215,887.74

<u>ACCOUNT UNIT</u>	<u>ACCOUNT</u>	<u>BUDGET AMOUNT</u>
Water Fund	Mobile Equipment	\$ 215,887.74

Impact on Community Sustainability:

Purchasing this vehicle ensures that City employees have the necessary resources to perform their duties effectively, supporting a City Council strategic goal.

Staff Recommendation/Action Desired:

Staff recommends that the City Council authorize the City Manager to approve a contract for the purchase of one (1) Kenworth T480 concrete mixer from MHC Kenworth, through an interlocal agreement with the BuyBoard Purchasing Cooperative, in an amount not to exceed \$215,887.74. This amount includes a 10% contingency, if needed.



Carrollton Fleet Replacement Schedule April FY 25-26

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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7600

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *16.

City Council Meeting Date: April 7, 2026

Date: March 30, 2026

To: Erin Rinehart, City Manager

From: Jenny Zeilfelder, Director of Economic Development

Ravi Shah, Executive Director of Development

Shannon Hicks, Assistant City Manager

Consider A Resolution Authorizing The City Manager To Execute An Easement Agreement With DMost Properties, LLC, For Mural And Exterior Improvements At 1011 S. Broadway Street.

Background:

This item is to consider a resolution authorizing the City Manager to execute an easement agreement for a mural located at 1011 S. Broadway Street in Historic Downtown Carrollton. The mural was installed in November 2025, and the easement allows the City to maintain and enhance the exterior surface where it is located.

Financial Implications:

Approval of this item does not result in any significant financial impact. A nominal payment of \$10.00 is required as consideration for the easement, and all costs associated with the mural were previously approved and funded under a separate agreement.

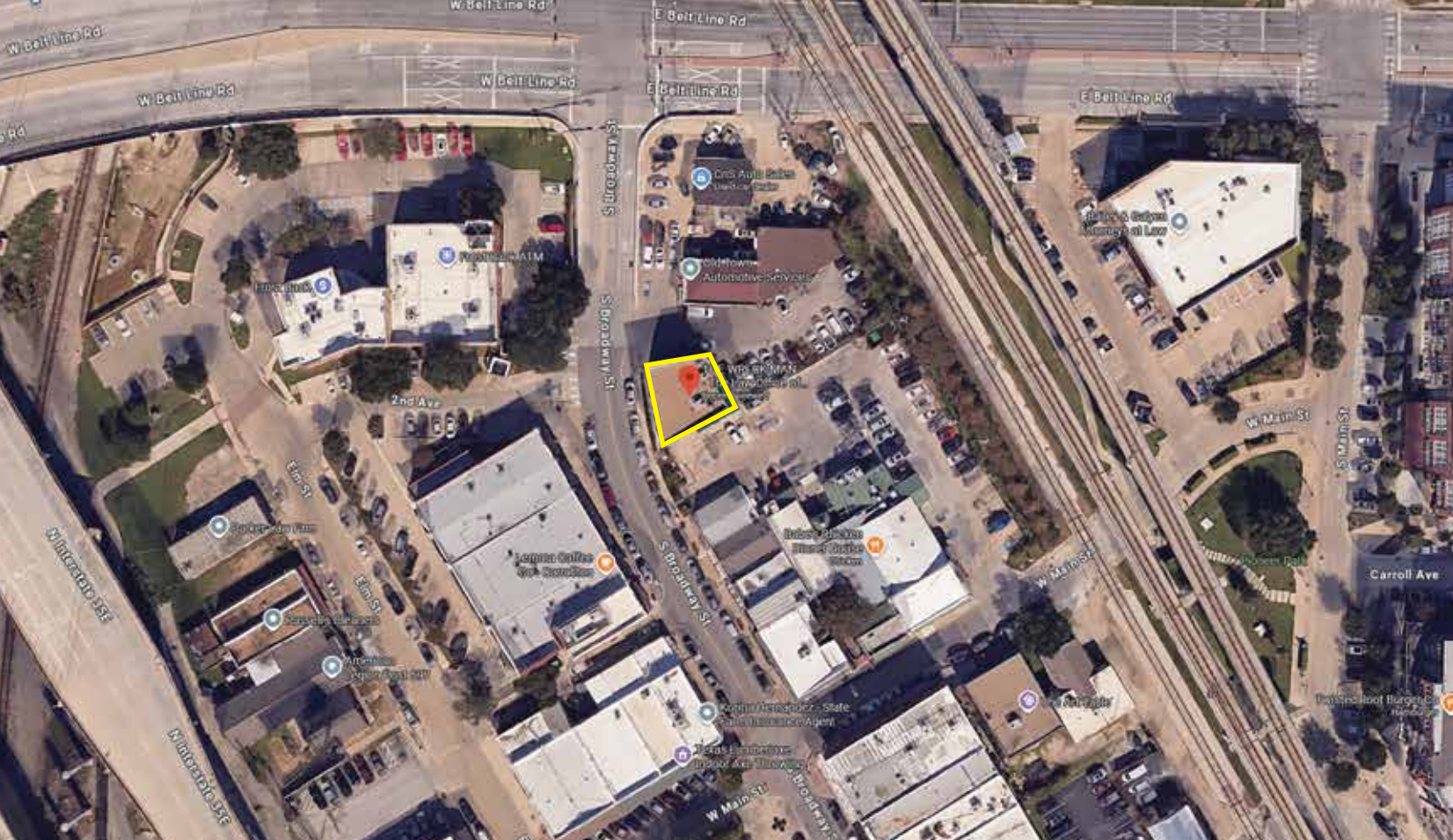
Impact on Community Sustainability:

The proposed mural will enhance the visual character of the downtown area by activating an existing building façade with public art. The installation contributes to ongoing placemaking efforts by fostering a more vibrant, engaging, and walkable environment for residents and visitors. Public art installations such as this mural support cultural expression, strengthen community identity, and encourage continued economic activity in Downtown Carrollton.

Staff Recommendation/Action Desired:

Staff recommends City Council approval of a resolution authorizing the acceptance of a mural

easement agreement for the property located at 1011 S. Broadway Street.



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE AN EASEMENT AGREEMENT WITH DMOST PROPERTIES, LLC FOR MURAL AND EXTERIOR IMPROVEMENTS AT 1011 S. BROADWAY STREET; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, DMOST Properties, LLC (“Grantor”) is the owner of property located at 1011 S. Broadway Street, Carrollton, Texas; and

WHEREAS, the City of Carrollton, Texas (“City”) desires to obtain an easement on a portion of the property for the purpose of installing and maintaining a public mural and related exterior improvements; and

WHEREAS, Grantor has agreed to grant the necessary easement rights to the City for such purposes; and

WHEREAS, the City Council finds that the installation of a public mural will enhance the visual character of the area and serve a public purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS THAT:

SECTION 1

All of the above premises to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The City Council hereby finds and determines that a public need and necessity exists for the City to accept the easement and execute all necessary documents for the use thereof, on property located at 1011 S. Broadway Street, which is generally set forth in the map attached hereto as Exhibit A (“Location Map”), and incorporated herein for all purposes.

SECTION 3

The City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

SECTION 4

This Resolution shall take effect immediately from and after its passage.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas
this 7th day of April, 2026.

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED TO FORM:

APPROVED TO CONTENT:

Meredith A. Ladd,
City Attorney

Jenny Zeilfelder,
Director of Economic Development



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7605

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *17.

City Council Meeting Date: **April 7, 2026**

Date: March 31, 2026

To: Erin Rinehart, City Manager

From: Cory Heiple, Environmental Services Director
Shannon Hicks, Assistant City Manager

Consider A **Resolution Adopting the Amended Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget.**

Background:

Due to an error, an incorrect version of the resolution adopting the Community Development Block Grant Amended Action Plan was presented for approval at the March 24, 2026, City Council meeting. The Amended 2025 Program Year Action Plan itself was not changed and reflects the version presented during the public hearing.

This item seeks Council's approval of the corrected resolution adopting the same Amended 2025 Program Year Action Plan and Budget, with the proper approval date. No substantive changes are proposed beyond correction of the error.

Several infrastructure projects originally approved in the Program Year 2025 Action Plan, including the Francis-Perry street replacement and the Brake, Kirby, and Cox infrastructure replacement projects, have experienced delays and are anticipated to occur in a subsequent program year. Additionally, the Scott Mill project has been deferred in order to prioritize completion of the Park Terrace mill and overlay project during the current program year. To maintain compliance with HUD timeliness requirements, staff proposes reallocating Program Year 2025 funds to eligible activities that can be completed within the required timeframe.

Financial Implications:

The PY 2025 Community Development Block Grant of \$755,813 in new financial resources for community development initiatives is a critical reinvestment in areas benefiting low- to moderate-income residents.

Impact on Community Sustainability:

Annually, the Carrollton Community Development Block Grant program secures, allocates, and administers approximately \$750,000 in new community development resources for use in the low- to moderate-income areas of the City. Long-term community sustainability is supported by significant financial reinvestment in aging neighborhoods, housing rehabilitation, code enforcement, and through the city's partnerships to address homelessness.

Staff Recommendation/Action Desired:

Staff recommends the City Council approval the Resolution to adopt the CDBG Program Year 2025 amended Action Plan and Budget.

*CDBG 2025
Program Action Year
Amended*



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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

This document represents the amended PY25 Action Plan for the second year of the 2024-2028 Five-Year Consolidated Plan for the City of Carrollton, Texas, and covers the 2025 Program Year. The City of Carrollton is expected to receive \$755,813 in Community Development Block Grant Funding (CDBG) from the U.S. Department of Housing and Urban Development (HUD) for the 2025 Program Year (PY25). The PY25 Action Plan builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, and community responses to the needs for Carrollton residents, who are of low- to moderate- income.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives found in the PY25 Action Plan follow the objectives outlined in the 2024-2028 Consolidated Plan submitted to HUD for the use of CDBG funds.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Carrollton's CDBG investments have been used in the past to make long lasting improvements to many low- to moderate- income neighborhoods. These investments have allowed housing stock to remain in good condition for property owners, retain affordability for low- to moderate- income renters who want to become homeowners; it has also allowed elderly residents to age in place.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process for the amended PY25 Action Plan included a public hearing before the Carrollton City Council on March 24, 2026. Also, a 30 day legal notice

was placed in the Dallas Morning News and amended PY25 Action Plan itself was posted on the City of Carrollton website.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

All public comments are accepted and reported, and none are denied inclusion into the initial submitted Action Plan. Any public comments can be found in the Citizen Participation Section of the initial and amended PY25 Action Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

No public comments are denied or not accepted as part of the initial or amended PY25 Action Plan Citizen Participation Process.

7. Summary

The amended PY25 Action Plan had a public hearing before the Carrollton City Council on March 24, 2026. The following comments were documented:

-

The City Council voted _____ to _____ the amended PY25 Action Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CARROLLTON	Environmental Services/Community Services

Table 1 – Responsible Agencies

Narrative (optional)

CDBG programs and funding are monitored within the Community Development Program, which resides within the Community Services Division of the Environmental Services Department for the City of Carrollton.

Consolidated Plan Public Contact Information

The 2024-2028 Consolidated Plan can be reviewed on the City of Carrollton's website at <https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg>

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of the 2024-2028 Consolidated Plan process the City of Carrollton consulted with residents and stakeholders (e.g., social service providers, local school districts, City departments and other community partners). Consultation included a stakeholder focus group, interviews, and a public meeting during a Neighborhood Advisory Commission meeting to obtain citizen participation in the Consolidated Plan process. The five-year Consolidated Plan serves as the guiding process for the Action Plans developed during the 2024-2028 timeline.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

As needed, the Community Services Division provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton. The amended PY25 Action Plan for the City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Carrollton is represented by Dallas County and Denton County in the two Continuums of Care that overlap the city's boundaries—the Dallas Area Consortium on Homelessness and the Denton County Consortium on Homelessness. Carrollton staff continue to participate with local social service agencies in the Point in Time Count to identify homelessness in the community. As shown by the count results, chronic homelessness is an emerging issue in the city. While a supportive partner to the Consortia's efforts to strategically address homelessness in the region, Carrollton's most direct efforts to

address the needs of homeless residents result from a strong partnership with Metrocrest Services, the area provider of all manner of services to assist vulnerable households.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Carrollton is not currently part of the area Continuum of Care networks and is represented by Dallas and Denton counties in the Dallas Area Consortium on Homelessness as well as the Denton County Consortium on Homelessness. Carrollton has a supporting role, offering assistance to agencies that are working to mitigate homelessness in the region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Metrocrest Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Services-Education Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Metrocrest Services is the primary provider of non-profit social services in the City of Carrollton. Metrocrest Services hosted a focus group for the Consolidated Plan and staff from Metrocrest Services were also notified of the proposed PY25 Action Plan and invited to discuss their needs and priorities through written comments or by attending either or both of the public hearings.
2	Agency/Group/Organization	Neighborhood Advisory Commission
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Neighborhood Advisory Commission (NAC) hosted a public forum attended by city staff, residents, and leaders of neighborhood organizations. The forum consisted of a presentation about the Consolidated Plan and a discussion of housing and community development needs in Carrollton's LMI neighborhoods. These are incorporated throughout the Consolidated Plan. Upon completion of the public hearing before the NAC, the NAC referred the proposed action plan for a second public hearing before the Carrollton City Council.
3	Agency/Group/Organization	Make It Count (formerly Bea's Kids)
	Agency/Group/Organization Type	Services - Housing Services-Children Services-homeless Services-Health Services-Education Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Make It Count (formerly Bea's Kids) were provided proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Make It Count were encouraged to submit written comments or attend either of the public hearings.
4	Agency/Group/Organization	Woven Health Clinic
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Health Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Woven Health was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Woven Health was also informed they could provide written comments or could attend either of the public hearing forums.
5	Agency/Group/Organization	CASA OF DENTON COUNTY
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CASA of Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. CASA of Denton County was encouraged to provide any written comments or to attend either scheduled public hearings.
6	Agency/Group/Organization	CHILDREN'S ADVOCACY CENTER FOR DENTON COUNTY
	Agency/Group/Organization Type	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Children's Advocacy For Denton County was provided a copy of the proposed plans for the PY25 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Children's Advocacy was informed they could provide written comments or attend either of the scheduled public hearings.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A; all relevant agencies and organizations were invited to participate in the five-year Consolidated Plan process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Denton & Dallas County Consortium for Homelessness	The goals of Denton County and Dallas County Consortium on Homelessness Continuum of Care were incorporated into the plan where applicable.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Carrollton participates in joint funding of the nonprofit organizations providing services to low- and moderate- income residents in many municipalities in the region. This cooperative funding promotes efficient delivery of services to residents in need and recognizes that needs do not end at jurisdictional boundaries but require regional solutions.

For the first time in PY22, General Funds and additional CDBG funding through Public Services activities were allocated to Metrocrest Services to address homelessness issues within the community. In PY25 the city will continue using the 15% Public Services allowance to allocate funding to Metrocrest Services and WOVEN Medical Clinic.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The amended PY25 Action Plan citizen participation process included legal posting in the Dallas Morning News for a 30 day public comment to changes in the amended Action Plan. The amended PY25 Action Plan was made available on the city web site for the public to access and comment on. A public hearing was held on March 24, 2026, before the Carrollton City Council to present the amended PY25 Action Plan and to ask for any public comments on the proposed changes.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	Pending	Pending	All comments would be accepted	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Minorities Persons with disabilities Non-targeted/broad community	Pending	Pending	All comments would be accepted	https://www.cityofcarrollt on.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg
3	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	Pending NAC Meeting	Pending	All comments would be accepted	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Carrollton was allocated \$755,813 in amended PY25 Action Plan funding from the U.S. Department of Housing and Urban Development (HUD). This funding will be used and allocated to the city's Minor Home Repair Program, Emergency Repair Program, funding for a Code Enforcement Officer to work in the low- to moderate- income target area, and to continue public service funding addressing homelessness through Metrocrest Services and medical services through WOVEN Medical Clinic. The city will also allocate funding for infrastructure projects within the city in the low- to moderate- income target area.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	755,813.00	0.00	972,537.00	1,728,350.00	0.00	CDBG funding for amended PY25 Action Plan includes annual allocation along with prior year resources which have not been allocated.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Community Services Division for the City of Carrollton is the lead agency for the implementation of the community development plan related to CDBG funding. Internally, the Community Services Division works in collaboration with all city departments to deliver projects, services, and other benefits to eligible neighborhoods and clients. Externally, the Division works with several social service agencies/organizations, so long as the need is documented and eligible under HUD regulations.

To effectively implement the Community Development Plan, funding comes from CDBG funds as well as General Funds allocated by the City Council. The City Council will make available an estimated \$500,000 in General Fund resources to fund agencies and organizations that are actively engaged in the provision of social services in Carrollton.

In exchange for the funding, the agencies and organizations work closely with the city in the provision of social services to all Carrollton citizens in need. The close partnership the city has with each agency grows with each year of collaboration. A total of four (4) staff in the Community Services Division are employed in the administration of CDBG grant funds and planning activity, to provide technical knowledge, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies principle social service providers for the City's funding:

- Make It Count (formerly Bea's Kids)
- CASA of Denton County
- Children's Advocacy Center for Denton County
- Metrocrest Services
- WOVEN Medical Clinic

The City meets with all its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provide technical assistance and professional expertise to further develop institutional structure for all agencies and organizations serving the low- to moderate- income citizens of Carrollton.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City would use city parks and city facilities located in the low- to moderate- income

target area to fulfill the goals of the 2024-2028 Five Year Consolidated Plan.

Discussion

Please see above

DRAFT

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Improve Neighborhood Infrastructure	2024	2028	Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Neighborhood Infrastructure Improvements	CDBG: \$1,100,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6555 Persons Assisted
2	Enhance Code Enforcement	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$90,000.00	Rental units rehabilitated: 1200 Household Housing Unit
3	Preserve Existing Housing Stock	2024	2028	Affordable Housing	City limits of Carrollton Texas CDBG LMI Target Area	Housing and Neighborhood Improvements	CDBG: \$135,000.00	Homeowner Housing Rehabilitated: 20 Household Housing Unit
4	Assist Service Providers	2024	2028	Homeless Non-Homeless Special Needs Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Public Services/Social Supports	CDBG: \$113,350.00	Homelessness Prevention: 300 Persons Assisted Other: 150 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Historical Rehabilitation	2024	2028	Non-Housing Community Development	CDBG LMI Target Area	Historical Rehabilitation	CDBG: \$50,000.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve Neighborhood Infrastructure
	Goal Description	CDBG funding to be used for infrastructure projects in the LMI area relating to city parks and neighborhood streets/alleys. For PY25 this would also include CDBG funding to remove handicap accessibility issues at Carrollton City Hall on the north and east sides of the building.
2	Goal Name	Enhance Code Enforcement
	Goal Description	CDBG funding to be used to provide salary and benefits for one code enforcement officer to work in the LMI area performing rental inspections in multi-family apartment communities
3	Goal Name	Preserve Existing Housing Stock
	Goal Description	CDBG funding to be used for the Minor Home Repair Program and Emergency Repair Program
4	Goal Name	Assist Service Providers
	Goal Description	CDBG funding as part of the allowed 15% Public Services cap will be used to assist Metrocrest Services assisting with Homelessness, and to WOVEN Medical Clinic to provide medical services to those of low- to moderate- income.
5	Goal Name	Historical Rehabilitation
	Goal Description	CDBG funding for phase 2 of rehabilitation at the state registered Historical Carrollton Black Cemetery to abate code violations and blight issues.

Projects

AP-35 Projects – 91.220(d)

Introduction

This section details the projects proposed for the PY25 Action Plan for the City of Carrollton, Texas.

Projects

#	Project Name
1	City Parks Projects
2	Housing Rehabilitation
3	Enhanced Code Enforcement
4	Infrastructure Projects in LMI area
5	Handicap Accessibility Project - City Hall
6	Public Services
7	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
8	Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priorities of the amended PY25 Action Plan are based on the needs in Carrollton, as described in the MA and NA sections of the city's 2024-2028 Consolidated Plan. Carrollton will allocate a total of \$1,728,350 in CDBG funding to meet these objectives.

1. \$190,000 City Park Projects
2. \$135,000 Housing Rehabilitation Projects
3. \$ 90,000 Enhanced Code Enforcement
4. \$1,000,000 Infrastructure Project in the LMI area (Park Terrace)
5. \$100,000 Accessibility Project for City Hall
6. \$113,350 Public Services
7. \$ 50,000 Historic Rehabilitation: Carrollton Black Cemetery Phase 2
8. \$ 50,000 Administration

Local obstacles for addressing underserved needs include the redevelopment and gentrification of areas in the city's LMI Target Area. These include the addition of new apartment communities with higher income thresholds for those to qualify to live on site,

and individuals of higher income residing within those units, thereby lowering the LMI threshold below 50% in certain areas. On a national level, the greatest obstacle for the future is the threat of the current presidential administration. The current presidential administration is seeking to abolish the CDBG program run through HUD along with other entitlement programs which will penalize those of low- to moderate- income who need of assistance and will no longer have any kind of safety net for them to fall back on.

DRAFT

AP-38 Project Summary

Project Summary Information

1	Project Name	City Parks Projects
	Target Area	CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$190,000.00
	Description	The following city parks in PY25 are included as activities as part of this project. Downtown Square Park, Thomas Park, Pioneer Park, and Rhoton Park. All of these parks are located in the low- to moderate-income areas identified through the census tracts and blocks.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The projects for these four parks are expected to benefit a total of 30,350 individuals of which 17,485 are considered low- to moderate-income. These projects would be addressing a 57.61% rate of low- to moderate- individuals living within the service areas of the park projects for the PY25 Action Year.
	Location Description	City park projects include activities at the Downtown Square Park at 1103 W. Main Street, Pioneer Park at 1199 S. Main Street, Thomas Park 1955 N. Perry Road, and Rhoton Park at 2250 Ridgedale Drive.
2	Planned Activities	Planned activities for Downtown Square Park include replacement lighting, repair to the gazebo, fountain repair/updating, and installation of picnic tables and chairs. Pioneer Park will have the installation of interactive music devices/artwork. Thomas Park will be replacement of water features in the children's splash pad area and resurfacing of sports courts in the park. Rhoton Park will involve resurfacing of the sports court.
	Project Name	Housing Rehabilitation
	Target Area	City limits of Carrollton Texas CDBG LMI Target Area
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$135,000.00

	Description	Housing rehabilitation will include funding to the Minor Home Repair Program and Emergency Repair Program to provide low-income residents with assistance on health and safety issues on their home.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The Minor Home Repair Program is expected to assist 15 families while the Emergency Repair Program will assist 5 families during PY25.
	Location Description	These programs are open to any low- to moderate- income families who qualify and live within the city limits of Carrollton. These two activities include but are not confined to the city's LMI Target Area.
	Planned Activities	Minor Home Repair projects are to be done on single-family homes for low- to moderate- income qualifying homeowners. This program does not include work on foundations, fences or retaining walls, or items off of the house as part of the Minor Home Repair Program. The Emergency Repair Grant for low- to moderate- income qualifying homeowners assists in making emergency repairs for immediate health and safety issues.
3	Project Name	Enhanced Code Enforcement
	Target Area	CDBG LMI Target Area
	Goals Supported	Enhance Code Enforcement
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$90,000.00
	Description	The Enhanced Code Enforcement will have a code enforcement officer who will work only in the low- to moderate- income areas of Carrollton.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The enhanced Code Enforcement Officer will address 1200 multi-family rental units and the families who reside within those units in the LMI Target Area.

	Location Description	The multi-family apartment units inspected by the Enhanced Code Enforcement Officer are all located within the city's designated LMI Target Area.
	Planned Activities	Perform annual exterior inspections of multi-family apartment complexes in the CDBG LMI Target Area. This will also include interior inspections of between 10% to 15% of total apartment units in these complexes to address code violations and to ensure a healthy and safe environment to live in.
4	Project Name	Infrastructure Projects in LMI area
	Target Area	CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$1,000,000.00
	Description	Infrastructure projects in the low- to moderate income area as defined by census information based on census tracts and blocks. Projects to be overseen by Public Work. This includes 1000-1200 block of Ryan Avenue, 1000-1100 block of Terrace Trail, 1000 block of Mountview Drive, 1700-1800 block of Ridge Road, 1000 block of Summit Circle, 1700 block of Summit Drive, 1000-1200 block of Park Avenue, 1700 Park Heights Circle, 1700 block of Vista Verde Circle, 1800 block of Haley Circle.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The planned activity for Park Terrace subdivision a total of 2055 LMI individuals.
	Location Description	Public Works will be repairing/replacing streets within the subdivision. This includes 1000-1200 block of Ryan Avenue, 1000-1100 block of Terrace Trail, 1000 block of Mountview Drive, 1700-1800 block of Ridge Road, 1000 block of Summit Circle, 1700 block of Summit Drive, 1000-1200 block of Park Avenue, 1700 Park Heights Circle, 1700 block of Vista Verde Circle, 1800 block of Haley Circle.
	Planned Activities	The activity will be performed by a city contractor monitored by the city's Public Works Department for repair of streets within the subdivision.

5	Project Name	Handicap Accessibility Project - City Hall
	Target Area	City limits of Carrollton Texas
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$100,000.00
	Description	Project to add additional handicap accessibility ramp on north side of city hall, and to repair/replace accessibility ramp on east side of city hall.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	The Accessibility project is expected to assist 3500 individuals who visit city hall each year.
	Location Description	This activity is to be performed at the Carrollton City Hall to remove obstructions for handicap accessibility to the building.
6	Planned Activities	This activity calls for the installation of a handicap ramp on the north side of the building allowing access by handicapped individuals from the north parking lot. Also, repair and replacement of the handicap accessway along the east side of the building from the east parking lot will be addressed. The east handicap has been the primary entrance way into city hall for those who are handicapped. However, over the years due to subsidence issues the ground has dropped significantly making it difficult for handicapped visitors to enter city hall.
	Project Name	Public Services
	Target Area	CDBG LMI Target Area
	Goals Supported	Assist Service Providers
	Needs Addressed	Public Services/Social Supports
	Funding	CDBG: \$113,350.00
	Description	Public services will provide funds to Metrocrest Services and Woven Medical Clinic to provide assistance with homelessness and health care to low-income residents.
	Target Date	9/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	A total of 450 families are expected to benefit from the activities proposed by Metrocrest Services and WOVEN Medical Clinic.
	Location Description	Assistance provided by both Metrocrest Services and WOVEN Medical Clinic are available throughout the city limits of Carrollton, which also includes the LMI Target Area.
	Planned Activities	Metrocrest Services is using Public Service Funding to assist 300 individuals/families being affected by homelessness issues. WOVEN Medical Clinic is using their Public Service Funding to assist low- to moderate- income residents in Carrollton with medical treatment and care.
7	Project Name	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
	Target Area	City limits of Carrollton Texas
	Goals Supported	Historical Rehabilitation
	Needs Addressed	Historical Rehabilitation
	Funding	CDBG: \$50,000.00
	Description	Phase 2 of rehabilitation of the Carrollton Black Cemetery to remove and abate code violations at the state registered historical cemetery.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	An unknown number of families would benefit from the proposed activities at this location.
	Location Description	The Carrollton Black Cemetery is listed on the roles of the Texas Historical Commission at 1615 W. Beltline Road. A review of the plats on file indicates the Cemetery is contained with the commercial property of 1525 W. Beltline Road.
	Planned Activities	This rehabilitation project is Phase 2 to remove code violations and blight. This phase includes removal of sign code violations, and installation of a security gate for the property.
	Project Name	Administration

8	Target Area	City limits of Carrollton Texas CDBG LMI Target Area
	Goals Supported	Improve Neighborhood Infrastructure Enhance Code Enforcement Preserve Existing Housing Stock Assist Service Providers Historical Rehabilitation
	Needs Addressed	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports Historical Rehabilitation
	Funding	CDBG: \$50,000.00
	Description	Administration will include legal notices, publications, and training.
	Target Date	9/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	An unknown number of families will be affected by the work performed within the Administration Activity based on the planned activities
	Location Description	Training, distribution of public informational material and legal postings of CDBG plans would be effective throughout the city including the CDBG LMI target area
	Planned Activities	Administration activities would involve ongoing training of the Community Development staff to expand their knowledge based on CDBG requirements, types of programs, projects and activities which may be beneficial to the residents of Carrollton and ensuring the city remains compliant with HUD guidelines. Posting of required legal notices for the yearly Annual Action Plan and the year end Consolidated Annual Performance and Evaluation Report (CAPER) and any amendments made to those reports. Costs would also cover development and distribution of informational material relating to projects and services available to the public.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For the amended PY25 Action Plan, CDBG funding for the NOTICE program will be allocated to CDBG-eligible priority neighborhoods. Neighborhoods receiving improvements are ranked according to infrastructure needs.

For the 2024-2028 Consolidated Plan, low- and moderate- income (LMI) areas were identified using the HUD provided Low- and Moderate- Income Summary Data (LMISD). The underlying data in the LMSID are from the 2016-2020 ACS.

The calculation used to identify LMI areas was:

1. Determine average household size by Census Tract using 2016-2020 ACS;
2. Determine the LMI ceiling by tract, which is 80% of the median family income limit closest to the tract-level average family size;
3. Using household income distribution data from the ACS, determine the number of households in the tract that earn less than the LMI ceiling;
4. Calculate the proportion of the tract's households that the LMI households represents.

During the amended PY25 Action Plan year, the City of Carrollton will allocate funding geographically toward Enhanced Code Enforcement of apartment communities within the NOTICE Priority Target Area of the city. Infrastructure projects were identified for city facilities, historical rehabilitation, and neighborhoods also located within the target area.

Geographic Distribution

Target Area	Percentage of Funds
City limits of Carrollton Texas	26
CDBG LMI Target Area	74

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Apartment communities located within the LMI Target Area are comprised of approximately 6,300 units. These multi-family communities tend to be older communities built during a period in which construction codes were weaker than they are currently. Also, some of the property owners of those multi-family communities in the LMI area at times fail to take

prompt action to maintain their properties on a regular basis, forcing the city to act to gain compliance so the residents may reside and live in a manner which is safe for their families. The Carrollton Black Cemetery is listed on the Texas State Historical Commission and the rehabilitation project will be Phase 2, which will address sign code violations and blight at the cemetery. Several city parks in the LMI Target Area will also be improved to provide residents with more amenities and enhancements which exist in newer city parks.

Discussion

Please see above.

DRAFT

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	300
Non-Homeless	20
Special-Needs	0
Total	320

Table 5 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	300
The Production of New Units	0
Rehab of Existing Units	20
Acquisition of Existing Units	0
Total	320

Table 6 - One Year Goals for Affordable Housing by Support Type

Discussion

The city through CDBG funding to Metrocrest Services will be addressing the needs of preventing homelessness in Carrollton for 300 individuals/families. The Minor Home Repair Program and Emergency Repair Program funded through CDBG will be aiming to address 20 households with health, safety concerns, and/or code violations.

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable as the City of Carrollton does not have a public housing authority.

Actions planned during the next year to address the needs to public housing

N/A

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section describes the activities planned during the PY25 Program Year to address the needs of persons who are homeless and other non-homeless special needs.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Outreach to persons experiencing homelessness is done through the City's partners, primarily Metrocrest Services. If City staff, such as members of law enforcement, code enforcement or other city departments, encounter persons experiencing homelessness, referrals to Metrocrest Services are made. The City of Carrollton allocates a portion of General Funds each year to support Metrocrest Services and other social service providers and their efforts to prevent homelessness and provide needed services to the homeless population. Further CDBG funding is provided directly to Metrocrest Services specifically aimed at and used to address homelessness in the community. The needs of persons who are homeless are assessed routinely as part of program provisions. In 2025, Carrollton continued to participate in the Point In Time Count, recognizing chronic homelessness is an emerging issue in Carrollton. Families meeting the McKinney-Vento definition of homelessness are identified by the school district and receive referrals to Metrocrest Services or other appropriate providers. Carrollton's philosophy is to put resources into the hands of local experts who are best positioned to assess and serve those experiencing homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to the creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wraparound services that are not always cost effective to provide in a smaller community like Carrollton; as such, Carrollton service providers and the city staff sometimes must refer individuals with more intensive supportive service

needs, such as permanently supportive housing, back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. The City also plans to make an estimated \$500,000 available General Funds to further fund social service activities. The City will also be allocating \$90,075 in CDBG funding to Metrocrest Services to specifically fund programs addressing homeless in Carrollton.

This includes funding organizations to provide counseling services, childcare, transitional housing, health care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, rental and utility payment assistance.

Services funded by Carrollton and delivered by Metrocrest Services to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education, including budgeting and financial management
- Wraparound services such as GED prep, employment services, education and certification at local colleges
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance
- Transportation assistance (DART passes, gas cards)
- Minor home repair assistance (seniors only)
- Seasonal programs: Holiday food and gifts, summer food, back to school supplies
- Tax preparation assistance
- Information and referral support

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make

the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Please see above

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Please see above

Discussion

Please see above

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City of Carrollton is in the process of completing its most recent Analysis of Impediments (AI) and is currently running in parallel to the PY25 Action Plan for public review. Therefore, for the PY25 Action Plan the city is reporting information based on the last completed AI performed in 2020. In 2020 the AI identified the following impediments:

1. The city's zoning and land use code could be improved to better align with best practices and minimize the potential for disparate treatment which affects people with disabilities.
2. Lack of affordable rental housing in Carrollton disproportionately impacts Hispanic residents and large families.
3. Residential credit is difficult to access for minority households in Carrollton.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The AI made the following recommendations to address the identified impediments:

1. The city incorporates an accommodation policy into the zoning and land use code to increase awareness and understanding of this policy.
2. Increase the inventory of affordable rentals in Carrollton by continuing to support the development of subsidized rentals which are affordable to residents earning less than \$25,000 up to \$50,000 per year.
3. Improve personal credit and financial literacy by working with nonprofit housing partners to offer Public Service Announcements and other forms of outreach regarding good lending decisions and how to be aware of predatory lending practices.
4. City should continue funding of home improvement and modification repair programs to assist low- to moderate- income residents with home improvements, accessibility modifications, and repairs that they cannot afford or for which they cannot access residential credit from the private sector.

Discussion:

Please see above.

DRAFT

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the city will undertake during the PY25 Action Plan to address residents' housing and community development needs.

Actions planned to address obstacles to meeting underserved needs

Limited funding and resources to address the most complicated situations (e.g., chronically homeless) are the primary obstacles to meeting underserved needs in Carrollton. CDBG funding in the amount of \$90,075 was allocated to Metrocrest Services to address homeless needs in Carrollton. Medical care options for those of low- to moderate- income have also become a concern. To help address this issue \$23,275 was allocated to WOVEN Medical Clinic to provide medical assistance to Carrollton residents who qualify as low- to moderate- income. The City will also allocate approximately \$500,000 in General Funds to its social service partners to help meet the basic unmet needs of residents, including food, medical care, clothing, and emergency housing assistance.

Actions planned to foster and maintain affordable housing

Housing actions will be accomplished through existing efforts to preserve affordable housing through neighborhood and housing unit improvement through the Minor Home Repair Program and by Enhanced Code Enforcement for inspections of multi-family apartment communities which serve those of low- to moderate- income.

Actions planned to reduce lead-based paint hazards

Mitigating lead-based paint hazards will mostly be accomplished through lead-paint testing and, if lead is found, abatement through the Minor Home Repair Program.

The City will also provide information regarding the hazards of lead-based paint and display and distribute materials on lead-based paint hazards during annual community events.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty efforts undertaken during the 2024-2028 Consolidated Plan period

are detailed in SP-70. During the Action Plan year, the following activities will be continued:

- Continue to plan for how to better coordinate local resources to increase educational opportunities for low-income persons to improve their ability to earn better wages.
- Examine the linkage between job training programs and local job creation efforts. Ensure job training matches expected and growing employment opportunities.
- Promote financial counseling and classes on budgeting and money management.
- Examine and identify opportunities for improvements in linkages between housing, employment and educational systems and/or facilities.
- Promote programs and training that help families-in-need to become more self-sufficient.

In addition, the Community Development staff will provide technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

Actions planned to develop institutional structure

The City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers to maximize the potential for being awarded funds by the state and federal government. Efforts to enhance coordination between the public and private sector will ensure needs are being properly addressed and resources are being maximized. One of Carrollton's strengths is the strong partnerships developed between city departments and local agencies, with the objective of most efficiently and effectively meeting local needs.

Actions planned to enhance coordination between public and private housing and social service agencies

Please see above.

Discussion:

Please see above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS,
ADOPTING THE AMENDED DRAFT PROGRAM YEAR 2025 COMMUNITY
DEVELOPMENT BLOCK GRANT ONE-YEAR PLAN OF ACTION AND BUDGET AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Carrollton, Texas (the City) is a Home Rule Municipality possessing the full power of local self-government pursuant to Article 11, Section 5 of the Texas Constitution, Section 51.072 of the Texas local Government Code and its Home Rule Charter; and

WHEREAS, the City of Carrollton is entitled to receive \$755,813 in the Community Development Block Grant funds from the United States Department of Housing and Urban Development in Program year 2025; and

WHEREAS, certain projects approved by City Council on July 8, 2025 for the Program Year 2025 Community Development Block Grant One-Year Plan of Action, including the Francis-Perry street replacement and Brake, Kirby, Cox infrastructure replacement, have experienced delays and are anticipated to occur in a subsequent program year; and

WHEREAS, in order to ensure the timely expenditure of Community Development Block Grant funds and continued compliance with program requirements established by the United States Department of Housing and Urban Development, the City has determined it necessary to reallocate Program Year 2025 funds to eligible activities that can be completed within the required timeframe; and

WHEREAS, the proposed revisions constitute a substantial amendment to the Program Year 2025 Community Development Block Grant One-Year Plan of Action in accordance with the City's Citizen Participation Plan; and

WHEREAS, the City Council conducted a public hearing on March 24, 2026, and thereby provided all person with an opportunity to present verbal and written testimony; and

WHEREAS, the City Council has been presented with and reviewed the amended Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget and is attached hereto as Exhibit "A", which is incorporated herein for all purposes; and

WHEREAS, the City Council has concluded the adoption of the amended Plan and Budget for the Program Year 2025 is in the best interest of the City and is for the purpose of securing additional community development resources for the primary benefit of low- and moderate-income citizens.

NOW, THEREFOR, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

SECTION 1

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and hereby approved, ratified and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The amended Program Year 2025 Community Development Block Grant One-year Plan of Action and Budget, which draft document is attached hereto and incorporated herein for all purposes, establishes the strategies and goals for the Carrollton Community Development Block Grant Program and is hereby adopted by the City Council.

SECTION 3

The City Manager is authorized to take all action necessary to effectuate the intents and purposes of this Resolution.

SECTION 4

This Resolution shall take effect upon passage.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas this 7th day of April, 2026.

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED TO FORM:

APPROVED TO CONTENT:

Meredith A. Ladd,
City Attorney

Cory Heiple,
Director Environmental Services



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7590

Agenda Date: 4/7/2026

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Resolution

Agenda Number: *18.

City Council Meeting Date: **April 7, 2026**

Date: March 20, 2026

To: Erin Rinehart, City Manager

From: Cory Heiple, Environmental Services Director
Shannon Hicks, Assistant City Manager

Consider A **Resolution Authorizing Execution Of Easement Agreements For Parking Lot And Pedestrian Access Improvements For The Community Development Block Grant Funded Carrollton Black Cemetery Phase 1 Project.**

Background:

This resolution authorizes the execution of easement agreements necessary for the construction of parking lot and pedestrian access improvements included in the Community Development Block Grant (CDBG)-funded Carrollton Black Cemetery Phase 1 Project. To facilitate construction of the project, the City must secure easement rights from Gateway Tire LLC and Romco Equipment Co.

The scope of work for the Carrollton Black Cemetery Phase 1 Project was approved by City Council as part of the Program Year 2024 Action Plan and Budget on August 6, 2024. The scope of the project includes a five-space parking lot and a lead walkway to the cemetery entrance. The project has been bid for construction and is currently pending execution of the required easement agreements prior to construction.

Financial Implications:

The City will pay a one-time fee of \$30 for the easement agreements.

Impact on Community Sustainability:

Annually, the Carrollton CDBG Program secures, allocates, and administers approximately \$700,000 in new community development resources for use in the oldest areas of the city. The CDBG Program supports long-term community sustainability by directing federal resources toward reinvestment in older areas of the city, including infrastructure improvements such as this project.

Staff Recommendation/Action Desired:

Staff recommend authorizing the City Manager to take all steps necessary to execute the easement agreements and take all steps necessary to secure the required easement rights in compliance with applicable laws and resolutions.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO EXECUTE EASEMENT AGREEMENTS FOR PARKING LOT AND PEDESTRIAN ACCESS IMPROVEMENTS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)-FUNDED CARROLLTON BLACK CEMETERY PHASE 1 PROJECT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Carrollton, Texas (“City Council”), approved the Carrollton Black Cemetery Phase 1 Project as part of the Program Year 2024 Community Development Block Grant (CDBG) Action Plan and Budget; and

WHEREAS, the project includes the construction of a five-space parking lot and a pedestrian walkway to provide improved public access to the Carrollton Black Cemetery; and

WHEREAS, the construction of the improvements requires easement rights on adjacent properties owned by Gateway Tire LLC and Romco Equipment Co.; and

WHEREAS, Gateway Tire LLC and Romco Equipment Co. have agreed to grant the necessary easement rights to the City of Carrollton, Texas (“City”) for the purpose of constructing and maintaining the parking lot and pedestrian access improvements; and

WHEREAS, the City Council finds that authorizing the execution of these easement agreements is in the public interest and supports the preservation and accessibility of a historic community resource.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS THAT:

SECTION 1

All of the above premises to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified, and incorporated into the body of this Resolution as if copied in their entirety.

SECTION 2

The City Council hereby finds and determines that a public need and necessity exists for the City to accept the easements and execute all necessary documents for the construction and use of a public parking lot, in those certain tracts of land necessary to complete the project, the location of which is generally set forth in the map attached hereto as Exhibit A (“Location Map”), and incorporated herein for all purposes.

SECTION 3

The City Manager is authorized to take those steps reasonable and necessary to comply with the intent of this Resolution.

SECTION 4

This Resolution shall take effect immediately from and after its passage.

DULY PASSED AND APPROVED by the City Council of the City of Carrollton, Texas this 7th day of April, 2026.

CITY OF CARROLLTON, TEXAS

Steve Babick, Mayor

ATTEST:

Chloe Sawatzky, City Secretary

APPROVED TO FORM:

APPROVED TO CONTENT:

Meredith A. Ladd,
City Attorney

Cory Heiple,
Director Environmental Services

**5 FOOT EASEMENT
BEING A 479 SQUARE FOOT PART OF
LOT 1, BLOCK A, CHURCH ON THE ROCK ADDITION
SITUATED IN THE ELIZABETH LAMAR SURVEY, ABSTRACT NO. 797
CITY OF CARROLLTON, DALLAS COUNTY, TEXAS**

BEING a 479 square foot tract of land situated in the Elizabeth Lamar Survey, Abstract Number 797, in the City of Carrollton, Dallas County, Texas, and being a part of Lot 1, Block A, Church on the Rock-North, Third Addition, an addition to the City of Carrollton, as shown to plat thereof recorded in Instrument No. 201100138878 of the Official Public Records of Dallas County, Texas (O.P.R.D.C.T.), and also being a part of that tract of land described in the Special Warranty Deed to Carrollton RGM, LLC, as recorded in Instrument No. 201600147019, O.P.R.D.C.T., said tract being more particularly described as follows:

COMMENCING at a point for the southwest corner of said Lot 1 and an ell corner of Lot 2, Block A of said Church on the Rock-North, Third Addition plat, from which a 1/2-inch iron rod found with cap stamped "Pacheco Koch" bears North 72 degrees 30 minutes East, a distance of 0.24 feet, from said point a 1/2-inch iron rod set with cap stamped "GLD" for the southwest corner of the Carrollton Community Cemetery as shown on said Church on the Rock-North, Third Addition plat, bears South 88 degrees 18 minutes 25 seconds East, a distance of 100.92 feet, and also from said point a 1/2-inch iron rod found with cap stamped "Pacheco Koch" (controlling monument) for a northeast corner of said Lot 2 and an angle point on the east line of said Lot 1 bears South 88 degrees 18 minutes 25 seconds East, a distance of 220.97 feet, and from said iron rod found with cap, a 1/2-inch iron rod found with cap stamped "Pacheco Koch" (controlling monument) for the south corner of said Lot 1 and an east corner of said Lot 2 bears South 41 degrees 48 minutes 07 seconds East, a distance of 365.13 feet;

THENCE North 02 degrees 33 minutes 29 seconds East, with the west line of said Lot 1 and a west line of said Lot 2, a distance of 111.94 feet to a point for corner and the **POINT OF BEGINNING** of the herein described tract of land;

THENCE North 02 degrees 33 minutes 29 seconds East, with the west line of said Lot 1 and west line of said Lot 2, a distance of 5.00 feet to a point for corner;

THENCE South 89 degrees 13 minutes 35 seconds East, departing the west line of said Lot 1 and west line of said Lot 2, a distance of 95.61 feet to a point for corner on an east line of said Lot 1 and the west line of said Cemetery Lot, from which a 1/2-inch iron rod set with cap stamped "GLD" for the northwest corner of said Cemetery tract bears North 00 degrees 01 minute 31 seconds West, a distance of 9.09 feet;

THENCE South 00 degrees 01 minute 31 seconds East, with the east line of said Lot 1 and the west line of said Cemetery Lot, a distance of 5.00 feet to a point for corner;

THENCE North 89 degrees 13 minutes 35 seconds West, departing the east line of said Lot 1 and the west line of said Cemetery Lot, a distance of 95.84 feet to the **POINT OF BEGINNING** and **CONTAINING**, in all, an area of 479 square feet or 0.0110 acres of land, more or less.

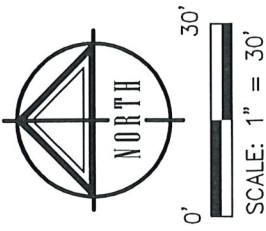
Basis of bearings is the Texas Coordinate System, North Central Texas Zone 4202 (NAD83) adjusted by a scale factor of 1.000152710 (TxDOT Collin County).

A survey map accompanies this legal description.


René M. Salinas
Registered Professional Land Surveyor
Texas No. 6093

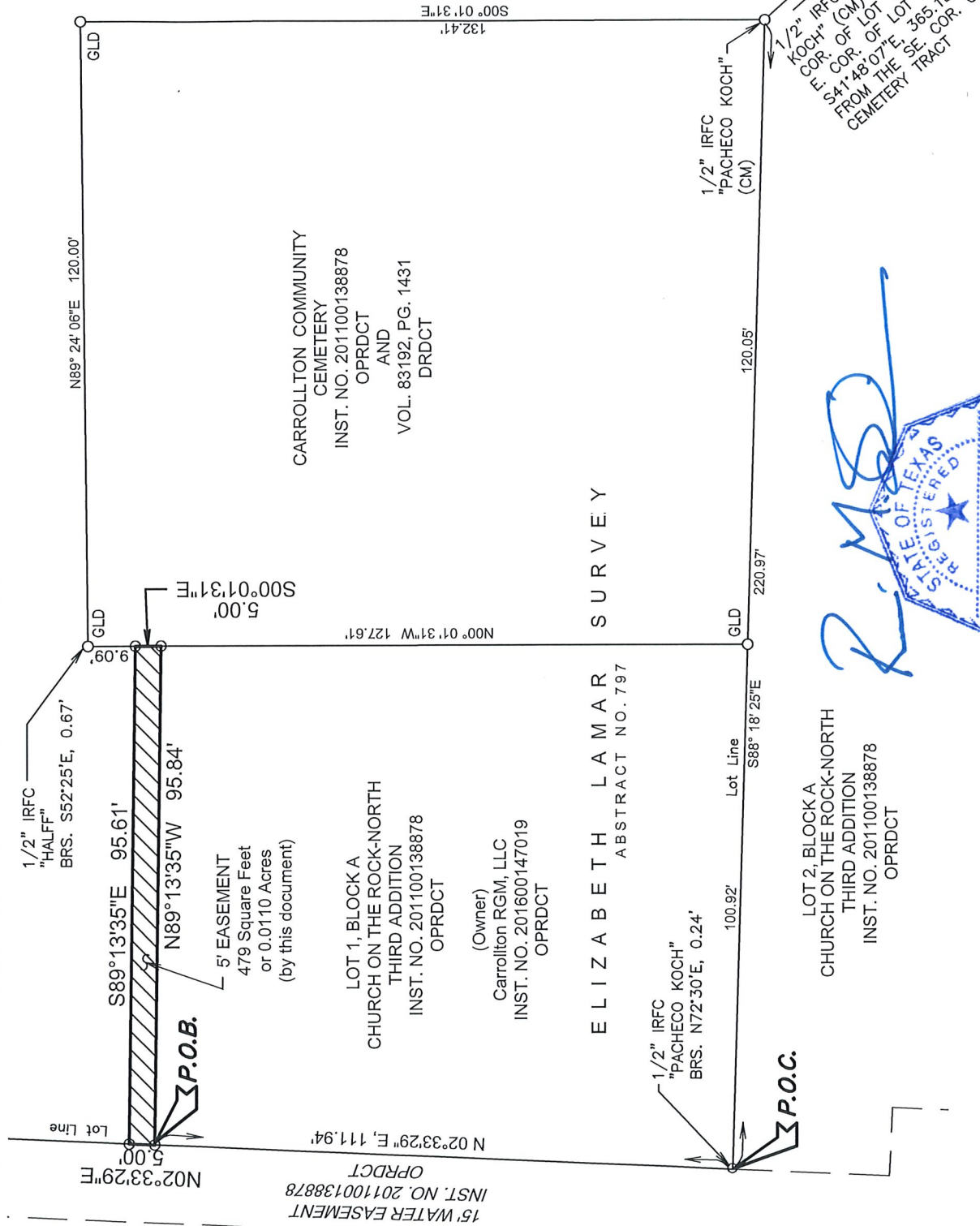


3/12/2026



LEGEND:

CM	Controlling Monument
DRDCT	Deed Records of Dallas County, Texas
INST. NO.	Instrument Number
IRF	Iron Rod Found
IRFC	Iron Rod Found w/Cap
GLD	1/2" Iron Rod Set w/"GLD" Cap
OPRDCT	Official Public Records of Dallas County, Texas
Pg.	Page
P.O.B.	Point of Beginning
P.O.C.	Point of Commencing
Vol.	Volume



5 FOOT EASEMENT
BEING A 479 SQUARE FOOT PART OF
LOT 1, BLOCK A, CHURCH ON THE ROCK ADDITION
SITUATED IN THE ELIZABETH LAMAR SURVEY, ABSTRACT NO. 797
CITY OF CARROLLTON, DALLAS COUNTY, TEXAS

DATE: 3/12/2026
PROJ: 5913
PAGE 2 OF 2



Notes:

1. BASIS OF BEARINGS is the Texas Coordinate System of 1983, North Central Zone (4202); All distances are surface adjusted using the project scale factor of 1.000152710 (TxDOT Collin County).
2. All corners are "point for corner", unless noted otherwise.
3. This map to accompany legal description.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7594

Agenda Date: 4/7/2026

Version: 1

Status: Public Hearing/Individual
Consideration

In Control: City Council

File Type: Public Hearing

Agenda Number: 19.

CC MEETING DATE: April 7, 2026

Date: March 24, 2026

To: Erin Rinehart, City Manager

From: Loren Shapiro, AICP, Planning Manager
Shannon Hicks, Assistant City Manager

Hold A Public Hearing To Consider An Ordinance Amending The Text Of The Comprehensive Zoning Ordinance (CZO) To Amend, Add, Or Delete Content Related To Providing Orderly Organization And Renumbering Of Chapter Articles Including All Titles And Modifications To Cross References Contained Within The Table Of Contents; Article II., Zoning Districts; Article XIII., Neighborhood Services District (Repealed); Article XVI., Interstate Overlay District; Article XVII., Reserved For Future Use; Article XX., Transit Center Districts; Article XX.1., Corporate Commercial District; Article XX.2., Gateway Overlay District; Article XX.3., Historic Preservation Overlay District; Article XX.4., Josey-Belt Line Redevelopment Overlay District; Article XXV., Landscape And Screening; And Adding A New Article XXVI., Reserved For Future Use. Case No. PLZT 2026-006 CZO Text Amendment - Articles Restructure.

BACKGROUND:

This is a city-initiated request for approval to amend the Comprehensive Zoning Ordinance (CZO) pertaining to the restructuring of all articles within the CZO. No regulatory content would be added, removed or modified under this amendment. Rather, this amendment includes the renumbering and relocation of specified articles, modifying article titles to improve consistency with nomenclature, and the utilization of reserved articles.

The amendments are proposed to improve organization of the document, to the benefit of staff, developers, residents and all other users of the CZO.

FINANCIAL IMPLICATIONS:

There are no financial implications on the current and future operating budgets regarding this request.

STAFF RECOMMENDATION/ACTION DESIRED:

On March 5, 2026, the Planning and Zoning Commission unanimously recommended approval of the proposed CZO text amendments.

Staff recommends **APPROVAL** of amendments to the CZO contained in the Results Sheet and adoption of the proposed ordinance.

RESULTS SHEET**Date:** 04/07/26**Case No./Name:** PLZT 2026-006 CZO Text Amendments – Article Restructure**A. STAFF STIPULATIONS AND RECOMMENDATIONS**

Staff recommends **APPROVAL** of the following zoning ordinance text amendments as provided below.

1. No regulatory content will be changed. Chapter titles and requirements will be assigned new article numbers, and any internal references will be updated to match those new numbers.
2. The Table below depicts the existing article structure contained within the CZO (left) compared with the restructuring proposed with this text amendment (right). Roman numeral numbers will become Arabic numbers. **(Text to be removed or modified are in red and new or moved language in green):**

Existing		Proposed	
Article I	Preamble	Article 1	Preamble
Article II	Zoning Districts	Article 2	Zoning Districts
Article III	Zoning District Boundaries	Article 3	Zoning District Boundaries
Article IV	Newly-Annexed Areas	Article 4	Newly-Annexed Areas
Article V	Use of Land (With Use Charts)	Article 5	Use of Land (With Use Charts)
Article VI	Interim Holding District	Article 6	Interim Holding District
Article VII	Single-Family Detached Residential Districts	Article 7	Single-Family Detached Residential Districts
Article VIII	Single-Family Attached Residential Districts	Article 8	Single-Family Attached Residential Districts
Article IX	Duplex/Triplex/Four-Plex Residential Districts	Article 9	Duplex/Triplex/Four-Plex Residential Districts
Article X	Multi-Family Residential Districts	Article 10	Multi-Family Residential Districts
Article XI	Mobile Home Residential District	Article 11	Mobile Home Residential District
Article XII	Office Districts	Article 12	Office Districts
Article XIII	Reserved For Future Use	Article 13	Corporate Commercial District
Article XIV	Local Retail Districts	Article 14	Local Retail Districts
Article XV	Commercial Districts	Article 15	Commercial Districts
Article XVI	Freeway Commercial District	Article 16	Freeway Commercial District

Existing		Proposed	
Article XVI.1	Interstate Overlay District	Article XVI.1	Contents moved to Article 17, Article Removed
Article XVII	Reserved for Future Use	Article 17	Overlay Districts (GWY, HP, I35E, JBL)
Article XVIII	Light Industrial District	Article 18	Light Industrial District
Article XIX	Planned Development Districts	Article 19	Planned Development Districts
Article XX	Transit Center District	Article 20	Transit Center Districts
Article XX.1	Corporate Commercial District	Article XX.1	Contents moved to Article 13, Article Removed
Article XX.2	Gateway Overlay District	Article XX.2	Contents moved to Article 17, Article Removed
Article XX.3	Historic Preservation Overlay District	Article XX.3	Contents moved to Article 17, Article Removed
Article XX.4	"JBL" Josey-Belt Line Redevelopment Overlay District	Article XX.4	Contents moved to Article 17, Article Removed
Article XXI	Special Use Permits	Article 21	Special Use Permits
Article XXII	Non-Conforming Uses	Article 22	Non-Conforming Uses
Article XXIII	Adult Entertainment	Article 23	Adult Entertainment
Article XXIV	Off-Street Parking	Article 24	Off-Street Parking
Article XXV	Landscape & Buffering	Article 25	Landscape & Buffering
Insert New Article		Article 26	Reserved For Future Use
Article XXVI	Outside Storage & Display	Article 27	Outside Storage & Display
Article XXVII	Performance Standards	Article 28	Performance Standards
Article XXVIII	Special Conditions & Development Standards	Article 29	Special Conditions & Development Standards
Article XXIX	Completion	Article 30	Completion
Article XXX	Permits	Article 31	Permits
Article XXXI	Changes & Amendments	Article 32	Changes & Amendments
Article XXXII	Board of Adjustment	Article 33	Board of Adjustment
Article XXXIII	Planning & Zoning Commission	Article 34	Planning & Zoning Commission
Article XXXIV	Definitions	Article 35	Definitions
Article XXXV	Penalty	Article 36	Penalty
Article XXXVI	Interpretations	Article 37	Interpretations
Article XXXVII	Preserving Rights	Article 38	Preserving Rights
Article XXXVIII	Validity	Article 39	Validity
Article XXXIX	Repealing	Article 40	Repealing
Article XL	Effective Date	Article 41	Effective Date

- a. Existing Articles XIII. and XVII. both “Reserved for Future Use” are to be reassigned Corporate Commercial District and Overlay Districts respectively.

- b. Regulations for Corporate Commercial would be moved from Article XX.1 to Article 13. Article XX.1 will be removed.
- c. Regulations for the Interstate Overlay District, Gateway Overlay District, Historic Preservation Overlay District, Josey-Belt Line Redevelopment Overlay District, in Articles XVI.1, XX.2, XX.3, and XX.4 respectively, will be combined and moved to a single chapter – Article 17. Overlay Districts. Therefore, Articles XVI.1., XX.2., XX.3. and XX.4. will be removed.
- d. Article XXVI will be marked “Reserved for Future Use”. The regulations for Outside Storage and Outside Display, currently in Article XXVI, will move to Article 27. All remaining article and chapter topics and regulations will shift forward, in order, through Article 41.

B. P&Z ACTION from P&Z meeting: 03/05/26

Result: APPROVAL

/Vote: 8-0 (Sartor absent)

C. CC PUBLIC HEARING / ORDINANCE ACTION from CC meeting: 04/07/26

Result:

/Vote:

SUMMARY OF PROPOSED CHANGES

Proposed amendments:

1. Replace Roman Numerals with Arabic Numerals in the table of contents, article titles and article cross references.
2. Relocate the contents of Article XX.1. Corporate Commercial District to Article XIII. “Reserved For Future Use” and rename to Article 13. Corporate Commercial District.
3. Relocate and consolidate the contents of Articles XVI.1. Interstate Overlay District, XX.2. Gateway Overlay District, XX.3. Historic Preservation Overlay District and XX.4. Josey-Belt Line Redevelopment Overlay District to Article 17. “Reserved For Future Use” and rename to Article 17. Overlay Districts.
- f. Reestablish Article XXVI. Reserved For Future Use, moving Outside Storage and Outside Display regulations to Article 27. All remaining article and chapter topics and regulations will shift forward in order through Article 41.
4. Renumber all articles accordingly and remove unused articles, including Articles XVI.1., XX.1, XX.2., XX.3. and XX.4.
5. Update cross references among articles consistent with these changes.

ZONING TEXT AMENDMENT

Case Coordinator: Shad Rhoten

SUMMARY OF PROPOSED CHANGES

Proposed amendments:

1. Replace Roman Numerals with Arabic Numerals in the table of contents, article titles and article cross references.
2. Relocate the contents of Article XX.1. Corporate Commercial District to Article XIII. “Reserved For Future Use” and rename to Article 13. Corporate Commercial District.
3. Relocate and consolidate the contents of Articles XVI.1. Interstate Overlay District, XX.2. Gateway Overlay District, XX.3. Historic Preservation Overlay District and XX.4. Josey-Belt Line Redevelopment Overlay District to Article 17. “Reserved For Future Use” and rename to Article 17. Overlay Districts.
- a. Reestablish Article XXVI. Reserved For Future Use, moving Outside Storage and Outside Display regulations to Article 27. All remaining article and chapter topics and regulations will shift forward in order through Article 41.
4. Renumber all articles accordingly and remove unused articles, including Articles XVI.1., XX.1, XX.2., XX.3. and XX.4.
5. Update cross references among articles consistent with these changes.

**Excerpt from Draft Minutes
Planning & Zoning Commission
Meeting of March 5, 2026**



**Minutes
City of Carrollton
Planning & Zoning Commission
March 5, 2026**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, March 5, 2026 at 6:30 p.m. in the Council Chambers at City Hall, 1945 E. Jackson Rd., Carrollton, Texas.

Commission Members Present:

Scott Windrow, Chair
Kathleen Foster
Jim Doyle, 1st Vice Chair
Al Overholt
Rusty Pendleton, Vice Chair
Terry Sullivan
Dave Hermon
Greg Kramer

Commission Members Absent:

Lou Sartor

Alternate:

No Alternates Present

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Shad Roten, Planner
Ed Green, Interim Director of Dev. Svcs.
Joe Haefner, Asst. City Attorney
Matthew Graham, Fire Marshal
John Romberger, Transportation Engineer
Lydia Tormos, Planning Technician

Guests Present:

Richard Fleming, Council Observer

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

PUBLIC HEARING

6. Hold A Public Hearing To Consider An Ordinance **Amending The Text Of The Comprehensive Zoning Ordinance (CZO)** To Amend, Add Or Delete Content, Related To Improving Organization By Renumbering Chapter Articles And Modifying Cross References Contained Within The Table Of Contents; Article II. Zoning Districts; Article XIII. Neighborhood Services District; Article XVII. Reserved For Future Use; Article XX. Transit Center Districts; Article XX.1. Corporate Commercial District; Article XXV. Landscape And Screening; Modifying Article XXVI. Reserved For Future Use; And Modifying Article XVII To Consolidate Articles XVI.1. Interstate Overlay District, XX.2. Gateway Overlay District, XX.3. Historic Preservation Overlay District, And XX.4. Josey-Belt Line Redevelopment Overlay District. **Case No. PLZT 2026-006 CZO Text Amendment – Articles Restructure.** Case Coordinator: Shad Rhoten.

Shad Rhoten, Planner, presented this item and advised it is a city-initiated request. He explained that no changes are suggested for content, only renumbering and combining different articles into one. He explained the proposed changes as follows:

1. Replace Roman Numerals with Arabic Numerals in the table of contents, article titles, and article cross reference.
2. Relocate the contents of Article XX.1. Corporate Commercial District to Article XIII. “Reserved For Future Use” and rename to Article 13. Corporate Commercial District.
3. Relocate and consolidate the contents of Articles XVI.1. Interstate Overlay District, XX.2. Gateway Overlay District, XX.3. Historic Preservation Overlay District and XX.4. Josey-Belt Line Redevelopment Overlay District to Article 17. “Reserved For Future Use” and rename to Article 17. Overlay Districts.
4. Reestablish Article XXVI. Reserved For Future Use, moving Outside Storage and Outside Display regulations to Article 27. All remaining articles and chapter topics and regulations will shift forward in order through Article 41.
5. Renumber all articles accordingly and remove unused articles, including Articles XVI.1., XX.1., XX.2., XX.3, and XX.4.
6. Update cross references among articles consistent with these changes.

A table reflecting the current text and proposed text was reviewed.

Chair Windrow opened the public hearing. There were no speakers.

- * ***Commissioner Pendleton moved to close the public hearing and approve Case No. PLZT 2026-006 CZO Text Amendment – Articles Restructure; second by Commissioner Foster. The motion was approved with a vote of 8-0, (Sator absent).***

ORDINANCE NUMBER _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS AMENDING ORDINANCE NUMBER 1470, OTHERWISE KNOWN AS THE COMPREHENSIVE ZONING ORDINANCE, TO AMEND, ADD OR DELETE CONTENT RELATED TO IMPROVING ORGANIZATION BY RENUMBERING CHAPTER ARTICLES AND MODIFYING CROSS REFERENCES CONTAINED WITHIN THE TABLE OF CONTENTS; ARTICLE II. ZONING DISTRICTS; ARTICLE XIII. NEIGHBORHOOD SERVICES DISTRICT; ARTICLE XVII. RESERVED FOR FUTURE USE; ARTICLE XX. TRANSIT CENTER DISTRICTS; ARTICLE XX.1. CORPORATE COMMERCIAL DISTRICT; ARTICLE XXV. LANDSCAPE AND SCREENING; MODIFYING ARTICLE XXVI. RESERVED FOR FUTURE USE; AND MODIFYING ARTICLE XVII TO CONSOLIDATE ARTICLES XVI.1. INTERSTATE OVERLAY DISTRICT, XX.2. GATEWAY OVERLAY DISTRICT, XX.3. HISTORIC PRESERVATION OVERLAY DISTRICT, AND XX.4. JOSEY-BELT LINE REDEVELOPMENT OVERLAY DISTRICT; PROVIDING PENALTY, SEVERABILITY, REPEALER AND SAVINGS CLAUSES; AND PROVIDING AN EFFECTIVE DATE ON AND AFTER ITS ADOPTION AND PUBLICATION.

WHEREAS, at a public hearing held on the Fifth day of March 2026, the Planning & Zoning Commission considered and made recommendation on a change to the Comprehensive Zoning Ordinance of the City of Carrollton (Case No. PLZT 2026-006); and

WHEREAS, the City Council conducted a public hearing on the Seventh day of April 2026, at which all persons were given an opportunity to present testimony; and

WHEREAS, the City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendment to the zoning laws would provide for and would be in the best interest of the health, safety, morals and general welfare of the residents of the City:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

Section 1.

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified and incorporated into the body of this Ordinance as if copied in their entirety.

Section 2.

Replace assigned Roman numerals with Arabic numerals in the Table of Contents, within all article titles throughout the Comprehensive Zoning Ordinance; relocate the contents of Article XX.1 Corporate Commercial District to Article XIII Reserved for Future Use and rename to Article 13 Corporate Commercial District; relocate and consolidate the contents of Articles XVI.1 Interstate Overlay District, XX.2 Gateway Overlay District, XX.3 Historic Preservation Overlay District, and XX.4 Josey-Belt Line Redevelopment Overlay District to Article 17 Reserved For Future Use and rename to Article 17 Overlay Districts; reestablish Article 26 Reserved For Future Use, moving Outside Storage Outside Display regulations to Article 27 with all remaining article and chapter topics and regulations thereafter shifting forward, in order, through Article 41; and to relocate and modify article number cross references in various chapters, and shall hereby be amended to read in accordance with Exhibit A attached hereto and incorporated herein its entirety.

Section 3.

Any person, firm or corporation violating a provision of this ordinance, upon conviction, is guilty of an offense punishable as provided in Section 10.99 of the Carrollton City Code.

Section 4.

The provisions of this ordinance are severable in accordance with Section 10.07 of the Carrollton City Code.

Section 5.

This Ordinance shall be cumulative of all provisions of ordinances of the City of Carrollton, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 6.

Ordinance Number 1470, otherwise known as the Comprehensive Zoning Ordinance, Chapter 153 of the Code of Ordinances, and the Official Zoning Map, as amended, shall remain in full force and effect.

Section 7.

This ordinance shall become and be effective on and after its adoption and publication.

PASSED AND APPROVED this the Seventh day of April 2026.

CITY OF CARROLLTON

By: _____
Steve Babick, Mayor

ATTEST:

Chloe Sawatzky
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Joseph Haefner
Assistant City Attorney III

Shad Rhoten, AICP
Planner

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ARTICLE 1 PREAMBLE

SECTION A. PURPOSE.

The zoning regulations and districts as herein established have been made in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the city. They have been assigned to lessen congestion in the streets; to secure safety from fire, panic and other dangers; to provide adequate light, air, and open space; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and to protect and preserve places and areas of historical and cultural importance and significance. They have been made with reasonable consideration, among other things, for the character of the district, and its particular suitability for the particular uses; and with a view of conserving the value of buildings and encouraging the most appropriate use of land throughout the City.

SECTION B. SHORT TITLE.

This ordinance shall be known and may be cited and referred to as the "Comprehensive Zoning Ordinance" to the same effect.

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 2 ZONING DISTRICTS

(Ord. No. 2835; 07/01/03) (Ord. No. 4261; 05/20/25) (Ord No. xxx; 04/07/2026)

SECTION A. ZONING DISTRICTS ESTABLISHED.

The City of Carrollton, Texas, is hereby divided into the following districts. The use, height, area, and other regulations as set out herein are uniform in each district. The districts shall be known as:

IH	Interim Holding District;	MF-18	Multi-Family Residential District;
SF-12/20	Single-Family Residential District;	MHP	Mobile Home Park District;
SF-10/18	Single-Family Residential District;	O-1	Office District;
SF-8.4/18	Single-Family Residential District;	O-2	Office District;
SF-8.4/16	Single-Family Residential District;	O-3	Office District;
SF-7/16	Single-Family Residential District;	O-4	Office District;
SF-7/14	Single-Family Residential District;	LR-1	Local Retail District;
SF-6.5/12	Single-Family Residential District;	LR-2	Local Retail District;
SF-5/12	Single-Family Residential District;	CC	Corporate Commercial District;
SF-PH	Single-Family-Patio Home District;	LC	Light Commercial District;
SF-A	Single-Family-Attached Residential District;	HC	Heavy Commercial District;
SF-TH	Single-Family Townhouse Residential District;	C/W	Commercial/Warehouse District;
D	Duplex Residential District;	FWY	Freeway District;
MF-12	Multi-Family Residential District;	LI	Light Industrial District;
MF-15	Multi-Family Residential District;	PD	Planned Development District;
		TC	Transit Center Districts;
			Overlay Districts;

(Ord. No. 1705, 05/07/91); (Ord. No. 1739, 10/01/91); (Ord. No. 1932, 08/17/93); (Ord. No. 2037, 11/15/94); (Ord. No. 2258, 04/15/97); (Ord. No. 2706, 07/16/02); (Ord. No. 2965, 04/19/05); (Ord. No. 3891, 12/11/18); (Ord. No. 4084, 06/21/2022 repealed the (NS) Neighborhood Service District in its entirety) (Ord. No. 4261; 05/20/25) repealed (HI) Heavy Industrial District in its entirety; (Ord. No. ____; 04/07/26)

ART. 2 ZONING DISTRICTS

SECTION B. OFFICIAL ZONING MAP.

The boundaries of the zoning districts set out herein are delineated upon the Official Zoning Map of the City of Carrollton, said map being a part of this ordinance as fully as if the same were set forth herein in detail.

1. If, in accordance with the provisions of this ordinance and Article 211 of the Texas Local Government Code, as amended, changes are made in district boundaries or other matters portrayed on the Official Zoning Map, such changes shall be entered on the Official Zoning Map promptly after the amendment has been ratified by the City Council. (*Ord. No. 3891, 12/11/18*)
2. All changes made on the Official Zoning Map will note on the map the ordinance number of such ordinance authorizing the map change.
3. No changes of any nature shall be made on the Official Zoning Map or to matter shown thereon except in conformity with the procedures set forth in this ordinance. Any unauthorized change of any nature by any person or persons shall be considered a violation of this ordinance and punishable as provided for hereafter.
4. Regardless of the existence of copies of the Official Zoning Map which may from time to time be made or published, the Official Zoning Map, which shall be maintained on the City's website and located in the Urban Development Department, shall be the final authority as to the current zoning status of land and water areas, buildings, and other structures within the City. (*Ord. No. 3891, 12/11/18*)
5. One updated copy of the Official Zoning Map shall be filed with the City Manager or Designee and shall be used for observation in issuing building permits, Certificates of Occupancy, and for enforcing the Comprehensive Zoning Ordinance.
6. One updated copy of the Official Zoning Map shall be filed with the City Manager or Designee for reference purposes and shall be maintained up to date by posting thereon all changes and subsequent amendments.
7. Reproductions for informational purposes may, from time to time, be made of the Official Zoning Map.
8. In the event that the Official Zoning Map becomes damaged, destroyed, lost or difficult to interpret because of the nature and/or number of changes or additions, the City Council may, by resolution, adopt a new Official Zoning Map, which shall supersede the prior Official Zoning Map, but no such correction shall have the effect of amending the original Official Zoning Map or any subsequent amendments thereof. The new Official Zoning Map shall bear the signature of the Mayor and attestation by the City Secretary under the following words:

"This is to certify that this Official Zoning Map supersedes and replaces the original Zoning Map referred to in Article 2 of Ordinance Number 1470 of the City of Carrollton, Texas."

ART. 2 ZONING DISTRICTS

9. Unless the prior Official Zoning Map has been lost or has been totally destroyed, the prior map or any significant parts thereof remaining shall be preserved, together with all available records pertaining to its adoption or amendment.
10. The existing zones or district boundaries are hereby re-established and district name designations are and shall be changed as follows:

CHANGE OF ZONING DISTRICT NAME DESIGNATION

FROM		TO	
(R-1)	Single-Family District	(SF-12/20)	Single-Family District
(R-2)	Single-Family District	(SF-10/18)	Single-Family District
(R-3)	Single-Family District	(SF-8.4/16)	Single-Family District
(R-4)	Single-Family District	(SF-7/14)	Single-Family District
(A)	Apartment District	(MF-18)	Multi-Family District
(GA)	Garden Apartment District	(MF-15)	Multi-Family District
(MF-1)	Multi-Family District	(MF-18)	Multi-Family District
(MF-2)	Multi-Family District	(MF-15)	Multi-Family District
(MF-3)	Multi-Family District	(MF-12)	Multi-Family District
(MF-15)	Multi-Family District	(MF-12)	Multi-Family District
(MF-20)	Multi-Family District	(MF-15)	Multi-Family District
(MF-25)	Multi-Family District	(MF-18)	Multi-Family District
(O)	Office District	(O-2)	Office District
(LR)	Local Retail District	(LR-2)	Local Retail District
(NS)	Neighborhood Services District	(LR-1)	Local Retail District
(C)	Commercial District	(HC)	Heavy Commercial District
(I)	Industrial District	(LI)	Light Industrial District
(HI)	Heavy Industrial District	(LI)	Light Industrial District

(Ord. No. 1557, 07/11/89); (Ord. No. 1739, 10/01/91); (Ord. No. 4084, 06/21/2022 repealed the (NS) Neighborhood Service District in its entirety) (Ord. No. 4261; 05/20/25 repealed (HI) Heavy Industrial District in its entirety)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 3
ZONING DISTRICT BOUNDARIES

The district boundary lines shown on the Official Zoning Map are usually along streets, alleys, property lines or extensions thereof. Where uncertainty exists with respect to the boundaries of districts as shown on the Official Zoning Map, the following rules shall apply:

1. Boundaries indicated as approximately following the centerlines of streets, highways, or alleys shall be construed to follow such centerlines;
2. Boundaries indicated as approximately following platted lot lines shall be construed as following such lot lines;
3. Boundaries indicated as approximately following city limits shall be construed as following city limits;
4. Boundaries indicated as approximately following railroad lines shall be construed to be the centerline of the right-of-way, or if no centerline is established, the boundary shall be interpreted to be the mid-point between right-of-way lines;
5. Boundaries indicated as following shorelines shall be construed to follow such shorelines. In the event of a change in the shoreline, the zoning district boundary shall be construed as moving with the actual shoreline. Boundaries indicated as approximately following the centerline of streams, rivers, canals, lakes, or other bodies of water shall be construed to follow such centerlines;
6. Boundaries indicated as parallel to or extensions of features indicated in paragraphs 1 through 5 of this Article shall be so construed. Distances not specifically indicated on the Official Zoning Map shall be determined by the scale of the Map;
7. Whenever any street, alley or other public way is vacated by official action of the City Council, or whenever such area is franchised for building purposes, the zoning district line adjoining each side of such street, alley or other public way shall be automatically extended to the centerline of such vacated street, alley or public way, and all area so involved shall then and henceforth be subject to all regulations of the extended districts;
8. In the case of a district boundary line(s) dividing a platted lot into two (2) or more parts, and in the absence of a specific legal description which delineates by ordinance such district boundary line(s), the district boundary line shall be construed to be the property line nearest the less restrictive district such that the development standards of the more restrictive district shall apply to the entire platted lot;
9. Where physical features on the ground are at variance with the information shown on the Official Zoning Map, or when there arises a question as to how or whether a parcel of property is zoned and such question cannot be resolved by the application of paragraphs 1 through 8 of this Article, the matter shall be forwarded to the Planning and Zoning Commission to interpret the intent of the Official Zoning Map. The Commission's decision on such matter shall be final.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 4
NEWLY ANNEXED OR UNPLATTED PROPERTY**

SECTION A. NEWLY ANNEXED PROPERTY.

All property annexed into the City of Carrollton after the effective date of this ordinance shall be temporarily zoned to the (IH) Interim Holding District until such property is permanently zoned by the City Council. The Planning and Zoning Commission shall, as soon as practicable after annexation of any property into the City, initiate proceedings on its own motion to give the newly annexed property a permanent zoning.

SECTION B. UNPLATTED PROPERTY.

1. The Planning and Zoning Commission of the City of Carrollton shall not approve any plat of any subdivision within the city limit of the City of Carrollton until the area covered by the proposed plat shall have been permanently zoned by the City Council.
2. The Planning and Zoning Commission shall not approve any plat of any subdivision within any area where a petition or ordinance for annexation or a recommendation for annexation to the City is pending before the City Council.
3. In the event the Planning and Zoning Commission holds a hearing on any proposed annexation, it may, at its discretion, at the same time hold a hearing upon the permanent zoning that is to be given to the area or tract to be annexed, and make a recommendation on both matters to the City Council so that the City Council can, if it so desires, act on the matter of permanent zoning and annexation at the same time.

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 5
USE OF LAND AND STRUCTURES

(Ord. No. 4297, 12/02/2025)

SECTION A. GENERAL.

1. The regulations set forth by this ordinance within each district shall be minimum regulations, and shall apply uniformly to each class or kind of structure or land, except as hereinafter provided.
2. No part of a yard, or other open space, or off-street parking or loading space required about or in connection with any structure or use for the purpose of complying with this ordinance shall be included as part of a yard, open space, or off-street parking or loading space similarly required for any other structure or use.
3. Every structure hereafter erected or altered shall be located on an official lot of record as herein defined.

SECTION B. NEW AND UNLISTED USES.

1. Because of the large number of economic activities within the national economy, some uses have been identified herein under the broad heading of its relevant economic activity. For such uses that may not be specifically listed herein, reference shall be made to Part I of the North American Industry Classification System, United States, 2022 edition, for an interpretation. Article 35 Definitions for uses listed herein override the North American Industrial Classification System descriptions. *(Ord. No. 1670, 11/20/90); (Ord. No. 3331, 10/06/09)*

It is recognized, however, that new types of land uses will develop, and forms of land use not currently anticipated may, from time to time, seek to locate within the City of Carrollton that are not listed within the North American Industry Classification System or not defined in Article 35. In order to provide for such changes and contingencies, a determination as to the appropriate classification of any new or unlisted form of land use shall be made as follows:

(Ord. No. 3331, 10/06/09)

- a. The City Manager or Designee shall refer the question concerning any new or unlisted land use to the Planning and Zoning Commission, requesting an interpretation as to the zoning classification into which such use should be placed. The referral of the use interpretation question shall be accompanied by a statement of facts listing the nature of the use and whether it involves dwelling activity, sales, processing, type of product, storage, and the amount and nature thereof, enclosed or open storage, anticipated employment, transportation requirements, the amount of noise, odor, fumes, dust, toxic material and vibration likely to be generated, and the general requirements for public utilities, such as water and sanitary sewer.
- b. The Planning and Zoning Commission shall consider the nature and described performance of the proposed use and its compatibility with the other uses permitted in the various districts and determine the zoning district or districts within which such use should be located.
- c. The Planning and Zoning Commission shall transmit its findings and recommendations to the City Council as to the classification proposed for any new or unlisted use. The City Council shall approve the recommendation of the Planning and Zoning Commission or make such determination

ART. 5 USE OF LAND AND STRUCTURES

concerning the classification of such use as it determines appropriate based upon its findings.

- d. The text of this ordinance shall be amended in accordance with the determination of the City Council, as prescribed in Article 32 of this ordinance. Such text amendment may be initiated subsequent to, or concurrent with, the procedures stated in paragraphs (a) through (c) above.

SECTION C. USE MATRIX.

Land and structures in each of the zoning districts may be used for any of the indicated uses, but no land shall hereafter be used, and no building or structure shall hereafter be erected, altered, converted, arranged, designed, or used for other than those uses specified as permitted uses in the district in which it is located, according to the Use Matrix, and in accordance with the provisions of the applicable Articles of this ordinance.

In some instances, planned developments of special use permits have been approved which provide a list of allowable uses in the amending ordinance whereby the unique numerical use code utilized in conjunction with this Article has been included in the amending ordinance. From time to time the numerical codes in this Article may be amended. Where the numerical use code contained in this ordinance creating the planned development district or special use permit is different for a particular use from the use code contained in this Article for the same use, such use shall remain valid as an allowed use to the extent permitted by the applicable planned development or special use permit ordinance. Provided, however, that such numerical use code contained in the planned development or special use permit ordinance shall become void, and have no bearing on the application of the provisions of the planned development or special use permit ordinance. (*Ord. No. 1670, 11/20/90*)

LEGEND FOR INTERPRETING USE MATRIX

- Use permitted in district indicated.
- Use prohibited in district indicated.
- S Use permitted only upon approval of a Special Use Permit. (Reference Article 21)
- SDP Use permitted only upon approval of a Special Development Plan.
- TSP Use permitted only upon approval of a Technical Site Plan.
- A Use permitted only as an accessory use incidental to a permitted principal use on the same lot or parcel.
- T Use permitted on a temporary basis only, upon approval of the City Manager or Designee.
- Im Use permitted on an interim basis only, and located on unplatted tracts of land.
- NEC Not elsewhere classified.
- * Refer to Article 35 Definitions

ART. 5 USE OF LAND AND STRUCTURES

ART 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(R)	(ALL IF DETACHED STRUCTURES)	(ALL IF ATTACHED STRUCTURES)	(D)	(ALL IF DETACHED STRUCTURES)	(HMF)	(O-1) (O-2)	(O-3) (O-4)	(UR-1)	(UR-2)	(CC)	(LQ)	(HC)	(C/M)	(PMT)	(LJ)	DOWNTOWN TRANSIT CENTER					Trolley Hub TC	Prohibited TC
																		Historic Square	Urban Core	Urban General	Urban Fringe			
ACCESSORY USES																								
C001	Accessory Use Located on a Separate Lot or Parcel from the Main Use *	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	SDP	S
C002	Adult Daycare Home or Day Activity and Health Service Facility (Ord. No. 4063, 05/26/05) *	A	A	A	A	A	A									A		A	A	A	A	A	A	A
C003	Amateur Radio/Television Towers (See Art. 26) *	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A							
C004	Automated Teller Machine (ATM) (Ord. No. 3940, 01/04/04) *									A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
440.120	Automobile or Light Load Truck Sales (Used) Accessory to New Automobile or Light Truck Sales Only (Ord. No. 3886, 12/11/03) *													A	A	A	A							
811.12	Automobile Paint and Body Shop-accessory use to New Automobile or Light Truck Sales Only (Ord. No. 4063, 05/26/05)											A	A	A	A	A	A							
5321	Automobile Equipment Rental and Leasing (incl. automobiles, motor vehicles, travel trailers) acc. to car dealers or Auto Paint and Body Shop													A	A	A	A							
811.1	Automobile or Light Load Truck Repair Garage accessory use to New Automobile or Light Truck Sales Only (Ord. No. 4063, 05/26/05)											A	A	A	A	A	A							
C005	Other Motor Vehicle Repair Garage *														A	A	A	A						
C006	Bus Parking or Storage (Accessory to an Institutional Use) *	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A							
C007	Cabana, Pavilion or Gazebo *	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
811.192	Car Wash, Full Service or Self Service or Automated (Accessory Use, Max. 1 wash bay)						A									A	A	A	A	A				
C008	Caretaker or Night Watchman's Quarters *													S	S	S		S						
C009	Carport *	A	A	A	A	A	A	A	A	S	S	A	A	A	A	A	A	A	A	A	A			A
C010	Drive-Through Windows (See Art. 26) *								A	A	A	A	A	A	A	A	A							
C011	Garage, Private (Residential) *	A	A	A	A	A	A												A	A	A	A		
C012	Guest House or Servant's Quarters (Ord. No. 2736, 10/01/97) *	A	A	A	A	A	A																	
C013	Golf and Recreational Sports Center, Private or Public *							A	A	A		A	A	A	A	A	A	A	A	A	A	A	A	A
C014	Kiosk, Food Sales and Service *											A		A	A	A	A	A	A	A			A	A
C015	Kiosk, Informational *		A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A			A
C016	Kiosk, No Food Sales or Service *											A	A	A	A	A	A	A	A	A	A	A	A	A
531.311	Leasing or Management Office *						A	A																
C017	Other Accessory Uses, NEC. *	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	SDP	S
C018	Outside Above Ground Storage of Flammable or Combustible Liquids or Hazardous Materials (Ord. No. 2705, 05/07/95, Ord. 3858, 11/09/04) *												A	A	A	A	A							
C019	Outside Display (See Art. 27) *											A	A	A	A	A	A	A	A	A			A	A
C020	Outside Storage (See Art. 27) *												A	A	A	A	A							
C021	Parking, Garage Structure, Accessory (Ord. No. 3936, 12/11/03) (Ord. No. 3940, 01/04/04) *					A	A		A	A	A	A	A	A	A	A	A	A	A	A	A	S	SDP	A
C022	Parking, Surface, Accessory (Ord. No. 3836, 12/11/03) (Ord. No. 3940, 01/04/04) *	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	S	S	S	S	A	S	A
C023	Parsonage or Rectory, accessory to a place of worship only *	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A					A		
C024	Private Greenhouse or Nursery *	A	A	A	A																			
C025	Registered and Licensed Child Care Homes or Licensed Family Homes *	A	A	A	A	A	A					A				A		A	A	A	A	A	A	A
C026	Satellite Television Reception Dish	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
C027	Smoking Lounge (Accessory Use to a Full-Service Restaurant Only) (Ord. 4066, 04/01/05; 4067 Ord. 4068 04/01/05) *											S	S	S	S	S	S	S	S	S	S	S	S	S
C028	Storage Building, Swimming Pool, Hot Tub or Sauna (Private)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
C029	Tennis Court, Lighted (Private)	S	S	S	S	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
C030	Tennis Court, Unlighted (Private)	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A

* - Permitted Use

[] - Prohibited Use

* - Refer to Article 35 for definition

S - Special Use Permit Required

TSP - Technical Site Plan Required

SDP - Special Development Plan

A - Permitted as an Accessory Use

T - Permitted as a Temporary Use

Im - Permitted on Interim Basis Only

ART. 5 USE OF LAND AND STRUCTURES

ART 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(D)	(ALL BP DETACHED DISTRICTS)	(ALL BP ATTACHED DISTRICTS)	(D)	(ALL BP DISTRICTS)	(H&I)	(O-1) (O-2)	(O-3) (O-4)	(A-1)	(A-2)	(C-1)	(C-2)	(C-3)	(C-4)	(C-5)	(C-6)	(C-7)	(C-8)	(C-9)	(C-10)	(C-11)	(C-12)	DOWNTOWN TRANSIT CENTER										Trinity Hills TC	Frankford TC																																																																																																																																																																																																																																																																																																																																																								
																								Midrise Square	Urban Core	Urban General	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe			Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe	Urban Fringe

CARROLLTON COMPREHENSIVE ZONING ORDINANCE
April 2026

CARROLLTON COMPREHENSIVE ZONING ORDINANCE
Updated May 2025

* - Permitted Use	S - Special Use Permit Required	A - Permitted as an Accessory Use
[] - Prohibited Use	TSP - Technical Site Plan Required	T - Permitted as a Temporary Use
* - Refer to Article 20 for definition	SDP - Special Development Plan	Im - Permitted on Interim Basis Only

ART. 5 USE OF LAND AND STRUCTURES

ART 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(D)	(ALL IF DETACHED) (DENSE CTB)	(ALL IF ATTACHED) (DENSE CTB)	(D)	(ALL IF DETACHED) (CTB)	(MFP)	(O-1) (O-2)	(O-3) (O-4)	(JLR-1)	(JLR-2)	(C-C)	(MC)	(HC)	(C/W)	(PMT)	(L-1)	DOWNTOWN TRANSIT CENTER				Trinity Hills TC	Frankford TC
																		Market Square	Urban Core	Urban General	Urban Fringe		
9. ARTS, ENTERTAINMENT, AND RECREATION																							
71213	Theater (excl. Adult Motion Picture/Theater) *										*	*	*	*	*	*	*	*	*	*	SDP	*	
7112	Arenas, Stadiums, Lighted Athletic Fields/Parks										S	S	S	S	S	S	S	S	S	S	SDP		
7121	Museums, Historical Sites & Similar Institutions							*	*	*	*	*	*	*	*	*	*	*	*	*			
713120	Commercial Amusement, Indoor (excl. Amusement Arcades and Adult Uses) *										*	*	*	*	*	*	*	*	*	*	SDP	*	
7131	Commercial Amusement, Outdoor (excl. Adult Uses) *														S	S	S						
71312	Amusement Arcades (excl. Adult Arcades) *										S	S		S	S	S	S	S	S	S	SDP	S	
71391	Golf Courses & Country Clubs	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	
71394	Fitness and Recreational Sports Center-(Private) (Jul. Au. 4001, 05/01/2021)										S	*	*	*	*	*	*	*	*	*			
71394	Fitness and Recreational Sports Center-(Public) (Jul. Au. 4001, 05/01/2021)	S	S	S	S	S	S	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	
C601	Event Centers and Reception Halls *							S	S	S	S	S	S	S	S	S	S	S	S	S	SDP	S	
C602	Smoking Lounge (Jul. 4001, 05/01/2021; Auditorium 4001, 05/01/2021) *										S	*	*	*	*	*	*	*	*	*	S		
712190	Park *	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
71399	All Other Amusement & Recreation Uses & Activities (Jul. 4001, 05/01/2021; Auditorium 4001, 05/01/2021)										S	S	S	S	S	S	S	S	S	S	S	S	
10. OFFICE																							
C1001	Office, Professional and General Administrative *							*	*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
C1002	Office, Medical Services *							*	*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
11. HEALTH CARE AND SOCIAL ASSISTANCE																							
622110	Hospital, General Medical and Surgical							S	S			*	*	*	*	*	*						
62221	Psychiatric & Substance Abuse Hospitals							S	S			S					S						
621910	Ambulance Services										*	*	*	*	*	S	*						
6231	Nursing Care Facilities (Skilled Nursing Facilities)					S		S	S	S	S		S	S	S	S	S						
6232	Residential Intellectual & Developmental Disability, Mental Health & Substance Abuse Facilities					S		S	S	S	S	S	S										
6233	Continuing Care Retirement Communities & Assisted Living Facilities for the Elderly					*		*	*	*	*	*	*										
6239	Other Residential Care Facilities					S		S	S	S	S	S	S										
C1101	Community Home		*	*	*	*	*																
62411	Child, Youth, Elderly & Persons with Disabilities Services							*	*	*	*	*	*	*	*	*	*						
62419	Other Individual & Family Services							*	*	*	*	*	*	*	*	*	*						
62421	Community Food Services							*	*	*	*	*	*	*	*	*	*						
62422	Community Housing Services					S		S	S	S	S	S	S										
62423	Emergency & Other Relief Services					S		S	S	S	S	S	*	*	*	*	*						
6243	Vocational Rehabilitation Services							*	*	*	*	*	*	*	*	*	*						
6244	Child Day Care Service (Includes State-defined "licensed child care centers" but not "registered & licensed child care homes" or "licensed family homes") *							S	S	S	S	S	S	S	S	S	S						
C1102	Personal Care Home *					S		S	S	S	S	S	S										
C1103	Other Health Care & Social Assistance Establishments, NEC.							S	S	S	S	S	S	S	S	S	S						
* - Permitted Use [] - Prohibited Use * - Refer to Article 35 for definition S - Special Use Permit Required TSP - Technical Site Plan Required SDP - Special Development Plan A - Permitted as an Accessory Use T - Permitted as a Temporary Use Use - Permitted on Interim Basis Only																							

ART. 5 USE OF LAND AND STRUCTURES

ART. 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(DR)	(ALL DP DETACHED DENSE CTB)	(ALL DP ATTACHED DENSE CTB)	(DR)	(ALL NP DISTRICTS)	(HDP)	(O-1) (O-2)	(O-3) (O-4)	(JLR-1)	(JLR-2)	(C-C)	(C)	(H)	(C/W)	(HWT)	(L)	DOWNTOWN TRANSIT CENTER				Trinity Mills TC	Frankford TC
																		Market Square	Urban Core	Urban General	Urban Fringe		
12. RETAIL																							
441110	Automobile or Light Load Truck Sales (New) *												S	S	S	S	S						
441120	Automobile or Light Load Truck Sales (Used) *																S						
4412	Other Motor Vehicle Sales *												S	S	S		S						
C1201	Automobile, Motor Vehicle, and Watercraft Parts Sales *										S		*	*	*		*						
C1202	Retail *								*	*	*	*	*	*	*	*	*	*	*	*	SDP	S	
C1203	Smoke Shop/Retailer (Ord. 4088, 04/03/2022; Ord. 4089, 06/01/2022) *								*	*	*	*	*	*	*	*	*				S	S	
C1204	Retail Store, in excess of 75,000 sq. ft. of GLA *										S	S	S	S	S	S	S						
C1205	Retail Store, in excess of 30,000 sq. ft. of GLA *										*	*	*	*	*	*	*	S	S	S	SDP	S	
4471	Gasoline Station										S	S	S	S	S	S	S		S				
442310	Beer & Wine Off-Premise (Liquor sales for off premise consumption is not allowed in Carrollton)								*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
C1206	Alcoholic Beverage Sales, On Premise *										S	S			S		S			SDP	S		
423960	Auction Sales (Without outside auction activity, outside display or storage)											S	S	*		*							
C1207	Artisan Workshop *							*	*	*	*	*	*	*	*	*	*	*	*	*			
722511	Restaurant, Full-Service *							*	*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
722513	Restaurant, Limited-Service *							*	*	*	*	*	*	*	*	*	*	*	*	*	SDP	*	
C1208	Snow Cone Stand *								T	T	T	T	T	T	T	T	T						
444220	Outdoor Nursery or Garden Center (Ord. No. 4035, 10/13/21)										T					*	*	*					
13. VEHICLE AND EQUIPMENT SERVICES AND REPAIR																							
C1301	Automobile or Light Load Truck Repair Garage *										S		*	*	*	S	*						
811121-811122	Window Tint, Window Replacement, and/or Vehicle Wrap * (Ord. No. 4081, 03/02/22)										*		*	*	*	S	*						
C1302	Other Motor Vehicle Repair Garage *												S	*	*	*	*						
81112	Automobile, Motor Vehicle, Heavy Load Truck and Watercraft Paint and Body Shop										S		*	*	*	S	*						
811196	Automobile Quick Lube, Tire Service, and/or Inspection (Ord. No. 4081, 03/02/22)										S		*	*	*	S	*						
811192	Car Wash, Full Service, or Automated (Principal Use)										S		*	*	*	S	*						
811192	Car Wash, Self-Service (Principal Use)										S		*	*	*	*	*						
8113	Commercial and Industrial Machinery and Equipment (except Automotive and Electronic) Repair and Maintenance												*	*	*	*	*						
40841	Motor Vehicle Impound Yard (Accessory or Principal Use) (Ord. No. 2096, 06/03/16)												S			S							
402140	Motor Vehicle Wrecking or Salvage Yard															S							
C1303	Repair & servicing of items in the same district where the manufacturing or assembly of such items is permitted (Reference applicable manufacturing or assembly use.)											S				*	*						
C1304	Repair & servicing of items in the same district where the manufacturing or assembly of such items is permitted upon approval of an SLP.											S				S	S						
8114	Personal and Household Goods Repair and Maintenance										*	*	*	*	*	*	*						
C1305	Other Repair Services, NEC.											S	S	S	S	S							
14. WAREHOUSE, DISTRIBUTION AND STORAGE																							
C1401	Warehouse/Distribution *										S				*	S	*						
C1402	Product Assembly *										S				*	S	*						
42471	Bulk Stations and Storage Terminal (Petroleum)																	S					
42469	Other Chemicals & Allied Products												S	S	S								
423930	Recyclable Material																S						
42459	Other Farm Products Raw Materials	*											S	S	*		*						
521130	Mini-Storage Warehouse (Self-Storage Units)											S	S	*	*	*							

* - Permitted Use
[] - Prohibited Use
* - Refer to Article 35 for definition

S - Special Use Permit Required
TSP - Technical Site Plan Required
SDP - Special Development Plan

A - Permitted as an Accessory Use
T - Permitted as a Temporary Use
SD - Permitted on Interior Basin Only

ART. 5 USE OF LAND AND STRUCTURES

ART. 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								

ART. 5 USE OF LAND AND STRUCTURES

ART 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(DT)	(ALL SP-DETACHED DETACHED)	(ALL SP-ATTACHED DETACHED)	(D)	(ALL MP-DETACHED)	(MP)	(O-1) (O-2)	(O-3) (O-4)	(O-1)	(O-2)	(OC)	(LC)	(MC)	(C/M)	(MT)	(L)	DOWNTOWN TRANSIT CENTER				Totally Mobile TC	Workforce TC
																		Historic Square	Urban Core	Urban General	Urban Fringe		
16. TRANSPORTATION																							
401	Air Transportation and Related Support											S	S	S	S	S							
402	Rail Transportation	*	*	*	*	S	S	*	*	*	*	*	*	*	*	*	*	S	S	S	S	SDF	*
404	General Freight Trucking													*	*	*							
405	Urban Transit System	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	*				SDF	S	
406	Taxi & Limousine Service, with on-site vehicular storage or maintenance													*	*	*							
4054, 4055, 407	Charter Bus Industry, School & Sightseeing Transportation, School & Employee Bus Transportation, with on-site vehicular storage or maintenance												S	S	S	*							
409	Other Transit & Ground Passenger Transportation					S		S	S	S	S	S	S	S	S	S							
4061	Pipeline Transportation	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S							
405112	Railroad Passenger Terminal																	S			SDF	S	
4062	Support Activities for Rail Transportation											S	S	S	S	S							
4064	Support Activities for Road Transportation													S		S							
4021	Couriers and Delivery Services with on-site vehicular storage											*	*	*	*	S	*						
17. VEHICULAR PARKING AND STORAGE																							
C1701	Required Parking Offsite within 300 Feet of the Primary Use (see 4061, 4062, 4063) *							S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	
C1702	Parking Garage Structure (Principal Use) (see 4061, 4062, 4063) *	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	SDF	S	
C1703	Parking, Surface (Principal Use) (see 4061, 4062, 4063) *	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	
S1263	Travel Trailer, RV or Boat Storage (see 4061, 4062, 4063) *											S	S	S	S	S							
18. COMMUNICATION SERVICES																							
C1801	Communications Tower, Free-standing (Excluding antennas or support structures for amateur radio communications.) *	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S		S	S	S	S	S	
C1802	Communications Equipment, Attached to an existing structure not to exceed 15' above the height of the existing structure *	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	
S151	Communications Broadcasting									*	*	*	*	*	*	*	*	*	*		SDF	*	
S17	Telecommunications Resellers									*	*	*	*	*	*	*	*	*	*				
C1803	Temporary Support Structure (see 4061, 4062)							Y	Y	Y	Y	Y	Y	Y	Y	Y	Y						
C1804	Other Communications, NEC.											S	S	S	S	S	S	S	S	S	SDF		
19. UTILITY SERVICES																							
221121	Electricity Regulating Substation and/or Electric Bulk Power Transmission and Control	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	*	S	S	S	S	S	
22121	Natural Gas Pressure Control Station	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	*	S	S	S	S	S	
2211	Electric Power Generation, Natural Gas Production, Sewer or Waste Treatment Storage or Distribution Plant or Point																S						
C1901	Water Storage	S	S	S	S	S	S	*	*	*	*	*	*	*	*	*	*	S	S	S	S	S	
C1902	Other Electric, Natural Gas, or Water Utilities, or Other Utilities, NEC.	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	
* - Permitted Use [] - Prohibited Use * - Refer to Article 35 for definition S - Special Use Permit Required TSF - Technical Site Plan Required SDF - Special Development Plan A - Permitted as an Accessory Use T - Permitted as a Temporary Use 30 - Permitted on Interim Basis Only																							

* - Permitted Use
 [] - Prohibited Use
 * - Refer to Article 35 for definition

S - Special Use Permit Required
 TSP - Technical Site Plan Required
 SDF - Special Development Plan

A - Permitted as an Accessory Use
 Y - Permitted as a Temporary Use
 See - Permitted on Interim Basis Only

ART. 5 USE OF LAND AND STRUCTURES

ART 5 USE OF LAND AND STRUCTURES

Use Code	Type of Use	(RM)	(ALL SP-DETACHED DETACHED)	(ALL SP-ATTACHED DETACHED)	(D)	(ALL HP DETACHED DETACHED)	(RMF)	(O-1) (O-2)	(O-3) (O-4)	(L-1)	(L-2)	(C-1)	(C-2)	(C-3)	(C-4)	(RMF)	(L-3)	DOWNTOWN TRANSIT CENTER				Trinity Hill TC	Westford TC
																		Historic Square	Urban Core	Urban General	Urban Fringe		
20. CONTRACT CONSTRUCTION SERVICES (Ord. No. 3895, 12/11/18)																							
C2001	Contract Construction Service (with outside on-premise storage of equipment or materials) (Ord. 4101, 03/02/19)																*						
C2002	Contract Construction Service (No outside on-premise storage of equipment or materials) (Ord. No. 3895, 12/09/18) *															*	*	*					
C2003	Contractor Storage Yard (Principal Use) *																	S					
C2004	On-Site Living Quarters For Security Personnel on a Construction Site	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
226210	Other Heavy Construction																	S					
22099	Sandblasting Service																	S					
C2005	Temporary On-Site Construction Office, Temporary On-Site Hiring or Employment Office or Temporary On-Site Administration Office (Ord. No. 3895, 09/09/18) *	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
21. ADULT USES (Ord. No. 3895, 12/11/18)																							
C2101	Adult Arcade *															*							
C2102	Adult Bookstore *															*							
C2103	Adult Cabaret *															*							
C2104	Adult Motion Picture Theater *															*							
C2105	Adult Theater *															*							
C2106	Escort Agency *															*							
C2107	Massage Parlor *															*							
C2108	Nude Modeling Studio *															*							
C2109	Sexual Encounter Center *															*							
C2110	Other Adult Entertainment Establishments, NEC.															*							
22. AGRICULTURAL RELATED SERVICES (Ord. No. 3895, 12/11/18)																							
401130	Farm Product Warehousing and Storage																	S					
115	Support Activities for Agriculture and Forestry																	S					
C2201	Other Agricultural Services, NEC.																*						
23. CONSTRUCTION (Ord. No. 3895, 12/11/18)																							
3273	Batch Plant (Permanent)																	S					
3273	Batch Plant (Temporary)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
24. MINING AND EXPLORATION (Ord. No. 3895, 12/11/18)																							
212	Mining																	S					
211	Oil Extraction (Ord. No. 3845, 06/05/17)																	S					
213	Support Activities for Mining																	S					
C2401	Other Mining Services, NEC. (Except fuel)																	S					
C2402	Other Mining & Quarrying of Nonmetallic Minerals, NEC. (Except fuel)																	S					
21113	Natural Gas Exploration, Drilling & Production (25'-12/20 only) (Ord. No. 3845, 06/05/17)																	S					
25. MISCELLANEOUS (Ord. No. 3895, 12/11/18)																							
C2501	Building or Structure in Excess of 6 Stories																	*				S	

* - Permitted Use
[] - Prohibited Use
* - Refer to Article 30 for definition

S - Special Use Permit Required
TSP - Technical Site Plan Required
SDP - Special Development Plan

A - Permitted as an Accessory Use
T - Permitted as a Temporary Use
Int - Permitted on Interior Easement Only

ARTICLE 6 (IH) INTERIM HOLDING DISTRICT

SECTION A. PURPOSE.

1. The (IH) Interim Holding District is intended to promote orderly, timely, economical growth, and to recognize current land use conditions.
2. The (IH) Interim Holding District is to be used as a temporary classification for land that is annexed into the City of Carrollton.
3. The Planning and Zoning Commission shall initiate proceedings on its own motion as soon as practicable to give newly annexed territory a permanent zoning designation.
4. Land shall not remain in the (IH) Interim Holding District permanently, except under the following conditions:
 - a. This district may be used as a reserve area in which the future growth of the city might occur. This zoning district is suitable for areas where development is premature because of a lack of adequate utilities, capacity, or service, or where the ultimate land use has not been determined;
 - b. This district may be used to protect and provide open space buffers around those areas that are unsuitable for development because of physical constraints (such as flooding) that pose potential health, environmental, or safety hazards. The use of the land shall be permanently restricted to those uses prescribed herein until such time as the property is shown to be suitable for development and is zoned to a different zoning classification.

SECTION B. PRINCIPAL USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal use other than such uses as are allowed in the (IH) Interim Holding District, in accordance with Article 5 this ordinance. *(Ord. No. 1705, 05/07/91)*

SECTION C. ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any accessory use other than such uses as are allowed in the (IH) Interim Holding District, in accordance with Article 5 of this ordinance. *(Ord. No. 1705, 05/07/91)*

ART. 6 (IH) INTERIM HOLDING DISTRICT

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (IH) Interim Holding District only in accordance with Articles 5 and 21 of this ordinance.

The following additional use shall be allowed in the (IH) Interim Holding District only upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:

1. One single-family detached structure, and permitted accessory uses, located on a parcel of land of less than five acres in size; provided that such parcel has not been created by subdivision plat or metes and bounds conveyance subsequent to the effective date of this ordinance, or the date of annexation of such parcel, whichever is later. (*Ord. No. 1705, 05/07/91*)

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in the (IH) Interim Holding District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided in Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, roof gables, chimneys, communication equipment, and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any flagpole, roof gable, chimney or vent stack. (*Ord. No. 3891, 12/11/18*)
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.

ART. 6 (IH) INTERIM HOLDING DISTRICT

4. Water tanks, cooling towers, schools, institutional buildings, silos, barns, and ancillary buildings and facilities of a church, synagogue or temple, exclusive of the main sanctuary, such as a gymnasium or classroom building, may be erected to exceed 25 feet in height, as such building height is determined pursuant to Article 35 of this ordinance, provided that one additional foot shall be added to the front, rear and side yard setback requirements for each foot that such structures exceed 25 feet in height. Such structures shall not exceed 36 feet in height, except as provided in Section F(1) hereinabove.

The requirements established herein for additional setbacks shall not apply to the sanctuary building of a church, synagogue or temple which is in excess of 25 feet in height. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches may project into the required front yard for a distance not to exceed five feet; provided, however, that no supporting structure for such extensions shall be located within the required front yard.
- b. The supporting structure of an open, unenclosed carport may project into the required front yard for a distance not to exceed five feet; provided, however, that the canopy of such carport shall not be allowed to extend into the required front yard beyond such supporting structure.
- c. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply, however, to living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, basketball goal supports and similar structures, fountains, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton. (*Ord. No. 1947, 10/19/93*)
- d. The location, placement and dimensions of any sign located within this District shall be permitted in accordance with the applicable sections of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, belt courses, cornices, roof overhangs, eaves, chimneys, and other architectural features may extend an additional 24 inches into a required yard.
- b. The provisions contained in Section G(1)(a) and (b) of this Article shall also apply to the required exterior side yard, as herein defined. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1844, 11/03/92*)

ART. 6 (IH) INTERIM HOLDING DISTRICT

SECTION H. IRREGULAR SHAPED LOTS:

Irregular or pie shaped lots or parcels, or any lot or parcel located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on a subdivision plat submitted for approval the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements which may exist on the lot or parcel. It is the intent of this paragraph to ensure that adequate area exists to allow proper placement of a structure on any irregular or pie shaped lot or parcel, or any lot or parcel located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

SECTION I. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION J. SPECIAL OFF-STREET PARKING REGULATIONS.

1. A private garage shall be rear or side entry. The front face of a garage, which shall be defined as that portion of the garage used for vehicular access, shall not directly face a public street, unless otherwise specifically approved by the City Council. A garage may be allowed to face a public street, however, provided:
 - a. That such garage is located behind the main structure or residence; or
 - b. That the main structure is located on a lot within a subdivision for which an approved plat was filed with the appropriate county clerk prior to July 19, 1988, and where such subdivision plat did not provide for the direct access of the lot to an alley (*Ord. No. 1947, 10/19/93*); or
 - c. That natural physical features preclude the establishment of a side or rear entry garage, or the placement of the garage behind the main structure or residence. Such determination shall be made by action of the City Council.

SECTION K. MISCELLANEOUS REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. SATELLITE TELEVISION RECEPTION DISHES:

For any satellite television reception dish with a dish diameter in excess of two and one-half feet, the following shall apply:

- a. Satellite television reception dishes shall be ground-mounted only, with a diameter not greater than 10 ½ feet and a height, at any position, not to exceed 12 ½ feet above ground level. A satellite television reception dish shall not be located in front of the main structure or the front building line. Such satellite television reception dish shall be screened in accordance with Article 25 of this ordinance.

ART. 6 (IH) INTERIM HOLDING DISTRICT

- b. No lettering, logo, or any advertising or other writing shall appear on the face or back of such reception dish, except the name of the manufacturer, distributor or seller of such reception dish, provided that such lettering does not exceed two inches in height. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 2099, 09/05/95*)

2. ACCESSORY STRUCTURES:

- a. Accessory buildings or structures shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel, except as allowed in Section G(1) of this Article. (*Ord. No. 1557, 07/11/89*)
- b. Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.

Where an accessory building or structure is located in the side yard adjacent to a public street, as such side yard is determined relative to the main structure, such accessory building or structure shall be screened from the view of the adjacent street. This provision shall also apply to accessory buildings or structures located in the portion of the side yard which overlaps or occurs coincident with the designated rear yard. (Reference Figure 4.4, Appendix A)

The provisions of this sub-section shall not apply to a garage or carport which directly accesses an adjacent public street. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1947, 10/19/93*)

ART. 6 (IH) INTERIM HOLDING DISTRICT

SECTION L. HEIGHT AND AREA REGULATIONS.

	<u>(IH) DISTRICT</u>
1. Minimum lot area	5 acres
2. Minimum floor area of dwelling unit (Square feet of living area)	1,600
3. Maximum height of structure	36'
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by buildings) (<i>Ord. No. 1844, 11/03/92</i>)	25%
5. Minimum brick or stone content, exterior (All dwelling structures in the (IH) Interim Holding District, excluding mobile homes, shall have a percentage of the total exterior walls not less than specified herein below the first floor top plate line, excluding doors, garage doors, and windows, constructed of brick or stone, unless otherwise approved by the City Council.)	60%
6. Minimum distance between structures on the same lot or parcel	
a. From main structure to accessory structures	0'
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish (<i>Ord. No. 1557, 07/11/89</i>); (<i>Ord. No. 1641, 07/17/90</i>); (<i>Ord. No. 1844, 11/02/92</i>)	0'
7. Minimum distance from public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) (<i>Ord. No. 1641, 07/17/90</i>)	18'
8. Minimum lot frontage on a public street (Measured at the front building line)	100'
9. Minimum lot depth (Length of side lot lines)	150'
10. Minimum depth of front setback (Measured from front property line to any structure)	40'

ART. 6 (IH) INTERIM HOLDING DISTRICT

(IH)
DISTRICT

11.	Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)	
a.	Main Structure	
1.	Internal lot or abutting an alley <i>(Ord. No. 1641, 07/17/90)</i>	8'
2.	Abutting a freeway, freeway frontage road, or an arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Reference Article 29)	40'
3.	Abutting a collector thoroughfare or any other type of street (Reference Article 29)	25'
b.	Accessory Structures	
1.	Swimming pool, sauna, hot tub, or accessory structure <i>(Ord. No. 1739, 10/01/91); (Ord. No. 1844, 11/03/92)</i>	0'
12.	Minimum depth of rear setback (Measured from rear property line to any structure)	
a.	Main structure	20'
b.	Accessory structure <i>(Ord. No. 1844, 11/03/92)</i>	0'
c.	Swimming pool, sauna, hot tub, or satellite dish <i>(Ord. No. 1844, 11/03/92)</i>	0'
13.	Minimum required off-street parking spaces	Reference Article 24 of this ordinance
14.	Minimum amount of landscaped area	(See Article 25)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 7
(SF-12/20, SF-10/18, SF-8.4/18, SF-8.4/16,
SF-7/16, SF-7/14, SF-6.5/12, SF-5/12, SF-PH)
SINGLE-FAMILY RESIDENTIAL DISTRICTS

SECTION A. PURPOSE.

1. The (SF) Single-Family Residential Districts are intended to be comprised of single-family detached dwellings, together with public or denominational schools, churches, and public parks to create basic neighborhood units where the combination of these uses is appropriate.
2. The (SF) Single-Family Residential Districts are intended for areas that are properly buffered and protected from non-residential uses, pollution and environmental hazards, or from high volumes of traffic.
3. The (SF-6.5/12 and SF-5/12) Single-Family Residential Districts are intended primarily to support development in transitional or in-fill areas of the city, as such areas may be determined suitable on a case by case basis upon review by the City Council. (*Ord. No. 1557, 07/11/89*); (*Ord. No. 2400, 12/15/98*)
4. The (SF-PH) Single-Family Patio Home District is intended to provide for detached, zero-lot-line, development in areas where physical conditions may warrant higher density single-family development. The District encourages the main structure to be constructed coincident with one side property line for internal lots. The District encourages only one side yard setback for internal lots in order to maximize lot usage, by creating a usable open living area on the side of the lot, while maintaining a neighborhood character consistent with conventional single-family detached homes. (*Ord. No. 2016, 09/06/94*)
5. Institutional Uses should not route traffic through lower density residential areas, and should be located on sites that have direct access to arterial or collector size streets capable of carrying the additional traffic they will generate. (*Ord. No. 3943, 01/14/20*)

SECTION B. PRINCIPAL USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal use other than such uses as are allowed in any (SF) Single-Family District, in accordance with Article 5 of this ordinance.

Not more than one dwelling unit shall be allowed per lot of record.

The following additional uses shall be allowed in any (SF) Single-Family District:

1. Model home, located within the same subdivision where dwellings represented by such model home are under construction or for sale;

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2. One temporary building used for a real estate sales office only, located on property being sold within a subdivision, upon approval of the City Manager or Designee, for a period not to exceed 180 days. The City Manager or Designee is authorized, however, to approve additional successive 180 day periods of use, provided that such real estate sales office has been in regular and continuous use for the previous 180 day period. At such time as the use of the real estate sales office is terminated, the City Manager or Designee may require its removal from the subdivision.

Such real estate sales office shall be maintained at all times;

3. Temporary on-site construction offices and buildings, upon approval of the City Manager or Designee, limited to the period of construction. Such on-site construction offices and buildings shall be maintained at all times. (*Ord. No. 1705, 05/07/91*)

SECTION C. ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any accessory use other than such uses as are allowed in any (SF) Single-Family District, in accordance with Article 5 of this ordinance.

The following additional uses shall be allowed in any (SF) Single-Family District:

1. Material recycling collection bin, only on the premises of a governmental, educational or institutional use which is permitted in these districts. (*Ord. No. 1705, 05/07/91*)
2. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(*Ord. No. 2338, 06/16/98*)
 - a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - b. The following shall be allowed as an accessory use in any (SF) Single-Family District upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons shall be permitted in accordance with Article 5 of this ordinance.
3. CARPORTS: (*Ord. No. 3891, 12/11/18*); (*Ord. No. 3943, 01/14/20*); (*Ord. No. 4271, 08/05/2025*)

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- a. Carports shall be allowed as an accessory use either attached to the home or detached.
- b. Carports shall be rear entry loaded.
- c. Definitions:
 - i. Attached carport – A covered structure attached and structurally dependent to the main structure, used to offer limited protection to vehicles, primarily cars, from rain, snow and hail.
 - ii. Detached carport – A freestanding, structurally independent, covered structure used to offer limited protection to vehicles, primarily cars, from rain, snow and hail.
- d. Materials:
 - i. Attached carports shall be constructed of building materials of similar architectural style, size, shape and texture to the building materials of the house.
 - ii. Detached carports shall be durable weather-resistant material, meeting wind load. Carports may be an engineered metal carport.
- e. Size: A maximum dimension of 32 feet x 24 feet long. (Ord. No. 4271, 08/05/2025)
 - i. The Board of Adjustment may authorize an increase in dimensions where the Board finds that physical constraints are such that effective and reasonable use are hindered and does not adversely impact surrounding property.
- f. Height:
 - i. An Attached carport shall not exceed the roof line and must be integrated into the home.
 - ii. Detached carport shall not exceed 15 feet.
- g. Setbacks:
 - i. Carports shall not extend into the side yard further than the main structure.
 - ii. Attached carport shall be a minimum three feet from rear property line;
 - iii. Detached carport shall be a minimum zero feet from a dedicated alley.
- h. Carport Prohibitions – The following shall be prohibited:
 - i. Swing entry carports.
 - ii. A carport on the front or side of a house.
 - iii. Structural posts and overhang cannot encroach upon an adjacent fence or wall
 - iv. Garage doors on carports
 - v. Temporary carports, tents, canvas or vinyl structures.
 - vi. Carports in subdivisions approved after 2004.
 - vii. Exception: An attached carport shall be allowed in the front of the house in subdivisions existing prior to 2005 when it is demonstrated that at least 50 percent of the total homes located on both sides of the street, measured from the block's intersecting streets, have carports in the

front of the house. The carport shall be constructed of building materials of similar

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architectural style, size, shape and texture to the building materials of the house.

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in any (SF) Single-Family District only in accordance with Articles 5 and 21. of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in any (SF) Single-Family Residential District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, roof gables, chimneys, communication equipment, and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any flagpole, roof gable, chimney or vent stack. (*Ord. No. 3891, 12/11/18*)
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.
4. Water tanks, cooling towers, schools, institutional buildings, silos, barns, and ancillary buildings and facilities of a church, synagogue or temple, exclusive of the main sanctuary, such as a gymnasium or classroom building, may be erected to exceed 25 feet in height, as such building height is determined pursuant to Article 35 of this ordinance, provided that one additional foot shall be added to the front, rear and side yard setback requirements for each foot that such structures exceed 25 feet in height. Such structures shall not exceed 36 feet in height, except as provided in Section F(1) hereinabove.

The requirements established herein for additional setbacks shall not apply to the sanctuary building of a church, synagogue or temple which is in excess of 25 feet in height. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

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1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches, including the supporting structure, may project into the required front yard for a distance not to exceed five feet. (*Ord. No. 2880, 03/02/04*)
- b. The supporting structure of an open, unenclosed carport may project into the required front yard for a distance not to exceed five feet; provided, however, that the canopy of such carport shall not be allowed to extend into the required front yard beyond such supporting structure.
- c. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply, however, to living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, basketball goal supports and similar structures, fountains, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton. Except as provided in Article 29, Section A(1)(f) of this ordinance, fences located within a required front yard shall not exceed three feet in height. (*Ord. No. 1844, 11/03/92*); (*Ord. No. 1947, 10/19/93*)
- d. The location, placement and dimensions of any sign located within these districts shall be permitted in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, belt courses, cornices, roof overhangs, eaves, chimneys, and other architectural features may extend an additional 24 inches into a required yard.
- b. The provisions contained in Section G(1)(a) and (b) of this Article shall also apply to the required exterior side yard, as herein defined. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1844, 11/03/92*)
- c. Main structures on an internal lot or that portion of a lot that abuts an alley, if such lot was a legal lot of record on or before September 6, 1994, shall have a minimum side yard setback as follows: SF-12/20: nine feet; SF-10/18: eight feet; SF-8.4/18: seven feet; SF-8.4-16: seven feet; SF-7/16: six feet; SF-7/14: six feet; SF-6.5/12: six feet. (*Ord. No. 2014, 09/06/94*)

SECTION H. IRREGULAR SHAPED LOTS.

Irregular or pie shaped lots, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on a subdivision plat submitted for approval the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements, which may exist on the lot. It is the intent of this paragraph to ensure that adequate area exists to allow proper placement of a structure on any irregular or pie shaped lot, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

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SECTION I. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION J. SPECIAL OFF-STREET PARKING REGULATIONS.

1. A private garage shall be rear or side entry. The front face of a garage, which shall be defined as that portion of the garage used for vehicular access, shall not directly face a public street, unless otherwise specifically approved by the City Council. A garage may be allowed to face a public street, however, provided:
 - a. That such garage is located behind the main structure or residence; or
 - b. That the main structure is located on a lot within a subdivision for which an approved plat was filed with the appropriate county clerk prior to July 19, 1988, and where such subdivision plat did not provide for the direct access of the lot to an alley (*Ord. No. 1947, 10/19/93*); or
 - c. That natural physical features preclude the establishment of a side or rear entry garage, or the placement of the garage behind the main structure or residence. Such determination shall be made by action of the City Council.
 - d. Fences crossing driveways shall be placed a minimum of 20 feet from the property line, or shall be provided with a remote automated access system that swings the fence inward or in a parallel manner to the property line. (*Ord. No. 3331, 10/06/09*)

SECTION K. MISCELLANEOUS REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. UTILITIES:

All utility lateral and service lines located within a (SF) Single-Family Residential District shall be installed underground, except for transmission or feeder lines, either existing or proposed, which are located within a (SF) Single-Family Residential District, provided that such transmission or feeder lines shall be located within a paved easement or alley way provided by the property owner.

2. SATELLITE TELEVISION RECEPTION DISHES:

For any satellite television reception dish with a dish diameter in excess of two and one-half feet, the following shall apply:

- a. Satellite television reception dishes shall be ground mounted only, with a diameter not greater than 10 ½ feet and a height, at any position, not to exceed 12 ½ feet above ground level. A satellite television reception dish shall not be located in front of the main structure or the front building line. Such satellite television reception dish shall be screened in accordance with Article 25 of this ordinance.

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- b. No lettering, logo, or any advertising or other writing shall appear on the face or back of such reception dish, except the name of the manufacturer, distributor or seller of such reception dish, provided that such lettering does not exceed two inches in height. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 2099, 09/05/95*)

3. ACCESSORY STRUCTURES: (*Ord. No. 3421, 01/11/11*)

- a. No accessory structure shall be constructed on a lot without a principal building.
- b. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- c. Accessory buildings shall not have a utility meter separate from the main building.
- d. A maximum of one accessory building (not a detached garage) and one detached garage shall be permitted per lot or adjoining lots under a single ownership, except that public schools shall be permitted to use modular classrooms on-site as attendance requires.
- e. Accessory buildings shall not be located between the façade or projected façade of the main building and any adjacent public street, except as allowed in Section G, Subsection 1 of this Article.
- f. Accessory structures shall be screened from the view of any adjacent public street, except for garages or carports directly accessing said street.
- g. Accessory buildings shall not be used as a dwelling unit unless the lot or parcel contains at least 20,000 square feet of buildable area. Buildable area shall be considered the area of the lot or parcel not including designated floodplains or easements.
- h. Regulations by Size of Accessory Building:
(*Ord. No. 3891, 12/11/18*)
 - i. Accessory buildings with a floor area in excess of 120 square feet up to and including 240 square feet shall be constructed with metal, exterior grade wood siding, or with materials and ratios as similar to the main structure as possible.
 - ii. Accessory buildings with a floor area in excess of 240 square feet up to and including 600 square feet shall be constructed with the same percentage and type of materials as the main structure.
 - iii. Accessory buildings with a floor area in excess of 600 square feet shall be constructed with the same percentage and type of materials as the main building, and shall match the architectural style of the main building as much as possible (including, but not limited to, roof style and pitch, window & door design, height measured at the wall top plate and architectural detailing).

4. SIDE YARD SETBACKS IN (SF-PH) PATIO HOME DISTRICT FOR LOTS ESTABLISHED ON OR BEFORE SEPTEMBER 6, 1994:

(Reference Figure 5.15, Appendix A) (*Ord. No. 2016, 09/06/94*)

The following side yard setback options shall apply to all residential structures in the (SF-PH) Patio Home Residential District:

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- a. Residential structures in the (SF-PH) Patio Home Residential District shall be permitted to have one exterior side wall coincident with the property line, designated as the zero lot line, or one exterior wall located not more than three feet from the property line, provided that all of the following requirements are met: *(Ord. No. 1557, 07/11/89)*
 - i. There shall be a minimum separation of 10 feet between main structures on separate lots; *(Ord. No. 1947, 10/19/93)*
 - ii. The designated zero lot line, where applicable, shall be noted on the subdivision plat of the property;
 - iii. In no instance shall a structure or any part thereof, including eaves, encroach upon an adjacent lot or cross a platted lot line;
 - iv. There shall be a maintenance easement of not less than three feet in width established on the adjacent lot, coincident with the exterior wall having a setback of less than three feet or the designated zero lot line. Such maintenance easement shall extend the full length of the structure coincident with the property line, and shall be noted on the subdivision plat of the property; *(Ord. No. 1557, 07/11/89)*
 - v. A maintenance easement shall be maintained as open space with no paved driving surface, storage of materials, principal or accessory structure, or shrubbery located thereon except upon finding by the City Manager or Designee that such does not impede the use of such easement for the maintenance of the adjoining structure;
 - vi. In no instance shall the side yard setback for the exterior wall which is not designated coincident with the property line be less than 10 feet, where applicable.
- b. Residential structures in the (SF-PH) Patio Home Residential District shall be permitted to have one exterior side wall located a minimum of three feet from the property line, provided that all of the following requirements are met:
 - i. There shall be a minimum separation of 10 feet between main structures on separate lots; *(Ord. No. 1947, 10/19/93)*
 - ii. In no instance shall a structure or any part thereof, including eaves, encroach upon an adjacent lot or cross a platted lot line. *(Ord. No. 1557, 07/11/89)*

5. SIDE YARD SETBACKS IN (SF-PH) PATIO HOME DISTRICT FOR LOTS ESTABLISHED AFTER SEPTEMBER 6, 1994, BUT PRIOR TO DECEMBER 15, 1998:

(Reference Figure 5.15, Appendix A) *(Ord. No. 2016, 09/06/94)*

The following side yard setback requirements shall apply to all residential structures in the (SF-PH) Patio Home District where such structures are located on legal lots of record established after September 6, 1994:

- a. Residential structures in the (SF-PH) Patio Home Residential District shall be required to have one exterior side wall coincident with the property line, designated as the zero lot line; or one exterior wall not more than three feet from the property line. The following requirements shall also be met:

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- i. There shall be a minimum separation of 10 feet between main structures on adjacent lots;
 - ii. The designated zero lot line, shall be noted on the subdivision plat of the property;
 - iii. In no instance shall a structure or any part thereof, including eaves, encroach upon an adjacent lot or cross a platted lot line;
 - iv. There shall be a maintenance easement of not less than three feet in width established on the adjacent lot, coincident with the designated zero lot line. Such maintenance easement shall extend the full length of the property line, and shall be noted on the subdivision plat of the property;
 - v. The maintenance easement shall be maintained as open space with no paved driving surface, storage of materials, or principal or accessory structure, located thereon except upon finding by the City Manager or Designee that such does not impede the use of such easement for the maintenance of the adjoining structure;
 - vi. There shall be no openings in the exterior wall having a setback of less than or equal to three feet. For purposes of this section, opening shall mean window, door, or glass block;
 - vii. There shall be no obstructions in the side yard coincident with the designated zero lot line. Such obstructions shall include mechanical equipment, satellite television reception dishes or other accessory structure. There shall also be no fence coincident with the designated zero lot line for the entire length of the main structure.
- b. Not more than 30 percent of the lots of any subdivision zoned to the (SF-PH) Single-Family Patio Home District shall exceed the minimum lot square footage established by this zoning district by more than 10 percent.

6. SIDE YARD SETBACKS IN (SF-PH) PATIO HOME DISTRICT FOR LOTS ESTABLISHED ON OR AFTER DECEMBER 15, 1998:

(Reference Figure 5.15a, Appendix A) (*Ord. No. 2400, 12/15/98*)

The following side yard setback shall apply to all residential structures in the (SF-PH) Patio Home Residential District.

- a. Residential structures in the (SF-PH) Patio Home Residential District shall be required to have one exterior wall three feet from the property line designated as the zero lot line. The following requirements shall also be met:
 - i. There shall be a minimum separation of 10 feet between main structures on adjacent lots;
 - ii. The designated zero lot line, shall be noted on the subdivision plat of the property;
 - iii. In no instance shall a structure or any part thereof, including eaves, encroach upon an adjacent lot or cross a platted lot line;
 - iv. The three foot area between the exterior wall and the property line, designated as the zero lot line, shall be established as a use/access easement for the purpose of providing maximum use of the 10 foot space between adjacent home and access for maintenance of private structures located adjacent to the common property line. This private easement shall be maintained by the owner of the adjacent property who benefits from its use. Such easement shall extend the

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full length of the property line and shall be noted on the subdivision plat of the property;

- v. A use/access easement shall be maintained as open space with no paved driving surface, storage of materials, principal or accessory structure, mechanical equipment, electrical panel and gas meters or satellite television reception dishes located thereon except upon finding by the City Manager or Designee that such does not impede the use of such easement for the maintenance of the adjoining structure;
- vi. There shall be no openings or insets in the exterior wall located three feet from the property line, designated as the zero lot line. For the purposes of this section, an opening shall mean window or door. Only glass block shall be permitted;
- vii. There shall be no fence parallel to the designated zero lot line within the three foot use/access easement area between the main structures from the front building line to the rear property line. A fence perpendicular to the designated zero lot line may be erected in this area, so long as visibility and easement restrictions are observed. This fence shall be the responsibility of the adjacent owner to erect and maintain. A point-of-access (gate) shall be provided within the three foot use/access easement;
- viii. The use/access easement shall be made available for the use of the owner of the adjacent property at all reasonable times with advance notice;
- ix. Utilities intended to serve individual properties shall not be located within the three foot use/access easement;
- x. The wall adjacent to the three foot use/access easement on the zero lot line shall be 100 percent brick or stone to the first floor pate height.

7. FAÇADE MASONRY EXCEPTION (*Ord. No. 3587, 12/03/13*); (*Ord. No. 3891, 12/11/18*)

The minimum exterior brick or stone content requirement found in Section L. Height & Area Regulations does not have to be met where the following can be demonstrated:

- a. That more than 50 percent of the total existing single-family detached residential structures located on both sides of the street upon which a new building is to be placed, measured from the block's intersecting streets, are not in compliance with the exterior brick and stone requirements of this zoning district.
- b. That more than 50 percent of the lots on both sides of the street upon which a new dwelling is to be placed, measured from the block's intersecting streets, are developed.
- c. That the proposed construction occurs in a Neighborhood Empowerment Zone as established by the City of Carrollton.

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SECTION L. HEIGHT AND AREA REGULATIONS – (SF-12/20, SF-10/18, SF-8.4/18, SF-8.4/16)

	<u>(SF-12/20)</u> <u>DISTRICT</u>	<u>(SF-10/18)</u> <u>DISTRICT</u>	<u>(SF-8.4/18)</u> <u>DISTRICT</u>	<u>(SF-8.4/16)</u> <u>DISTRICT</u>
1. Minimum lot area (Square feet)	12,000	10,000	8,400	8,400
2. Floor area requirement:				
a. Minimum floor area of dwelling unit (Square feet of living area)	2,000	1,800	1,800	1,600
b. Accessory buildings	(Reference Section K(3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>			
3. Maximum height of structure:				
a. Dwelling unit	36'	36'	36'	36'
b. Accessory building	15'	15'	15'	15'
(Reference Also Section K (3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>				
4. Maximum building coverage (As a percentage of total lot area; percentage of lot area which can be covered by buildings) <i>(Ord. No. 1844, 11/03/92)</i>	45%	45%	45%	45%
5. Minimum brick or stone content, exterior: (All main buildings in the (SF) Single-Family Districts shall have a percentage not less than specified herein of each exterior elevation below the top plate line, excluding doors, garage doors, and windows, constructed of brick or stone, unless otherwise approved by the Planning & Zoning Commission.) <i>(Ord. No. 1997, 06/21/94)</i>				
a. Main dwelling unit	70%	70%	70%	70%
b. Accessory building in excess of 240 square feet	(Reference Section K(3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>			

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	<u>(SF-12/20)</u> <u>DISTRICT</u>	<u>(SF-10/18)</u> <u>DISTRICT</u>	<u>(SF-8.4/18)</u> <u>DISTRICT</u>	<u>(SF-8.4/16)</u> <u>DISTRICT</u>
6. Minimum distance between detached structures on the same lot or parcel:				
a. From main structure to accessory structures <i>(Ord. No. 1844, 11/03/92)</i>	0'	0'	0'	0'
i. Accessory building greater than 120 square feet of floor area <i>(Ord. No. 2880, 03/02/04)</i>	3'	3'	3'	3'
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish <i>(Ord. No. 1557, 07/11/89); (Ord. No. 1641, 07/17/90)</i>	0'	0'	0'	0'
c. From accessory structure or building to accessory structure or building <i>(Ord. No. 1844,11/03/92), (Ord. No. 2880, 03/02/04)</i>	0'	0'	0'	0'
7. Minimum distance from public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) <i>(Ord. No. 1641, 07/17/90) (Also see Art. 7 Section C.4) (Ord. No. 3943 01/14/20)</i>	18'	18'	18'	18'
8. Minimum lot frontage on a public street (Measured at the front building line) <i>(Ord. No. 2014, 09/06/94)</i>	90'	80'	70'	70'
9. Minimum lot depth (Length of side lot lines)	120'	120'	110'	110'
10. Minimum depth of front setback (Measured from front property line to any structure) <i>(Also see Art. 7 Section C.4) (Ord. No. 3943 01/14/20)</i>	35'	30'	25'	25'
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)				
a. Main Structure				
i. Internal lot or abutting an alley (Reference Section G(2)(c)) <i>(Ord. No. 1641, 07/17/90)</i>	---	---	---	---
a) One (1) story structure	9'	8'	7'	7'
b) Structure taller than one story <i>(Ord. No. 2014, 09/06/94)</i>	11'	10'	9'	9'
	<u>(SF-12/20)</u>	<u>(SF-10/18)</u>	<u>(SF-8.4/18)</u>	<u>(SF-8.4/16)</u>

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	<u>DISTRICT</u>	<u>DISTRICT</u>	<u>DISTRICT</u>	<u>DISTRICT</u>
ii. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Reference Article 29)	25'	25'	25'	25'
iii. Abutting an arterial thoroughfare where the lot is separated from such thoroughfare by an opaque masonry wall constructed in accordance with Article 25 of this ordinance; or abutting a collector thoroughfare) (Reference Article 29)	15'	15'	15'	15'
iv. Abutting any other type of street (<i>Ord. No. 1641, 07/17/90</i>)	10'	10'	10'	10'
b. Accessory Buildings & Structures:				
i. Accessory building:				
a) Interior lot or abutting an alley	3'	3'	3'	3'
b) Abutting any street (Same as main structure) (<i>Ord. No. 2880, 03/02/04</i>)	---	---	---	---
ii. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1739, 10/01/91</i>); (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'	0'	0'
12. Minimum depth of rear setback: (Measured from rear property line to any structure)				
a. Main structure	20'	20'	20'	20'
b. Accessory building: (<i>Ord. No. 1844, 11/03/92</i>)				
i. Minimum distance from dedicated alley (<i>Ord. No. 2880, 03/02/04</i>)	0'	0'	0'	0'
ii. Minimum distance from rear property line without an alley (<i>Ord. No. 2880, 03/02/04</i>)	3'	3'	3'	3'
c. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'	0'	0'
13. Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)			
14. Minimum Landscape Area Required	(Reference Article 25)			

ART. 7 (SF) SINGLE FAMILY DISTRICTS

SECTION L. HEIGHT AND AREA REGULATIONS – (SF-7/16, SF-7/14, SF-6.5/12, SF-5/12, SF-PH)

	<u>(SF-7/16)</u> <u>DISTRICT</u>	<u>(SF-7/14)</u> <u>DISTRICT</u>	<u>(SF-6.5/12)</u> <u>DISTRICT</u>	<u>(SF-5/12)</u> <u>(SF-PH)</u> <u>DISTRICTS</u>
1. Minimum lot area (Square feet)	7,000	7,000	6,500	5,000
2. Floor area requirement:				
a. Minimum floor area of dwelling unit (Square feet of living area)	1,600	1,400	1,200	1,200
b. Maximum for accessory buildings	(Reference Section K(3)(f) of this article) (<i>Ord. No. 3421, 01/11/11</i>)			
3. Maximum height of structure:				
a. Dwelling unit	36'	36'	36'	36'
b. Accessory building (Reference Also Section K (3)(h) of this article) (<i>Ord. No. 3421, 01/11/11</i>)	15'	15'	15'	15'
4. Maximum building coverage (As a percentage of total lot area; percentage of lot area which can be covered by buildings) (<i>Ord. No. 1844, 11/03/92</i>)	45%	45%	45%	55%
5. Minimum brick or stone content, exterior: (All main buildings in the (SF) Single-Family Districts shall have a percentage not less than specified herein of each exterior elevation below the top plate line, excluding-g doors, garage doors, and windows, constructed of brick or stone, unless otherwise approved by the Planning & Zoning Commission.) (<i>Ord. No. 1997, 06/21/94</i>)				
a. Main dwelling unit	70%	70%	70%	70%
b. Accessory building in excess of 240 square feet	(Reference Section K(3)(h) of this article) (<i>Ord. No. 3421, 01/11/11</i>)			

ART. 7 (SF) SINGLE FAMILY DISTRICTS

	<u>(SF-7/16) DISTRICT</u>	<u>(SF-7/14) DISTRICT</u>	<u>(SF-6.5/12) DISTRICT</u>	<u>(SF-5/12) (SF-PH) DISTRICTS</u>
6. Minimum distance between detached structures on the same lot or parcel:				
a. From main structure to accessory structures: <i>(Ord. No. 1844, 11/03/92)</i>	0'	0'	0'	0'
i. Accessory building greater than 120 square feet of floor area. <i>(Ord. No. 2880, 03/02/04)</i>	3'	3'	3'	3'
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish <i>(Ord. No. 1557, 07/11/89); (Ord. No. 1641, 07/17/90)</i>	0'	0'	0'	0'
c. From accessory structure or building to accessory structure or building <i>(Ord. No. 1844, 11/03/92); (Ord. No. 2880, 03/02/04)</i>	0'	0'	0'	0'
7. Minimum distance from public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) <i>(Ord. No. 1641, 07/17/90)</i>	18'	18'	18'	18'
8. Minimum lot frontage on a public street (Measured at the front building line) <i>(Ord. No. 2014, 09/06/94)</i>	65'	65'	60'	50'
9. Minimum lot depth (Length of side lot lines)	100'	100'	100'	90'
10. Minimum depth of front setback (Measured from front property line to any structure)	25'	25'	25'	20'

ART. 7 (SF) SINGLE FAMILY DISTRICTS

	<u>(SF-7/16) DISTRICT</u>	<u>(SF-7/14) DISTRICT</u>	<u>(SF-6.5/12) DISTRICT</u>	<u>(SF-5/12) (SF-PH) DISTRICTS</u>
11. Minimum width of side setback: (Distance between structure and any property line not deemed a front or rear yard)	---	---	---	---
a. Main Structure:				
i. Internal lot or abutting an alley (Reference Section G(2)(c)) <i>(Ord. No. 1641, 07/17/90)</i>	6'	6'	6'	For the (SF-5/12) District: 5' For the (SF-PH) District: Reference Sections K(4), K(5) & K(6)
a) One (1) story structure				
b) Structure taller than one story <i>(Ord. No. 2014, 09/06/94)</i>	8'	8'	8'	For the (SF-5/12) District: 5' For the (SF-PH) District: Reference Sections K(4), K(5) & K(6)
ii. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Reference Article 29)	25'	25'	25'	25'
iii. Abutting an arterial thoroughfare where the lot is separated from such thoroughfare by an opaque masonry wall constructed in accordance with Article XXV. of this ordinance; or abutting a collector thoroughfare) (Reference Article 29)	15'	15'	15'	15'
iv. Abutting any other type of street <i>(Ord. No. 1641, 07/17/90)</i>	10'	10'	10'	10'
b. Accessory Buildings & Structures:				
i. Accessory building:				
a) Interior lot or abutting an alley	3'	3'	3'	3'
b) Abutting any street (Same as main structure) <i>(Ord. No. 2880, 03/02/04)</i>	---	---	---	---
ii. Accessory structure, swimming pool, sauna, or hot tub <i>(Ord. No. 1739, 10/01/91); (Ord. No. 1844, 11/03/92)</i>	0'	0'	0'	0'
	<u>(SF-7/16)</u>	<u>(SF-7/14)</u>	<u>(SF-6.5/12)</u>	<u>(SF-5/12)</u>

ART. 7 (SF) SINGLE FAMILY DISTRICTS

	<u>DISTRICT</u>	<u>DISTRICT</u>	<u>DISTRICT</u>	<u>(SF-PH) DISTRICTS</u>
12. Minimum depth of rear setback: (Measured from rear property line to any structure)				
a. Main structure		20'	20'	10'
b. Accessory building: (<i>Ord. No. 1844, 11/03/92</i>)				
i. Minimum distance from dedicated alley (<i>Ord. No. 2880, 03/02/04</i>)	0'	0'	0'	0'
ii. Minimum distance from rear property line without an alley (<i>Ord. No. 2880, 03/02/04</i>)	3'	3'	3'	3'
c. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'	0'	0'
13 Minimum required off-street parking spaces.		(Reference Article 24 of this ordinance)		
14. Minimum Landscape Area Required (<i>Ord. No. 3943, 01/14/20</i>)		(Reference Article 25 of this ordinance)		

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ARTICLE 8
(SF-A, SF-TH)
SINGLE-FAMILY ATTACHED AND
TOWNHOUSE RESIDENTIAL DISTRICTS
(Ord. No. 2835; 07/01/03)

SECTION A. PURPOSE.

1. The (SF-A, SF-TH) Single-Family Residential Districts are intended to be comprised of single-family attached residential dwellings, together with public or denominational schools, churches, and public parks to create basic neighborhood units where the combination of these uses is appropriate.
2. The (SF-A, SF-TH) Single-Family Residential Districts are intended for areas that are properly buffered and protected from non-residential uses, pollution and environmental hazards, or from high volumes of traffic.
3. The (SF-A, SF-TH) Single-Family Residential Districts are suitable for single-family attached residential structures in which each dwelling unit is situated on a separately platted lot of record, where the property line runs coincident with the common wall separating the dwelling units.
4. Institutional Uses should not route traffic through lower density residential areas, and should be located on sites that have direct access to arterial or collector size streets capable of carrying the additional traffic they will generate. *(Ord. 3943, 01/14/20)*

SECTION B. PRINCIPAL USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal use other than such uses as are allowed in the (SF-A, SF-TH) Single-Family Districts, in accordance with Article 5 of this ordinance.

Not more than one dwelling unit shall be allowed per lot of record.

The following additional uses shall be allowed in the (SF-A, SF-TH) Single-Family Districts:

1. Model home, located within the same subdivision where dwellings represented by such model home are under construction or for sale.
2. One temporary building used for a real estate sales office only, located on property being sold within a subdivision, upon approval of the City Manager or Designee, for a period not to exceed 180 days. The City Manager or Designee is authorized, however, to approve additional successive 180-day periods of use, provided that such real estate sales office has been in regular and continuous use for the previous 180 day period. At such time as the use of the real estate sales office is terminated, the City Manager or Designee may require its removal from the subdivision. Such real estate sales office shall be maintained at all times.
3. Temporary on-site construction offices and buildings, upon approval of the City Manager or Designee, limited to the period of construction. Such on-site construction offices and buildings shall be

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

maintained at all times. *(Ord. No. 1705, 05/07/91)*

SECTION C. ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any accessory use other than such uses as are allowed in the (SF-A, SF-TH) Single-Family Districts, in accordance with Article 5 of this ordinance.

The following additional use shall be allowed in the (SF-A, SF-TH) Single-Family Districts:

1. Material recycling collection bin, only on the premises of a governmental, educational or institutional use which is permitted in these districts. *(Ord. No. 1705, 05/07/91)*
2. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(Ord. No. 2338, 06/16/98)
 - a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - b. The following shall be allowed as an accessory use in the (SF-A, SF-TH) Single-Family Districts upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons shall be permitted in accordance with Article V. of this ordinance.

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (SF-A, SF-TH) Single-Family Districts only in accordance with Articles 5 and 21 of this ordinance. *(Ord. No. 1705, 05/07/91)*

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in the (SF-A, SF-TH) Single-Family Districts:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, roof gables, chimneys, communication equipment and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any flagpole, roof gable, chimney or vent stack. (*Ord. No. 3891, 12/11/18*)
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.
4. Water tanks, cooling towers, schools, institutional buildings, silos, barns, and ancillary buildings and facilities of a church, synagogue or temple, exclusive of the main sanctuary, such as a gymnasium or classroom building, may be erected to exceed 25 feet in height, as such building height is determined pursuant to Article 35 of this ordinance, provided that one additional foot shall be added to the front, rear and side yard setback requirements for each foot that such structures exceed 25 feet in height. Such structures shall not exceed 36 feet in height, except as provided in Section F(1) hereinabove.

The requirements established herein for additional setbacks shall not apply to the sanctuary building of a church, synagogue or temple which is in excess of 25 feet in height. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches, including the supporting structure, may project into the required front yard for a distance not to exceed five feet. (*Ord. No. 2880, 03/02/04*)
- b. The supporting structure of an open, unenclosed carport may project into the required front yard for a distance not to exceed five feet; provided, however, that the canopy of such carport shall not be allowed to extend into the required front yard beyond such supporting structure.
- c. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply to living plant material or landscaping, lighting fixtures, flagpoles, mailboxes, basketball

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goal supports and similar structures, fountains, overhead service lines and utility poles, or fences which are situated and constructed in accordance with the applicable codes of the city of Carrollton. Except as provided in Article 29, Section A(1)(f) of this ordinance, fences located within a required front yard shall not exceed three feet in height. (*Ord. No. 1844, 11/03/92*); (*Ord. No. 1947, 10/19/93*)

- d. The location, placement and dimensions of any sign located within these districts shall be permitted in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, belt courses, cornices, roof overhangs, chimneys, and other architectural features may extend an additional 24 inches into a required yard.
- b. The provision contained in Section G(1)(a) and (b) of this Article shall also apply to the required exterior side yard, as herein defined. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1844, 11/03/92*)

SECTION H. IRREGULAR SHAPED LOTS.

Irregular or pie shaped lots, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on a subdivision plat submitted for approval the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements which may exist on the lot. It is the intent of this paragraph to ensure that adequate area exists to allow property placement of a structure on any irregular or pie shaped lot, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

SECTION I. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance and shall be constructed in accordance with the standards prescribed by the city of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION J. SPECIAL OFF-STREET PARKING REGULATIONS.

1. A private garage shall be rear or side entry. The front face of a garage, which shall be defined as that portion of the garage used for vehicular access, shall not directly face a public street, unless otherwise specifically approved by the City Council. A garage may be allowed to face a public street, however, provided:
 - a. That such garage is located behind the main structure or residence; or
 - b. That the main structure is located on a lot within a subdivision for which an approved plat was filed with the appropriate county clerk prior to July 19, 1988, and where such subdivision plat did not provide for the direct access of the lot to an alley; or (*Ord. No. 1947, 10/19/93*)

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

- c. That natural physical features preclude the establishment of a side or rear entry garage, or the placement of the garage behind the main structure or residence. Such determination shall be made by action of the City Council.

SECTION K. MISCELLANEOUS REQUIREMENTS.

(Ord. No. 3891, 12/11/18)

1. UTILITIES:

All utility lateral and service lines located within the (SF-A, SF-TH) Single-Family Residential Districts shall be installed underground, except for transmission or feeder lines, either existing or proposed, which are located within the (SF-A, SF-TH) Single-Family Residential Districts, provided that such transmission or feeder lines shall be located within a paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

2. SATELLITE TELEVISION RECEPTION DISHES:

For any satellite television reception dish with a dish diameter in excess of two and one-half (2 ½) feet, the following shall apply:

- a. Satellite television reception dishes shall be ground mounted only, with a diameter not greater than 10 ½ feet and a height, at any position, not to exceed 12 ½ feet above ground level. A satellite television reception dish shall not be located in front of the main structure or the front building line. Such satellite television reception dish shall be screened in accordance with Article 25 of this ordinance.
- b. No lettering, logo, or any advertising or other writing shall appear on the face or back of such reception dish, except the name of the manufacturer, distributor or seller of such reception dish, provided that such lettering does not exceed two inches in height. *(Ord. No. 1947, 10/19/93); (Ord. No. 2099, 09/05/95)*

3. ACCESSORY STRUCTURES: *(Ord. No. 3421, 01/11/11); (Ord. No. 3653; 12/09/14)*

- a. No accessory structure shall be constructed on a lot without a principal building.
- b. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- c. Accessory buildings shall not have a utility meter separate from the main building.

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

- d. A maximum of one accessory building (not a detached garage) and one detached garage shall be permitted per lot or adjoining lots under a single ownership, except that public schools shall be permitted to use modular classrooms on-site as attendance requires.
- e. Accessory buildings shall not be located between the façade or projected façade of the main building and any adjacent public street, except as allowed in Section G, Subsection 1 of this Article.
- f. Accessory structures shall be screened from the view of any adjacent public street, except for garages or carports directly accessing said street.
- g. Accessory buildings shall not be used as a dwelling unit unless the lot or parcel contains at least 20,000 square feet of buildable area. Buildable area shall be considered the area of the lot or parcel not including designated floodplains or easements.
- h. Regulations by Size of Accessory Building:
(Ord. No. 3891, 12/11/18)
 - i. Accessory buildings with a floor area in excess of 120 square feet up to and including 240 square feet shall be constructed with metal, exterior grade wood siding, or with materials and ratios as similar to the main structure as possible.
 - ii. Accessory buildings with a floor area in excess of 240 square feet up to and including 600 square feet shall be constructed with the same percentage and type of materials as the main structure.
 - iii. Accessory buildings with a floor area in excess of 600 square feet shall be constructed with the same percentage and type of materials as the main building and shall match the architectural style of the main building as much as possible (including, but not limited to, roof style & pitch, window & door design, height measured at the wall top plate and architectural detailing).

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

SECTION L. HEIGHT AND AREA REGULATIONS.

	(SF-A) DISTRICT	(SF-TH) DISTRICT
1. Minimum lot area (Square feet)	4,250	3,500
2. Floor area requirement:		
a. Minimum floor area of dwelling unit (Square feet of living area)	1,200	1,200
b. Maximum for accessory buildings	(Reference Section K(3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>	
3. Maximum height of structure:		
a. Dwelling unit	2 ½ stories, not to exceed 36'	2 ½ stories, not to exceed 36'
b. Accessory building (Reference Also Section K (3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>	15'	15'
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by buildings) <i>(Ord. No. 1844, 11/03/92)</i>	45%	45%
5. Minimum brick or stone content, exterior: (All main buildings in the (SF) Single-Family Districts shall have a percentage not less than specified herein of each exterior elevation below the top plate line, excluding doors, garage doors, and windows, constructed of brick or stone, unless otherwise approved by the Planning & Zoning Commission.) <i>(Ord. No. 1997, 06/21/94)</i>		
a. Main dwelling unit	70%	70%
b. Accessory building in excess of 240 square feet	(Reference Section K(3)(h) of this article) <i>(Ord. No. 3421, 01/11/11)</i>	
6. Minimum distance between detached structures on the same lot or parcel:		
a. From main structure to accessory structures <i>(Ord. No. 1844, 11/03/92)</i>	0'	0'
i. Accessory building greater than 120 square feet of floor area <i>(Ord. No. 2880, 03/02/04)</i>	3'	3'

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	(SF-A) DISTRICT	(SF-TH) DISTRICT
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish (<i>Ord. No. 1557, 07/11/89</i>); (<i>Ord. No. 1641, 07/17/90</i>)	0'	0'
c. From accessory structure or building to accessory structure or building (<i>Ord. No. 1844, 11/03/92</i>); (<i>Ord. No. 2880, 03/02/04</i>)	0'	0'
7. Minimum distance from public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) (<i>Ord. No. 1641, 07/17/90</i>)	18'	18'
8. Minimum lot frontage on a public street (Measured at the front building line)	35'	35'
9. Minimum lot depth (Length of side lot lines)	100'	100'
10. Minimum depth of front setback (Measured from front property line to any structure)	25'	20'
11. Minimum width of side setback (Distance between exterior wall of structure and any property line not deemed a front or rear line)		
a. Main Structure		
i. Internal lot		
a) Common wall coincident with property line	0'	0'
b) Exterior wall not coincident with property line	5'	5'
ii. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Reference Article 29)	25'	25'
iii. Abutting an arterial thoroughfare where the lot is separated from such thoroughfare by an opaque masonry wall constructed in accordance with 25 of this ordinance; or abutting a collector thoroughfare (Reference Article 29)	15'	15'
iv. Abutting any other type of street (<i>Ord. No. 1641, 07/17/90</i>)	10'	10'

ART. 8 (SF-A, SF-TH) SINGLE FAMILY DISTRICTS

b. Accessory Buildings & Structures:		
i. Accessory building:		
a) Interior lot or abutting an alley	3'	3'
b) Abutting any street (Same as main structure) (<i>Ord. No. 2880, 03/02/04</i>)	---	---
ii. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1739, 10/01/91</i>); (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'
12. Minimum depth of rear setback: (Measured from rear property line to any structure)		
a. Main structure	10'	10'
b. Accessory building (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'
i. Minimum distance from dedicated alley (<i>Ord. No. 2880, 03/02/04</i>)	0'	0'
ii. Minimum distance from rear property line without an alley (<i>Ord. No. 2880, 03/02/04</i>)	3'	3'
c. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1844, 11/03/92</i>)	0'	0'
13. Maximum distance of the width of a structure	----	240', not to exceed 8 dwelling units
14. Minimum required off-street parking spaces (Reference Article 24 of this ordinance)		
15. Minimum Landscape Area Required (<i>Ord. No. 3943, 01/14/20</i>)	(See Article 25)	

ARTICLE 9
(D)
DUPLEX RESIDENTIAL DISTRICT
(Ord. No. 3331, 10/06/09 repealed Tri-plex and Four-plex Districts in their entirety)

SECTION A. PURPOSE.

1. The (D) Duplex Residential District is intended to be comprised of duplex residential dwellings with public or denominational schools, churches, and public parks to create basic neighborhood units where the combination of these uses is appropriate. *(Ord. No. 3331, 10/06/09)*
2. The (D) Duplex Residential District is intended for areas that are properly buffered and protected from non-residential uses, pollution and environmental hazards, or from high volumes of traffic. *(Ord. No. 3331, 10/06/09)*
3. The (D) Duplex Residential District is suitable for conventional duplex residential structures, in which the two dwelling units are situated on the same lot of record. Duplex structures may be converted to single-family attached dwellings, as defined by this ordinance, only when developed and subdivided in accordance with the standards prescribed for single-family attached structures per building codes adopted by The City of Carrollton and meet the intent of the (SF-A) Single Family Attached Residential District. *(Ord. No. 3891, 12/11/18)*

SECTION B. PRINCIPAL USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal use other than such uses as are allowed in the (D) Duplex District in accordance with Article 5 of this ordinance. *(Ord. No. 3331, 10/06/09)*

Not more than one duplex residential structure or single-family attached dwelling unit shall be allowed per lot of record in the (D) Duplex District.

The following additional uses shall be allowed in the (D) Duplex District: *(Ord. No. 3331, 10/06/09)*

1. Model home, in the (D) Duplex District only, located within the same subdivision where dwellings represented by such model home are under construction or for sale
2. One temporary building used for a real estate sales office only, located on property being sold within a subdivision, upon approval of the City Manager or Designee, for a period not to exceed 180 days. The City Manager or Designee is authorized, however, to approve additional successive 180 day periods of use, provided that such real estate sales office has been in regular and continuous use for the previous 180 day period. At such time as the use of the real estate sales office is terminated, the City Manager or Designee may require its removal from the subdivision. Such real estate sales office shall be maintained at all times.
3. Temporary on-site construction offices and buildings, upon approval of the City Manager or Designee, limited to the period of construction. Such on-site construction offices and buildings shall be always maintained. *(Ord. No. 1705, 05/07/91)*

ART. 9 (D) DUPLEX DISTRICT

SECTION C. ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any accessory use other than such uses as are allowed in the (D) Duplex District in accordance with Article 5 of this ordinance. *(Ord. No. 3331, 10/06/09)*

The following additional use shall be allowed in the (D) Duplex District: *(Ord. No. 3331, 10/06/09)*

1. Material recycling collection bin, only on the premises of a governmental, educational or institutional use which is permitted in these districts. *(Ord. No. 1705, 05/07/91)*
3. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(Ord. No. 2338, 06/16/98); (Ord. No. 3331, 10/06/09)
 - b. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - b. The following shall be allowed as an accessory use in the (D) Duplex District upon approval of a Special Use Permit in accordance with Article 21 of this ordinance: *(Ord. No. 3331, 10/06/09)*
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons shall be permitted in accordance with Article 5 of this ordinance.

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (D) Duplex District only in accordance with Articles 5 and 21 of this ordinance. *(Ord. No. 1705, 05/07/91); (Ord. No. 3331, 10/06/09)*

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in the (D) Duplex District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance.

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3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, roof gables, chimneys, communication equipment, and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any flagpole, roof gable, chimney or vent stack. (*Ord. No. 3891, 12/11/18*)
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.
4. Water tanks, cooling towers, schools, institutional buildings, silos, barns, and ancillary buildings and facilities of a church, synagogue or temple, exclusive of the main sanctuary, such as a gymnasium or classroom building, may be erected to exceed 25 feet in height, as such building height is determined pursuant to Article 29 of this ordinance, provided that one additional foot shall be added to the front, rear and side yard setback requirements for each foot that such structures exceed 25 feet in height. Such structures shall not exceed 36 feet in height, except as provided in Section F(1) hereinabove.

The requirements established herein for additional setbacks shall not apply to the sanctuary building of a church, synagogue or temple which is in excess of 25 feet in height. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches, including the supporting structure, may project into the required front yard for a distance not to exceed five feet. (*Ord. No. 2880, 03/02/04*)
- b. The supporting structure of an open, unenclosed carport may project into the required front yard for a distance not to exceed five feet; provided, however, that the canopy of such carport shall not be allowed to extend into the required front yard beyond such supporting structure.
- c. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply, however, to living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, basketball goal supports and similar structures, fountains, and overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes

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of the City of Carrollton. Except as provided in Article 29, Section A(1)(f) of this ordinance, fences located within a required front yard shall not exceed three feet in height. (*Ord. No. 1844, 11/03/92*); (*Ord. No. 1947, 10/19/93*)

- d. The location, placement and dimensions of any sign located within these districts shall be permitted in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, belt courses, cornices, roof overhangs, chimneys, and other architectural features may extend an additional 24 inches into a required yard.
- b. The provisions contained in Section G(1)(a) and (b) of this Article shall also apply to the required exterior side yard, as herein defined. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1844, 11/03/92*)

SECTION H. IRREGULAR SHAPED LOTS.

Irregular or pie shaped lots, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on a subdivision plat submitted for approval the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements which may exist on the lot. It is the intent of this paragraph to ensure that adequate area exists to allow proper placement of a structure on any irregular or pie shaped lot, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

SECTION I. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION J. SPECIAL OFF-STREET PARKING REGULATIONS.

1. A private garage shall be rear or side entry. The front face of a garage, which shall be defined as that portion of the garage used for vehicular access, shall not directly face a public street, unless otherwise specifically approved by the City Council. A garage may be allowed to face a public street, however, provided:
 - a. That such garage is located behind the main structure or residence; or
 - b. That the main structure is located on a lot within a subdivision for which an approved plat was filed with the appropriate county clerk prior to July 19, 1988, and where such subdivision plat did not provide for the direct access of the lot to an alley; or (*Ord. No. 1947, 10/19/93*)
 - c. That natural physical features preclude the establishment of a side or rear entry garage, or the placement of the garage behind the main structure or residence. Such determination shall be made by action of the City Council.

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SECTION K. MISCELLANEOUS REQUIREMENTS.

(Ord. No. 3891, 12/11/18)

1. UTILITIES:

All utilities located within the (D) Duplex Residential District shall be installed underground, except for transmission and feeder lines, either existing or proposed, which are located within the (D) Duplex Residential District, provided that such transmission or feeder lines shall be located within a paved easement or alley way provided by the property owner. *(Ord. No. 3331, 10/06/09)*

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

2. SATELLITE TELEVISION RECEPTION DISHES:

For any satellite television reception dish with a dish diameter in excess of two and one-half feet, the following shall apply:

- a. Satellite television reception dishes shall be ground mounted only, with a diameter not greater than 10 ½ feet and a height, at any position, not to exceed 12 ½ feet above ground level. A satellite television reception dish shall not be located in front of the main structure or the front building line. Such satellite television reception dish shall be screened in accordance with Article 25 of this ordinance.
- b. No lettering, logo, or any advertising or other writing shall appear on the face or back of such reception dish, except the name of the manufacturer, distributor or seller of such reception dish, provided that such lettering does not exceed two inches in height. *(Ord. No. 1947, 10/19/93); (Ord. No. 2099, 09/05/95)*

3. ACCESSORY STRUCTURES:

- a. No accessory structure shall be constructed on a lot without a principal building.
- b. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- c. Accessory buildings shall not have a utility meter separate from the main building.
- d. A maximum of one accessory building (not a detached garage) and one detached garage shall be permitted per lot or adjoining lots under a single ownership, except that public schools shall be permitted to use modular classrooms on-site as attendance requires.

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- e. Accessory buildings shall not be located between the façade or projected facade of the main building and any adjacent public street, except as allowed in Section G, Subsection 1 of this Article.
- f. Accessory structures shall be screened from the view of any adjacent public street, except for garages or carports directly accessing said street.
- g. Accessory buildings shall not be used as a dwelling unit unless the lot or parcel contains at least 20,000 square feet of buildable area. Buildable area shall be considered the area of the lot or parcel not including designated floodplains or easements.
- h. Regulations by Size of Accessory Building:
(*Ord. No. 3891, 12/11/18*)
 - i. Accessory buildings with a floor area in excess of 120 square feet up to and including 240 square feet shall be constructed with metal, exterior grade wood siding, or with materials and ratios as similar to the main structure as possible.
 - ii. Accessory buildings with a floor area in excess of 240 square feet up to and including 600 square feet shall be constructed with the same percentage and type of materials as the main structure.
 - iii. Accessory buildings with a floor area in excess of 600 square feet shall be constructed with the same percentage and type of materials as the main building, and shall match the architectural style of the main building as much as possible (including, but not limited to, roof style and pitch, window & door design, height measured at the wall top plate and architectural detailing.
(*Ord. No. 3653, 12/09/14*)

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SECTION L. HEIGHT AND AREA REGULATIONS

(Ord. No. 3331, 10/06/09)

**(D)
DISTRICT**

1. Minimum lot area (Square feet)	8,500
2. Floor area requirement:	
a. Minimum floor area of dwelling unit: (Square feet of living area)	
i. Efficiency unit	1,200
ii. 1 bedroom unit	1,200
iii. 2 bedroom unit	1,200
iv. 3 bedroom unit	1,200
b. Maximum for accessory buildings (Reference Section K(3)(f) of this article) <i>(Ord. No. 2880, 03/02/04)</i>	600
3. Minimum average dwelling unit per building (Square feet of living area)	1,200
4. Maximum height of structure:	
a. Dwelling unit	2½ stories, not to exceed 36'
b. Accessory building (Reference Section K (3)(g) of this article) <i>(Ord. No. 2880, 03/02/04)</i>	15'
5. Maximum building coverage (Percentage of total lot area) (Percent of lot area which can be covered by buildings) <i>(Ord. No. 1844, 11/03/92)</i>	45%
6. Minimum brick or stone content, exterior: (All main buildings in these residential districts shall have a percentage of total exterior walls not less than specified herein below the first floor top plate line, excluding doors, garage doors, and windows, constructed of brick or stone, unless otherwise approved by the Planning and Zoning Commission.) <i>(Ord. No. 3891, 12/11/18)</i>	
a. Main dwelling unit	60%
b. Accessory building in excess of 240 square feet (Reference Section K(3)(h) of this article) <i>(Ord. No. 2880, 03/02/04)</i>	---
7. Maximum amount of impervious coverage (As a percentage of total lot area)	90%
8. Minimum amount of landscaped area <i>(Ord. No. 3943, 01/14/20)</i>	(See Article 25)

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**(D)
DISTRICT**

9. Minimum distance between detached structures on the same lot or parcel:	
a. From main structure to accessory structures (<i>Ord. No. 1844, 11/03/92</i>)	0'
i. Accessory building greater than 120 square feet of floor area. (<i>Ord. No. 2880, 03/02/04</i>)	3'
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish (<i>Ord. No. 1557, 07/11/89</i>); (<i>Ord. No. 1641, 07/17/90</i>)	0'
c. From accessory structure or building to accessory structure or building (<i>Ord. No. 1844, 11/03/92</i>); (<i>Ord. No. 2880, 03/02/04</i>)	0'
10. Minimum distance from public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply.) (<i>Ord. No. 1641, 07/17/90</i>)	18'
11. Minimum lot frontage on a public street (Measured at the front building line)	70'
12. Minimum lot depth (Length of side lot lines)	100'
13. Minimum depth of front setback (Measured from front property line to any structure)	25'
14. Minimum width of side setback: (Distance between exterior wall of structure and any property line not deemed a front or rear yard)	25'
a. Main Structure:	
i. Internal lot or abutting an alley (<i>Ord. No. 1641, 07/17/90</i>)	5'
ii. Abutting a freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan, (Reference Article 29)	25'
15. Abutting an arterial thoroughfare where the lot is separated from such thoroughfare by an opaque masonry wall constructed in accordance with Article 25 of this ordinance; or abutting a collector thoroughfare (Reference Article 29)	15'

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	(D) DISTRICT
16. Abutting any other type of street (<i>Ord. No. 1641, 07/17/90</i>)	10'
a. Accessory Buildings & Structures:	
i. Accessory building:	
a) Interior lot or abutting an alley	3'
b) Abutting any street (Same as main structure) (<i>Ord. No. 2880, 03/02/04</i>)	---
ii. Accessory structure, swimming pool, sauna or hot tub. (<i>Ord. No. 1739, 10/01/91</i>); (<i>Ord. No. 1844, 11/03/92</i>)	0'
17. Minimum depth of rear setback: (Measured from rear property line to any structure)	
a. Main structure	10'
b. Accessory building (<i>Ord. No. 1844, 11/03/92</i>)	
i. Minimum distance from dedicated alley (<i>Ord. No. 2880, 03/02/04</i>)	0'
ii. Minimum distance from rear property line without an alley (<i>Ord. No. 2880, 03/02/04</i>)	3'
c. Swimming pool, sauna, hot tub, or satellite dish (<i>Ord. No. 1844, 11/03/92</i>)	0'
18. Minimum required off-street parking spaces (Reference Article 24 of this ordinance)	

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 10
(MF-12, MF-15, MF-18)
MULTI-FAMILY RESIDENTIAL DISTRICTS

SECTION A. PURPOSE.

1. The (MF-12, MF-15, MF-18) Multi-Family Residential Districts are established to provide adequate space and site diversification for higher density residential development.
2. These zoning districts permit high density residential development, and should be located where additional requirements for streets, water, sewer, fire protection, drainage, and open space are met. Uses permitted within the (MF-12, MF-15, MF-18) Multi-Family Residential Districts should not route traffic through lower density residential areas, and should be located on sites that have direct access to arterial or collector size streets capable of carrying the additional traffic they will generate.
3. Multi-family residential uses may serve as a transition between single-family and commercial or industrial uses, yet should be properly buffered from non-residential land uses and traffic, pollution, and/or environmental hazards.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in any (MF) Multi-Family District, in accordance with Article V. of this ordinance.

The following additional uses shall be allowed in any (MF) Multi-Family District:

1. One temporary building used for a real estate sales office only, located on property being sold within a subdivision, upon approval of the City Manager or Designee, for a period not to exceed 180 days. The City Manager or Designee is authorized, however, to approve additional successive 180 day periods of use, provided that such real estate sales office has been in regular and continuous use for the previous 180 day period. At such time as the use of the real estate sales office is terminated, the City Manager or Designee may require its removal from the subdivision. Such real estate sales office shall be maintained at all times;
2. Temporary on-site construction offices and buildings, upon approval of the City Manager or Designee, limited to the period of construction. Such on-site construction offices and buildings shall be maintained at all times;
3. Meeting, party and/or social buildings, laundry facilities, and complex offices, as an accessory use to an apartment complex on the same lot of record;
4. Material recycling collection bin, only on the premises of a governmental, educational or institutional use which is permitted in these districts. (*Ord. No. 1705, 05/07/91*)

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5. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:

(Ord. No. 2338, 06/16/98)

- a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
- b. The following shall be allowed as an accessory use in any (MF) Multi-Family District upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
- c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons shall be permitted in accordance with Article 5 of this ordinance.

SECTION C. TECHNICAL SITE PLAN REVIEW.

An apartment or residential condominium complex, tri-plex, or four-plex shall be allowed in any (MF) Multi-Family Residential District. A technical review and approval of a site plan shall be required, however, by the Planning and Zoning Commission at an advertised public hearing prior to issuance of a building permit. Such site plan is intended to ensure compliance with the provisions of this ordinance and compatibility between the particular use and the neighborhood. The site plan shall be accompanied by a rendition of a typical building elevation, and shall be prepared and submitted in a manner as prescribed by the Planning and Zoning Commission, instructions of which shall be available from the Planning Department.

Where the Planning and Zoning Commission recommends a deviation from the literal application of this ordinance such that more restrictive standards may be required, such standards shall become effective only upon approval of the City Council at an advertised public hearing. The Planning and Zoning Commission may recommend, and the City Council may require, such additional standards for the following items only:

1. Require a screening wall or fence between such use and any other adjacent use where such wall or fence would not normally be required by Article 25 of this ordinance;
2. Require a maximum structure height which is less than the maximum height established by this Article;
3. Require a greater front, side or rear yard setback than is established by this Article;

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4. Require an exterior brick or stone content greater than is established by this Article;
5. Require on-site landscape greater than is established by Article 25 of this ordinance for this district.

Notice of such site plan review by the Planning and Zoning Commission and/or City Council shall be made in the same manner as for a change of zoning, as prescribed by Article 32 of this ordinance. The erection of notification signs shall not be required, however. Any change to the total square footage of a building or facility which requires a site plan, such change being in excess of 500 square feet, shall require the submission and approval of a site plan.

Such uses shall be subject to the requirements of the subdivision ordinance, building codes, fire code, or any other applicable code or ordinance of the City of Carrollton. (*Ord. No. 1705, 05/07/91*)

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in any (MF) Multi-Family District only in accordance with Articles 5 and 21 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in any (MF) Multi-Family District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance.
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance.
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION F. SCREENING REQUIREMENTS.

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

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2. OFF-STREET PARKING:

Off-street parking of motor vehicles in connection with any use permitted within the (MF-12, MF-15, MF-18) Multi-Family Residential Districts shall be screened from any adjacent arterial thoroughfare or freeway frontage road, as identified on the Carrollton Thoroughfare Plan, by a landscaped earthen berm constructed on private property to a minimum height of three feet. Side slopes of such berm shall have a minimum of three feet of horizontal distance for each one foot of height.

In lieu of the required earthen berm, any combination of live plant material and berming shall be permitted, provided that such combination creates a solid visual barrier of not less than three feet in height, measured at the highest finished grade, at the time of planting.

The areas adjacent to any required screening wall or earthen berm, or areas adjacent to a public street or right-of-way, shall be maintained in a clean and orderly condition by the property owner, free of debris and trash, in accordance with the applicable codes of the City of Carrollton.

Off-street parking located between any main building and any public street (but not including alleys), shall have enhanced internal landscaping defined as no less than one parking lot landscape island for each 10 spaces. (*Ord. No. 3514, 09/11/12*)

SECTION G. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, roof gables, chimneys, communication equipment, and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any flagpole, roof gable, chimney or vent stack.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.
4. Water tanks, cooling towers, schools, institutional buildings, silos, barns, and ancillary buildings and facilities of a church, synagogue or temple, exclusive of the main sanctuary, such as a gymnasium or classroom building, may be erected to exceed 25 feet in height, as such building height is determined pursuant to Article 35 of this ordinance, provided that one additional foot shall be added to the front, rear and side yard setback requirements for each foot that such structures exceed 25 feet in height. Such structures shall not exceed 36 feet in height, except as provided in Section F (1) hereinabove.

The requirements established herein for additional setbacks shall not apply to the sanctuary building of a church, synagogue or temple which is in excess of 25 feet in height. (*Ord. No. 2572, 11/07/00*)

SECTION H. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches may extend into the required front *and/or side* yard for a distance not to exceed five feet;
- b. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply to living plant material or landscaping, lighting fixtures, flagpoles, mailboxes, basketball goal supports and similar structures, fountains, overhead service lines and utility poles, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton. (*Ord. No. 1947, 10/19/93*)
- c. The location, placement and dimensions of any sign located within these districts shall be permitted in accordance with the applicable provisions of the Sign Ordinance.

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of window sills, eaves, balconies, belt courses, cornices, roof overhangs, chimneys, or other architectural features may extend an additional five feet into a required yard.

SECTION I. IRREGULAR SHAPED LOTS.

Irregular or pie shaped lots, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on a subdivision plat submitted for approval the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements which may exist on the lot. It is the intent of this paragraph to ensure that adequate area exists to allow proper placement of a structure on any irregular or pie shaped lot, or any lot located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

SECTION J. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION K. SPECIAL PARKING REGULATIONS.

(*Ord. No. 3891, 12/11/18*)

1. Every required off-street parking space or spaces shall be located within 150 feet of the apartment or multi-family dwelling unit to be served by such space or spaces. This distance shall be measured in a straight line, irrespective of intervening structures, from the front door of the dwelling unit to the nearest point of the designated parking stall.

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2. No off-street parking space or vehicle storage area shall be located within the designated front yard.
3. No off-street parking space or vehicle storage area for recreational vehicles (“RV’s”), boats or similar vehicles shall be located between a street right-of-way and the building façade or projected building façade of the building(s) closest to said street right-of-way. Any such parking space or vehicle storage area shall be screened from view of the street right-of-way in a manner to completely obscure the view of any parked or stored recreational vehicle, boat or similar vehicle. *(Ord. No. 3514 09/11/12)*

SECTION L. MISCELLANEOUS REQUIREMENTS.

1. UTILITIES:

All utility lateral and service lines located within the (MF) Multi-Family Residential Districts shall be installed underground, except for any transmission lines or feeder lines, either existing or proposed, located within the (MF) Multi-Family Districts, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground services.

2. SATELLITE TELEVISION RECEPTION DISHES: *(Ord. No. 3514, 09/11/12); (Ord. No. 3891, 12/11/18)*

Common areas located on the roof(s) of the building(s) shall be provided for the installation of satellite television reception dishes for each dwelling unit in said building. Said common area shall be screened in accordance with Article 28 Performance Standards related to roof-top screening.

All satellite television reception dishes on site shall be located in said common area.

3. LANDSCAPING & DETENTION OR RETENTION:

Landscaping shall be provided on the premises of any property within the (MF-12, MF-15, MF-18) Multi-Family Districts in accordance with Article 25 of this ordinance.

The design and location of any proposed on-site detention or retention ponds, shall be included as part of the Technical Site Plan approval process. *(Ord. No. 3514, 09/11/12)*

4. BUILDING ELEMENTS: *(Ord. No. 3514, 09/11/12)*

- a. Staircases shall be screened from view from public streets (but not including alleys). This may be accomplished by substantially enclosing them in an architectural manner consistent with the design of the building, by placing them away from public streets or by any other method which achieves the objective.

ART. 10 (MF) MULTI-FAMILY DISTRICTS

- b. Utility meters and similar mechanical equipment shall be screened from view from any public street (not including alleys). This may be accomplished by placing them in meter closets or cabinets consistent with the architectural design of the building, by placing them away from public streets, by screening them with evergreen shrubs and trees adequate to screen said equipment at the time of planting, or by any other method which achieves the objective.
- c. Any multi-family project that has a single block form of design shall be required to use the ‘urban’ style flat-roof line that reinforces the vertical orientation and composition of design elements. Projects with multiple building blocks that encompass a gradient of building heights up to three stories shall represent the primary characteristics of roof line identity of the lowest building height.
- d. Any siding material used shall be horizontally slatted or have a “clapboard” appearance.
- e. Any carports, detached garages or similar vehicular or other storage structures shall have an architectural design consistent with the overall architectural design of the project.
- f. Any fencing, screening walls, retaining walls or similar features shall have a design consistent with the overall architectural design of the project.

ART. 10 (MF) MULTI-FAMILY DISTRICTS

SECTION M. HEIGHT AND AREA REGULATIONS.

	(MF-12) DISTRICT	(MF-15) DISTRICT	(MF-18) DISTRICT
1. Minimum lot area (Square feet)	10,000	10,000	10,000
2. Maximum density (Dwelling units per net acre) (Net acre shall be defined as the acreage of a site less any existing or proposed rights-of-way or flood plain that is not either reclaimed or substantially improved as open space and incorporated into the project. The Planning and Zoning Commission shall make a determination, where necessary, at the time of site plan approval as to the degree of improvement necessary to include the flood plain in the acreage/density calculation) (<i>Ord. No. 1739, 10/01/91</i>)	12 du/ac	15 du/ac	18 du/ac
3. Minimum floor area per dwelling unit (Square feet of living area)			
a. Efficiency unit	600	600	600
b. 1 bedroom unit	600	600	600
c. 2 bedroom unit	800	800	800
d. 3 bedroom unit	1,000	1,000	1,000
(Minimum required floor area shall be computed exclusive of breezeways, garages, porches, carports, accessory buildings, or accessory space, and shall include only that area designated and used specifically for dwelling purposes.)			
4. Maximum height of structure (A maximum height of 3 stories is allowed where an enclosed garage occupies the first floor of the building.) (<i>Ord. No. 2099, 09/05/95</i>); (<i>Ord. No. 3514, 09/11/12</i>)	2 stories	2 stories	2 stories
5. Minimum brick or stone content, exterior	75%	75%	75%
(All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick or stone unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) (<i>Ord. No. 3514, 09/11/12</i>); (<i>Ord. No. 3891, 12/11/18</i>)			
6. Maximum amount of impervious coverage (As a percentage of total lot area)	80%	80%	80%
7. Minimum amount of landscaped area (<i>Ord. No. 3943, 01/14/20</i>)		(See Article 25)	

ART. 10 (MF) MULTI-FAMILY DISTRICTS

8.	Minimum distance between detached structures on the same lot or parcel			
a.	From main structure to main structure, with doors and or windows on facing walls	20'	20'	20'
b.	From main structure to main structure, without doors and/or windows on facing walls	10'	10'	10'
c.	From main structure to accessory structures (Ord. No. 1557, 07/11/89) (Ord. No. 1844, 11/03/92)	0'	0'	0'
d.	From main structure to swimming pool, sauna, hot tub, antenna, carport (Ord. No. 1557, 07/11/89) (Ord. No. 1641, 07/17/90)	0'	0'	0'
e.	Structures facing upon an open court	30'	30'	30'
9.	Minimum distance from public right-of-way, alley, or driveway, street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) (Ord. No. 1641, 07/17/90)	18'	18'	18'
10.	Minimum lot frontage on a public street (Measured at the front building line)	100'	100'	100'
11.	Minimum lot depth (Length of side lot lines)	100'	100'	100'
12.	Minimum depth of front setback (Measured from front property line to any structure) (Reference Figure 5.5, Appendix A)			
a.	Without a circular drive or similar entrance way located in front of any building(s) within a multi-family complex	25'	25'	25'
b.	With a circular drive or similar entrance way located in front of any building(s) within a multi-family complex	35'	35'	35'
13.	Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)			
a.	Main Structure			
i.	From internal lot line to main and accessory structures or alley (Ord. No. 1641, 07/17/90)	20'	20'	20'

ART. 10 (MF) MULTI-FAMILY DISTRICTS

ii. Main structures to adjacent property zoned to a (SF) single-family residential district <i>(Ord. No. 3514, 09/11/12)</i>	1.5 times height of said main structure	1.5 times height of said main structure	1.5 times height of said main structure
b. Accessory Structures			
i. Accessory structure, swimming pool, sauna, hot tub <i>(Ord. No. 1739, 10/01/91); (Ord. No. 1844, 11/03/92); (Ord. No. 3514, 08/07/12)</i>	0'	0'	0'
ii. Accessory structures abutting property zoned to a (SF) single-family residential district	20'	20'	20'
c. From any structure to any adjacent street of any type <i>(Ord. No. 1844, 11/03/92)</i>	25'	25'	25'
14. Minimum depth of rear setback (Measured from rear property line to any structure)			
a. Main Structure			
i. Main structure	20'	20'	20'
ii. Main structure abutting property zoned a (SF) single-family residential district <i>(Ord. No. 3514, 09/11/12)</i>	1.5 times height of said main structure	1.5 times height of said main structure	1.5 times height of said main structure
b. Accessory Structures			
i. Accessory structure, swimming pool, hot tub, <i>(Ord. No. 1844, 11/03/92); (Ord. No. 3514 08/07/12)</i>	0'	0'	0'
ii. Accessory structure abutting property zoned to a (SF) single-family residential district	20'	20'	20'
c. From any structure to any adjacent street of any type <i>(Ord. No. 1844, 11/03/92)</i>	25'	25'	25'
15. Minimum required off-street parking			
(Reference Article 24 of this ordinance)			

ARTICLE 11
(MHP)
MOBILE HOME PARK DISTRICT
(Ord. No. 2835; 07/01/03)

SECTION A. PURPOSE.

1. The (MHP) Mobile Home Park District is intended to provide adequate space for mobile home park and subdivision development. This district recognizes the mobile home as a specific form of housing which may be suitable in certain areas of the City.

SECTION B. PRINCIPAL USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal use other than such uses as are allowed in the (MHP) Mobile Home Park District, in accordance with Article 5 of this ordinance.

Not more than one mobile home shall be allowed per space or lot of record. Such mobile home shall be properly connected to a city-approved water and sewer service.

The following additional uses shall be allowed in the (MHP) Mobile Home Park District:

1. One temporary building used for a real estate sales office only, located on property being sold within a subdivision, upon approval of the City Manager or Designee, for a period not to exceed 180 days. The City Manager or Designee is authorized, however, to approve additional successive 180 day periods of use, provided that such real estate sales office has been in regular and continuous use for the previous 180 day period. At such time as the use of the real estate sales office is terminated, the City Manager or Designee may require its removal from the subdivision. Such real estate sales office shall be maintained at all times;
2. Temporary on-site construction offices and buildings, upon approval of the City Manager or Designee, limited to the period of construction. Such on-site construction offices and buildings shall be maintained at all times. *(Ord. No. 1705, 05/07/91)*

SECTION C. ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any accessory use other than such uses as are allowed in the (MHP) Mobile Home Park District, in accordance with Article 5 of this ordinance.

The following additional accessory uses shall be allowed in the (MHP) Mobile Home Park District:

1. Meeting, party and/or social buildings, laundry facilities, and complex offices, as an accessory use to

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the mobile home park or subdivision;

2. Material recycling collection bin, only on the premises of a governmental, educational or institutional use which is permitted in this district. *(Ord. No. 1705, 05/07/91)*

SECTION D. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (MHP) Mobile Home Park District only in accordance with Articles 5 and 21 of this ordinance. *(Ord. No. 1705, 05/07/91)*

SECTION E. PROHIBITED USES.

The following uses shall be specifically prohibited in the (MHP) Mobile Home Park District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. Mobile homes not appropriately connected to city water and sewer service, as determined by the City Manager or Designee;
4. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district;
5. Travel trailers, campers, or recreational vehicles (RV) as the principal use on a space or lot, or as a place of residence. *(Ord. No. 1705, 05/07/91)*

SECTION F. DEVELOPMENT PLAN REQUIRED.

An application for the (MHP) Mobile Home Park District shall be accompanied by a Development Plan. The Planning and Zoning Commission shall make its recommendation to the City Council in accordance with the standard procedures for a change of zoning in the City of Carrollton. The Planning and Zoning Commission and City Council may approve the Development Plan as submitted or make any modifications thereto as may be appropriate, provided that such modifications are not inconsistent with the minimum requirements of this Article. The approved Development Plan shall become a part of the amending ordinance.

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1. CONTENT:

The Development Plan for a (MHP) Mobile Home Park District shall include:

- a. A scale drawing showing any proposed public or private streets and alleys, building sites or building lots; any areas proposed for dedication or reservation as parks, parkways, playgrounds, utility and garbage pick-up easements, school sites, street widening, or street changes; the points of ingress and egress from existing public streets on an accurate survey of the boundary of the tract, and topography with a contour interval of not greater than five feet, or spot grades where the relief is limited;
- b. Where building complexes are proposed, the development plan shall show the location of each building and the minimum distance between buildings, and between buildings and the property line, street line and/or alley line;
- c. The development plan shall indicate the arrangement and provision of off-street parking and off-street loading space, where required. Such may be presented by a typical example indicating the arrangement proposed. Any special traffic regulation facilities proposed or required to ensure the safe function of the circulation plan shall also be shown;
- d. Screening and landscaping shall be shown, indicating the location of any screening walls, ornamental plantings, playgrounds, wooded areas to be retained, lawns and gardens, as required by this ordinance or as may be determined to be necessary by the City Council;
- e. Any or all of the required features may be incorporated on a single drawing if such drawing is clear and capable of evaluation and interpretation.

SECTION G. SPECIAL HEIGHT REGULATIONS.

1. Church steeples, domes, spires, flagpoles, roof gables, chimneys, communication equipment, and vent stacks may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, roof gable, chimney or vent stack.
2. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article.

SECTION H. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Open and unenclosed terraces and porches may extend into the required front yard for a distance not to exceed five feet; provided, however, that no supporting structure for such extensions shall be located within the required front yard.
- b. The supporting structure of an open, unenclosed carport may project into the required front yard for a distance not to exceed five feet; provided, however, that the canopy of such carport shall not be allowed to extend into the required front yard beyond such supporting structure.

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- c. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded mobile home space or lot to the sky. The requirements of this paragraph shall not apply to living plant material or landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and utility poles, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton. Except as provided in Article 29, Section A(1)(f) of this ordinance, fences located within a required front yard shall not exceed three feet in height. (*Ord. No. 1844, 11/03/92*)
- d. The location, placement and dimensions of any sign located within this district shall be permitted in accordance with the applicable provisions of the Sign Ordinance.

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, belt courses, cornices, roof overhangs, eaves, chimneys, and other architectural features may extend an additional 24 inches into a required yard.
- b. The provisions contained in Section (H)(1)(a) and (b) of this Article shall also apply to the required exterior side yard, as herein defined. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1844, 11/03/92*)

SECTION I. IRREGULAR SHAPED MOBILE HOME SPACES OR LOTS.

Irregular or pie shaped mobile home spaces or lots, or any mobile home space or lot located on an "eyebrow", cul-de-sac or curved portion of a street, may be required to demonstrate on the development plan the ability to accommodate a building envelope for a structure meeting the minimum floor area as required herein. Such building envelope shall be established consistent with all required setback lines, which shall be computed inclusive of any easements which may exist on the lot. It is the intent of this paragraph to ensure that adequate area exists to allow proper placement of a structure on any irregular or pie shaped mobile home space or lot, or any mobile home space or lot located on an "eyebrow", cul-de-sac or curved portion of a street. (Reference Figure 1.2, Appendix A)

SECTION J. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION K. MISCELLANEOUS REQUIREMENTS.

1. UTILITIES:

All utility lateral and service lines located within the (MHP) Mobile Home Park District shall be installed underground, except for transmission or feeder lines, either existing or proposed, which are located within the (MHP) Mobile Home Park District, provided that such transmission or feeder lines shall be located within a paved easement or alley way provided by the property owner.

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Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

2. SATELLITE TELEVISION RECEPTION DISHES:

For any satellite television reception dish with a dish diameter in excess of two and one-half feet, the following shall apply.

- a. Satellite television dishes located within the (MHP) Mobile Home Park District shall be ground mounted only, with a diameter not greater than 10 ½ feet and a height at any position, not to exceed 12 ½ feet above ground level. A satellite television reception dish shall not be located in front of the main structure or the front building line, and shall not be erected closer than three feet from any rear or side property line of a lot, or from any rear or side perimeter line of a mobile home space. Such satellite television reception dish shall be screened in accordance with Article 25 of this ordinance.
- b. No lettering, logo, or any advertising or other writing shall appear on the face or back of such reception dish, except the name of the manufacturer, distributor, or seller of such reception dish, provided that such lettering does not exceed two inches in height. (*Ord. No. 2099, 09/05/95*)

3. OPEN SPACE AREA:

Open space shall be provided within a mobile home park or subdivision at the ratio of 500 square feet for each of the first 20 units, and 200 square feet for each additional unit in excess of 20.

4. SPECIAL DEVELOPMENT STANDARDS:

- a. Sanitation, fire protection, and underground utility service shall be provided to each mobile home space or lot in accordance with the Carrollton Environmental Health Department requirements or any ordinance or code of the city regulating sanitation, fire protection, and utility service to mobile home developments;
- b. Foundation skirts shall be installed on each mobile home;
- c. Ingress and egress to the property shall be provided in accordance with the requirements of the Carrollton Department of Transportation;
- d. Drainage and garbage collection rights-of-way, fire lanes, and utility easements shall be provided as required by the City. Such can be accomplished by designating all private interior drives within the project as easements for vehicular access and service.

5. INTERIOR DRIVES:

Private interior drives shall have a minimum easement width of 40 feet and shall have a minimum paved roadway width of 28 feet.

Public interior streets shall be located within dedicated right-of-way, and shall have a minimum paved roadway width provided in accordance with the applicable standards established in Appendix A of the Carrollton Code of Ordinances, otherwise known as the Subdivision Ordinance.

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6. PAVING:

All private interior drives, entrances, and service drives shall have a minimum surfacing of six inches compacted gravel and two coats of penetration asphalt, and shall have a six inch raised curb and gutter of concrete meeting the street standards of the City of Carrollton. The developer shall bear the total cost of construction and maintenance of all such improvements, including curb and drainage structures that may be necessary.

All parking areas and public streets shall be paved in accordance with the standards prescribed by the City of Carrollton.

7. SCREENING:

A solid, opaque screening wall or fence of not less than six feet in height, measured at the highest finished grade, shall be provided along all perimeter property lines of a mobile home park or subdivision which do not abut a dedicated street, as indicated on the Development Plan. This requirement can be waived if natural or man-made physical features create an adequate separation or buffer from adjacent uses, as determined by the City Council.

Such mobile home park or subdivision shall be screened from any adjacent arterial thoroughfare in accordance with Article 25 of this ordinance.

8. WATER AND SEWER:

Each mobile home space or lot shall be served by water and sanitary sewer. Engineering plans for water and sanitary sewer shall be submitted for review by the city. All applicable requirements of the city shall be complied with.

9. DRAINAGE:

Engineering plans for drainage shall be submitted for review by the city. All applicable requirements of the city shall be complied with.

10. CONSTRUCTION PLANS:

The construction plans for each installment shall be submitted to, and approved by, the city prior to the issuance of any permit for construction.

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SECTION L. HEIGHT AND AREA REGULATIONS.

	<u>(MHP) DISTRICT</u>
1. Minimum mobile home space or lot area (Square feet)	7,000
2. Minimum floor area of dwelling unit (Square feet of living area)	1,150
3. Maximum height of structure	1½ stories, not to exceed 17'
4. Maximum building coverage (As a percentage of total mobile home space or lot area) (Percent of lot area which can be covered by buildings) (<i>Ord. No. 1844, 11/03/92</i>)	45%
5. Minimum distance between detached structures on the same lot or mobile home space	
a. From main structure to accessory structures (<i>Ord. No. 1844, 11/03/92</i>)	0'
b. From main structure to swimming pool, sauna, hot tub, antenna, carport, or satellite dish (<i>Ord. No. 1641, 07/17/90</i>)	0'
6. Minimum distance from a private drive, public right-of-way, alley, or street or alley easement to entrance of a garage or enclosed carport. (Where the applicable front, rear, or side yard requires a greater setback, such front, rear, or side yard setback shall apply) (<i>Ord. No. 1641, 07/17/90</i>)	18'
7. Minimum mobile home space or lot frontage on a street or drive (Measured at the front building line)	60'
8. Minimum mobile home space or lot depth (Length of side mobile home space or lot lines)	100'
9. Minimum depth of front setback (Measured from front property line or front line of mobile home space to any structure)	25'
10. Minimum width of side setback (Distance between structure and any property line or any mobile home space line not deemed a front or rear yard)	
a. Main Structure	
i. Internal mobile home space or lot, or abutting an alley (<i>Ord. No. 1641, 07/17/90</i>)	10'
ii. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Reference Article 29)	25'

ART. 11 (MHP) MOBILE HOME PARK DISTRICT

	<u>(MHP) DISTRICT</u>
iii. Abutting an arterial thoroughfare where the lot is separated from such thoroughfare by an opaque masonry wall constructed in accordance with Article 25 of this ordinance; or abutting a collector thoroughfare (Reference Article 29)	15'
iv. Abutting any other type of street (<i>Ord. No. 1739, 10/01/91</i>)	10'
b. Accessory Structures	
i. Accessory structure, swimming pool, sauna, or hot tub (<i>Ord. No. 1739, 10/01/91</i>); (<i>Ord. No. 1844, 11/03/92</i>)	0'
11. Minimum depth of rear setback (Measured from rear property line or rear line of mobile home space to any structure)	
a. Main structure	10'
b. Accessory structure (<i>Ord. No. 1844, 11/03/92</i>)	0'
c. Swimming pool, sauna, or hot tub (<i>Ord. No. 1844, 11/03/92</i>)	0'
12. Minimum required off-street parking spaces	Reference Article 24 of this ordinance
13. Minimum amount of landscaped area	(See Article 25)

ARTICLE 12
(O-1, O-2, O-3, O-4)
OFFICE DISTRICTS

SECTION A PURPOSE.

1. The (O-1, O-2, O-3, O-4) Office Districts are established to create restrictive districts for attractive, low to moderate density office and professional uses.
2. The uses allowed in these districts should not have an adverse effect on adjacent residential areas, and may be located close to all types of residential uses, with appropriate buffers and landscaping. Uses with excessive amounts of traffic, noise, or late night hours are not suitable for these districts.
3. Office buildings in excess of four stories, or high intensity office or commercial uses are not appropriate for location within an (O-1, O-2, O-3, O-4) Office District.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in any (O) Office District, in accordance with Article 5 of this ordinance. (*Ord. No. 1705, 05/07/91*)

1. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(*Ord. No. 2338, 06/16/98*)

- a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
- b. The following shall be allowed as an accessory use in the (O) Office District upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
- c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons, shall be permitted in accordance with Article 5 of this ordinance.

ART. 12 (O) OFFICE DISTRICTS

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in any (O) Office District only in accordance with Articles 5 and 21 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in any (O) Office District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION E. SCREENING REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.

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3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed to the sky from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply, however, to living plant materials and landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement, and dimensions of any sign located within these Districts shall be in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR, AND SIDE YARD REGULATIONS:

The ordinary extension of windowsills, belt courses, cornices, roof overhangs, balconies, canopies, and other architectural features may extend an additional 10 feet into the required front yard, or an additional five feet into the required side or rear yard.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (O-1, O-2, O-3, O-4) Office Districts shall be conducted completely within an enclosed building, and in no instance shall any outside activity, display, or storage be permitted in these districts, except for off-street parking or loading; drive-in window or drive-through window at a prescription pharmacy or dry cleaning pick-up station; or the temporary outside display and sales of Christmas trees.

2. UTILITIES:

All utilities located within 200 feet of the front property line, which will serve any lot or parcel within an (O-1, O-2, O-3, O-4) Office District, shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within an (O-1, O-2, O-3, O-4) Office

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District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES:

(Ord. No. 3891, 12/11/18)

Satellite television reception dishes located within an (O-1, O-2, O-3, O-4) Office District shall not be located in the front of the main structure or the front building line, and shall not be erected closer than three feet to any rear or side property line. Ground-mounted satellite television reception dishes shall be screened in accordance with Article 25 of this ordinance.

When the site upon which a ground-mounted satellite television reception dish is located adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 17 feet in the (O-1) Office District when located in excess of 25 feet from any residentially zoned property;
- c. Not to exceed 20 feet in the (O-2, O-3, O-4) Office Districts when located between 25 feet and 65 feet from any residentially zoned property;
- d. Not to exceed 25 feet in the (O-2) Office District when located in excess of 65 feet from any residentially zoned property;
- e. Not to exceed 40 feet in the (O-3) Office District when located in excess of 65 feet from any residentially zoned property;
- f. Not to exceed 40 feet in the (O-4) Office District when located between 65 and 100 feet from any residentially zoned property;
- g. Not to exceed 50 feet in the (O-4) Office District when located in excess of 100 feet from any residentially zoned property.

No lettering, logo, or any form of advertising or other writing shall appear on the face or back of any reception dish, except the name of the manufacturer, distributor, or seller of such dish, provided such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (O-1, O-2, O-3, O-4) Office Districts in accordance with Article 25 of this ordinance. *(Ord. No. 3943, 01/14/20)*

ART. 12 (O) OFFICE DISTRICTS

5. ACCESSORY STRUCTURES:

(Ord. No. 3144, 06/05/07)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) here an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
 - d) Accessory buildings with a floor area greater than 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section J, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot. *(Ord. No. 3891, 12/11/18)*
 - e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

ART. 12 (O) OFFICE DISTRICTS

SECTION J. HEIGHT AND AREA REGULATIONS.

	(O-1) DISTRICT	(O-2) DISTRICT	(O-3) DISTRICT	(O-4) DISTRICT
1. Minimum site area (Square feet)	10,000	10,000	30,000	40,000
2. Maximum height of structure	1 story, not to exceed 17'	2 stories, not to exceed 25'	3 stories, not to exceed 37'	4 stories, not to exceed 50'
3. Maximum floor area ratio (FAR) (Ratio of total building floor area to total site area)	0.25:1	0.8:1	1.2:1	1.6:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by building(s)) <i>(Ord. No. 1844, 11/03/92)</i>	25%	40%	40%	40%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick or stone unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 2099, 09/05/95); (Ord. No. 2572, 11/07/00)</i>	80%	80%	80%	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%	90%	90%
7. Minimum amount of landscaped area <i>(Ord. No. 3943, 01/14/20)</i> (As a percentage of total lot area)	(See Article 25)			
8. Minimum lot frontage on a public street (Measured at the front building line) <i>(Ord. No. 1557, 07/11/89)</i>	60'	100'	150'	150'
9. Minimum lot depth (Length of side lot lines)	100'	100'	200'	200'
10. Minimum depth of front setback (Measured from front property line to any structure)				
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'	50'	50'	50'
b. All others	25'	25'	25'	25'

ART. 12 (O) OFFICE DISTRICTS

	(O-1) DISTRICT	(O-2) DISTRICT	(O-3) DISTRICT	(O-4) DISTRICT
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)				
a. Abutting any (SF) single-family zoned property				
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor area above the first floor, facing any (SF) single-family zoned property.				
a) One story structures, not to exceed 17' in height	10'	10'	10'	10'
b) Two story structures, not to exceed 25' in height	---	65'	65'	65'
c) Three story structures, not to exceed 37' in height	---	---	65'	65'
d) Four story structures, not to exceed 50' in height	---	---	---	100'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family property.				
a) One story structures, not to exceed 17' in height	25'	25'	25'	25'
b) Two story structures, not to exceed 25' in height	---	130'	130'	130'
c) Three story structures, not to exceed 37' in height	---	---	130'	130'
d) Four story structures, not to exceed 50' in height	---	---	---	200'
b. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	25'	25'	25'	25'
c. Abutting a collector thoroughfare or any other type of street (<i>Ord. No. 3331, 10/06/09</i>)	15'	15'	20'	20'
d. All other side setbacks (<i>Ord. No. 3331, 10/06/09</i>)	15'	15'	15'	15'
(In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)				

ART. 12 (O) OFFICE DISTRICTS

	<u>(O-1) DISTRICT</u>	<u>(O-2) DISTRICT</u>	<u>(O-3) DISTRICT</u>	<u>(O-4) DISTRICT</u>
12. Minimum depth of rear setback (Measured from rear property line to any structure)				
a. Abutting any (SF) single-family zoned property				
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.				
a) One story structures, not to exceed 17' in height	25'	25'	25'	25'
b) Two story structures, not to exceed 25' in height	---	65'	65'	65'
	---	---	65'	65'
c) Three story structures, not to exceed 37' in height	---	---	---	100'
d) Four story structures, not to exceed 50' in height				
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	25'	25'	25'	25'
	---	130'	130'	130'
a) One story structures, not to exceed 17' in height	---	---	130'	130'
b) Two story structures, not to exceed 25' in height				
c) Three story structures, not to exceed 37' in height	---	---	---	200'
d) Four story structures, not to exceed 50' in height	10'	10'	10'	10'
	50'	50'	50'	50'
b. Abutting property zoned other than (SF) single-family				
c. Abutting a freeway, freeway frontage road, arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)				
d. Abutting any other type of street	15'	15'	20'	20'
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)				
13. Minimum distance between structures on the same lot or parcel	10'	10'	15'	15', plus ½ the building height over 37'
14. Minimum required off-street parking spaces (Reference Article 24 of this ordinance)				

ARTICLE 13
(CC)
CORPORATE COMMERCIAL DISTRICT

(Entire Article Established, Ord. No. 1932, 08/17/93) (Conditional Uses Removed, Ord. No. 4281; 10/14/25)

SECTION A. PURPOSE AND CONCEPT.

1. The (CC) Corporate Commercial District is intended to establish development standards to promote a high quality, campus-style corporate and business community.
2. The (CC) Corporate Commercial District is intended to promote development which recognizes the importance of physical features and natural amenities in the area. It also includes provisions for private open space that is integrated into the overall site, and development of the property in a manner that, where practical, preserves the drainage ways in their "natural" state.
3. The dominant concept of the (CC) Corporate Commercial District is an open, campus-style setting, characterized by one or more buildings surrounded by a well landscaped area. These buildings should be generally low-rise structures. Courtyards, plazas, hardscape, open grassy areas, berms, trees, impressive entry drives, and unobtrusive parking characterize campus sites. In the campus setting, site density, as measured by floor area ratios (FAR) should be generally low. Parking should generally be surface parking with some use of low-rise parking structures. Landscaping and elevation change should minimize the views of parked cars for both employees and the public.
4. In areas where the physical features and natural amenities do not exist or are limited in nature, the established development standards are intended to provide a similar feel to the site. In those areas of the district where physical constraints limit the ability of campus-style development, mid- and high-rise structures are not inconsistent with the overall concept of the district.
5. While it is not the intent for this to be a retail district, it is recognized that retail and service uses typically play a supporting role to the corporate commercial concept. With this in mind, it is intended, within the (CC) Corporate Commercial District, to encourage limited retail and service uses at centers.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses that are allowed in the (CC) Corporate Commercial District, in accordance with Article 5 of this ordinance.

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (CC) Corporate Commercial District only in accordance with Articles 5 and 21 of this ordinance.

ART. 13 (CC) CORPORATE COMMERCIAL DISTRICT

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in the (CC) Corporate Commercial District:

1. Any structure erected or land used for any use other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance.
2. Any use of property that does not meet the required minimum lot size; front, side, or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage, or any other standard as herein required, except as provided by Article 29 of this ordinance.
3. The storage of equipment, materials or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district.

SECTION E. SCREENING REQUIREMENTS.

(Ord. No. 3891, 12/11/18)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles and other items shall be provided in accordance with Article 26 of this ordinance, except as otherwise provided herein.

- a. Screening walls shall not be allowed in any landscape setback which is adjacent to a public thoroughfare.
- b. Solid opaque fencing, such as masonry, is prohibited, except as a screening wall, to satisfy the requirements of Article 25, Section C of this ordinance, unless approved by the City Manager or designee.

2. OFF-STREET PARKING:

Areas which are used for the off-street parking of motor vehicles in connection with any use permitted within the (CC) Corporate Commercial District shall be screened from any adjacent common drive for the site by a landscaped earthen berm constructed to a minimum height of three feet. Side slopes of such berm shall have a minimum of three feet of horizontal distance for each one foot of height.

In lieu of the required earthen berm, any combination of live plant material, berming, or masonry fence shall be permitted, provided that such combination creates a solid visual barrier of not less than three feet nor greater than four feet in height at the time of planting, measured at the finished grade of the parking area.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract, or project.
3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be opened and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply to guard houses approved by the City Council, living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement, and dimensions of any sign located within this district shall be permitted in accordance with the applicable provisions of the Sign Ordinance of the City of Carrollton.

2. SPECIAL FRONT, REAR, AND SIDE YARD REQUIREMENTS:

- a. The ordinary extensions of window sills, awnings, wall-mounted signs, eaves, balconies, belt courses, cornices, roof overhangs, canopies, and other architectural features may extend an additional 10 feet into the required front yard, and an additional five feet into the required rear or side yard.

3. SPECIAL REAR AND SIDE YARD REGULATIONS:

- a. No rear or side yard setback shall be required where such rear or side yard abuts:
 - i. Railroad tracks, including sidings and spurs;
 - ii. Water body or stream course;
 - iii. Any area dedicated to permanent open space, such as a channel easement.

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- b. If such rear or side yard is adjacent to (SF) single-family zoned property, the applicable rear or side yard shall apply, even though one of the items listed in Section H(3)(a) above separates the single-family zoned property from the property zoned (CC) Corporate Commercial. The width of those items listed in Section H(3)(a) above, may be incorporated into the required rear or side yard setback.

4. SPECIAL SIDE YARD REGULATIONS:

- a. A structure shall be permitted to have one or both side walls coincident with the parcel or lot line, except under the following circumstances:
 - i. The wall in question is adjacent to (SF) single-family zoned property;
 - ii. The wall in question is adjacent to any street.

In such circumstances, the applicable setback listed in Section N (12) of this Article shall apply.

- b. The side yard setback for the exterior wall which is not designated coincident with the lot line shall be established in accordance with the following:
 - i. Where a single building or structure is subdivided whereby individual tenant spaces are created on separately platted lots, the side yard setback for the exterior walls which are not coincident with the lot lines shall be established in accordance with Section N (12) of this Article.
 - ii. Where a single building or structure is located on a separately platted lot, and where the exterior wall which is not designated coincident with the lot line faces the exterior wall of a building located on the abutting lot line of the adjacent lot, the side yard setback for such building shall be the cumulative total of both required side yards for the particular type of building if such building had not been established at the zero lot line. In all other instances, the side yard of the exterior wall which is not coincident with the lot line shall be established in accordance with Section N (12) of this Article.
- c. In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply.
- d. Approval of a zero lot line yard in accordance with the provisions of this subsection shall not be construed as, nor constitute, a variance, reduction, modification or exemption from any other provision or requirement of this Article, or any applicable building or fire code of the City of Carrollton.

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SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton.

SECTION I. SPECIAL OFF-STREET PARKING REGULATIONS.

Parking shall be provided in accordance with Article 24 of this ordinance, except as otherwise provided herein.

1. The maximum height of any parking structure within the (CC) Corporate Commercial District shall be two levels, not to exceed 25 feet. However, parking structures located behind the main structure and not visible from any adjacent street, and which meet all applicable requirements of this Article may be constructed to a maximum height of six levels, not to exceed 75 feet. At no time however, shall any parking structure be taller than the main structure on the same lot or parcel.
2. Parking reduction options identified in Article 24, Section F(2) of this ordinance, shall not be applicable for any property zoned to the (CC) Corporate Commercial District.

SECTION J. SPECIAL OFF-STREET LOADING AND SERVICE AREA REQUIREMENTS.

1. Where the provision of off-street loading and service areas is necessary for the uses permitted within the (CC) Corporate Commercial District, such areas shall be provided in accordance with Article 24 of this ordinance, except as otherwise provided herein.
 - a. Loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facilities shall not be located within the designated front yard of any structure; nor shall such facilities face directly upon any arterial thoroughfare, as designated on the Carrollton Transportation Plan, when located within 200 feet of any arterial thoroughfare, unless such facilities are screened in accordance with Section K(1)(b) below.
 - b. All loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facilities located within 200 feet of any freeway, freeway frontage road, or arterial thoroughfare, and which face less than 45 degrees from such street, shall be screened from the view of the street by a solid, opaque wall or fence of not less than six feet in height, measured at the highest finished grade, constructed in accordance with the standards prescribed by the City of Carrollton. However, if the combination of landscaping and berming provided in the landscape setback provides screening which is similar to the screening that would be provided by the solid opaque masonry wall, the screening wall may not be required.

Otherwise, the location, setbacks, and screening requirements for such facilities shall be in accordance with Article 24 of this ordinance.

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- c. Service areas provided incidental to a gasoline service station shall be exempted from the siting criteria established in Section K(1)(a) and the screening criteria established in Section K(1)(b).

SECTION K. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (CC) Corporate Commercial District shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted in this district, except for:

- a. Off-street parking or loading; drive-in or drive-through window at a financial institution, prescription pharmacy, or dry cleaning establishment; material recycling collection bin; outdoor dining in conjunction with a restaurant;
- b. Or fitness and recreational sports center related activities and equipment provided that any such outdoor activity allowable by Section H(1)(b) is screened by a decorative wall or fence 4 to 8 feet in height.

2. UTILITIES:

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (CC) Corporate Commercial District, shall be installed underground, except for any transmission lines or feeder lines, either existing or proposed, located within the (CC) Corporate Commercial District, provided that such transmission or feeder lines be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost for overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES:

Satellite television reception dishes located within the (CC) Corporate Commercial District shall not be located in front of the main structure or the front building line, and shall not be erected closer than three feet to any rear or side property line. Ground-mounted satellite television reception dishes shall be screened in accordance with Article 25 of this ordinance.

When the site upon which a ground mounted satellite television reception dish is located adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 25 feet when located between 25 and 65 feet from any residentially zoned property;

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- c. Not to exceed 40 feet when located between 65 and 100 feet from any residentially zoned property;
- d. Not to exceed 50 feet when located between 100 and 150 feet from any residentially zoned property;
- e. Not to exceed 75 feet when located in excess of 150 feet from any residentially zoned property.

No lettering, logo, or any form of advertising or other writing shall appear on the face or back of any dish, except the name of the manufacturer, distributor, or seller of such dish, provided that such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (CC) Corporate Commercial District in accordance with Article 25 of this ordinance, except as otherwise provided herein.

- a. All landscape plans developed for property zoned to the (CC) Corporate Commercial District, shall be developed by a landscape authority, as defined herein. The plans shall be developed in accordance with Article 25, Section B(3) of this ordinance. (*Ord. No. 3943, 01/14/20*)
- b. Landscape Setback:
 - i. A 50 foot landscape setback, coincident with the applicable front, side, and/or rear setback, shall be provided adjacent to all streets and street easements in the (CC) Corporate Commercial District. Landscaping within the setback shall be installed by the developer in accordance with the provisions of this Article.
 - ii. Trees shall be provided within the landscape setback at a minimum ratio of 25 trees per acre of landscape setback.
 - a) Trees shall be of at least three inches in trunk diameter at the time of planting, measured 12 inches above grade, and shall be maintained in a living and growing condition; and
 - b) Trees shall be planted at intervals of not greater than 40 feet, measured on center; and
 - c) At least three-fourths of the tree dripline area must be in permeable area.
 - iii. Existing trees of not less than three inches in trunk diameter, measured 12 inches above grade, may be utilized to satisfy the requirements of subsection (4)(b)(2) above, provided that:
 - a) Such trees shall be located in accordance with subsections (4)(b)(2)(B) and (4)(b)(2)(C) above; and
 - b) There shall be no damaging changes in the original grade of the dripline area of such existing trees.
 - iv. Landscaped earthen berms shall be provided within the landscape setback. The berms shall be constructed to a minimum height of three feet and a maximum height of six feet. Side slopes of such berms shall have a minimum of three feet of horizontal distance for each one foot of height.

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- v. No site improvements other than landscaping shall be installed in the landscape setback except for:
 - a) Structures below and covered by the ground;
 - b) Steps, crossing driveways, curbing, sidewalks, pedestrian plazas, benches and related hardscape;
 - c) Planter and retaining walls (other than screening walls);
 - d) Underground utilities and related utility equipment to the extent such is required by utility companies and is screened as required; and
 - e) Signage as allowed per the Sign Ordinance of the City of Carrollton.
- c. Any outdoor parking lot that contains 15 or more parking spaces shall have not less than five percent of the interior of such lot landscaped in accordance with Article 25, Section B(7)(e) of this ordinance. This landscaped area may be counted towards the on-site required landscaping.
- d. Alternative landscaping options identified in Article 25, Section B(2)(b) and Section B(5) of this ordinance shall not be applicable for any property zoned to the (CC) Corporate Commercial District.

5. PUBLIC FACILITIES.

- a. Sites for the public facilities listed below shall be developed in accordance with this Article, except as otherwise provided herein.
 - i. Civil Defense, Fire, or Police Station;
 - ii. Telephone Exchange Station;
 - iii. Electricity Regulating Substation;
 - iv. Public Recreation or Community Center, Athletic or Recreation Facility.

Minimum lot area (Square feet)	Minimum lot depth	Minimum lot width	Berms required in landscape setback
20,000	125'	125'	Yes

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b. Sites for the public facilities listed below shall be developed in accordance with this Article, except as otherwise provided herein.

- i. Radio Broadcasting or Communications Tower;
- ii. Telephone Relay Tower;
- iii. Natural Gas Pressure Control Station;
- iv. Water or Sewage Pressure Control Station;
- v. Water Storage;
- vi. Public Park.

Minimum lot area (Square feet)	Minimum lot depth	Minimum lot width	Berms required in landscape setback
20,000	125'	125'	No

6. ACCESSORY STRUCTURES (*Ord. No. 3144, 06/05/07*)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.

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- d) Accessory buildings with a floor area greater than 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section N, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot.
- e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

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SECTION L. HEIGHT AND AREA REGULATIONS.
(STRUCTURES UP TO 37')

	Note: Area designations shall be determined by the height of the structure.			
1.	Minimum lot area (square feet)	40,000	40,000	40,000
2.	Maximum height of structure	17'	25'	37'
3.	Maximum floor area ratio (FAR)	0.65:1	1.3:1	2:1
4.	Maximum building coverage (As a percentage of total lot area)	65%	65%	65%
5.	Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face) or pre-cast concrete panels (except unpainted) unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 2572, 11-04-00)</i>	80%	80%	80%
6.	Maximum amount of impervious coverage (As a percentage of total lot area)	80%	80%	80%
7.	Minimum amount of landscaped area (As a percentage of total lot area)	(Reference Section L(4) and See Article 25 of this ordinance)		
8.	Minimum lot frontage on a public street (Measured at the front building line)	150'	150'	150'
9.	Minimum lot depth (length of side lot lines)	100'	100'	100'
10.	Minimum depth of front setback (Measured from front property line to any structure)	50'	50'	50'

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11.	Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)			
	a. Abutting (SF) single-family zoned property	50'	65'	65'
	i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.			
	ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	50'	130'	130'
	b. Abutting any type of street	50'	50'	50'
	c. All other side setbacks shall be in accordance with the building codes of the City of Carrollton. (In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton Fire Code shall apply)			
12.	Minimum depth of rear setback (Measured from rear property line to any structure)			
	a. Abutting (SF) single-family zoned property			
	i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	50'	65'	65'
	ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of an exterior wall, per floor above the first floor.	50'	130'	130'
	b. Abutting property zoned other than (SF) single-family	50'	50'	50'
	c. Abutting any type of street (In the event a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)	50'	50'	50'
13.	Minimum distance between structures on the same lot or parcel	0'	0'	15'
14.	Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)		

ART. 13 (CC) CORPORATE COMMERCIAL DISTRICT

SECTION M. HEIGHT AND AREA REGULATIONS.
(STRUCTURES UP TO 75')

	Note: Area designations shall be determined by the height of the structure.			
1.	Minimum lot area (square feet)	40,000	40,000	40,000
2.	Maximum height of structure	50'	63'	75'
3.	Maximum floor area ratio (FAR)	2.6:1	3.25:1	4:1
4.	Maximum building coverage (As a percentage of total lot area)	65%	65%	65%
5.	Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face) or pre-cast concrete panels (except unpainted) unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) (<i>Ord. No. 2572, 11-04-00</i>)	80%	80%	80%
6.	Maximum amount of impervious coverage (As a percentage of total lot area)	80%	80%	80%
7.	Minimum amount of landscaped area (As a percentage of total lot area) (<i>Ord. No.3943, 01/14/2020</i>)	(Reference Section L(4) and See Article 25 of this ordinance)		
8.	Minimum lot frontage on a public street (Measured at the front building line)	150'	150'	150'
9.	Minimum lot depth (length of side lot lines)	100'	100'	100'
10.	Minimum depth of front setback (Measured from front property line to any structure)	50'	50'	50'

ART. 13 (CC) CORPORATE COMMERCIAL DISTRICT

11.	Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)			
	a. Abutting (SF) single-family zoned property	100'	150'	150'
	i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.			
	ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	200'	250'	250'
	Minimum width of side setback (continued)			
	b. Abutting any type of street	50'	50'	50'
	c. All other side setbacks shall be in accordance with the building codes of the City of Carrollton. (In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton Fire Code shall apply)			
12.	Minimum depth of rear setback (Measured from rear property line to any structure)			
	a. Abutting (SF) single-family zoned property			
	i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	100'	150'	65'
	ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of an exterior wall, per floor above the first floor.	200'	250'	250'
	b. Abutting property zoned other than (SF) single-family	50'	50'	50'
	c. Abutting any type of street (In the event a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)	50'	50'	50'
13.	Minimum distance between structures on the same lot or parcel	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'
14.	Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)		

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 14
(LR-1, LR-2)
LOCAL RETAIL DISTRICTS

SECTION A. PURPOSE.

1. The (LR-1, LR-2) Local Retail Districts are established to provide limited retail and service uses for one or more neighborhoods, although the (LR-2) District is intended to provide for a higher intensity of retail uses than the (LR-1) District.
2. The noise, traffic, litter, late night hours of operation, and other influences that could be harmful to residential areas require adequate buffering from such areas. The traffic generated by such uses should not be routed through residential areas. Uses located within these districts should have direct access to arterial or collector size thoroughfares.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in any (LR) Local Retail District, in accordance with Article 5 of this ordinance. (*Ord. No. 1705, 05/07/91*)

1. ABOVEGROUND STORAGE OF FLAMMABLE OR COMBUSTIBLE LIQUIDS:
(*Ord. No. 2338, 06/16/98*)
 - a. Outside aboveground storage of flammable or combustible liquids, quantities of less than 1,000 gallons or less, shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use which is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - b. The following shall be allowed as an accessory use in the (LR) Local Retail Districts upon approval of a Special Use Permit in accordance with Article 21 of this ordinance:
 - i. Outside aboveground storage of flammable or combustible liquids, quantities between 1,001 gallons and 10,000 gallons shall be allowed as an accessory use only on the premises of a governmental, communication, educational or utility service use is permitted in these districts. The aboveground storage device, if visible from the street, shall be screened by evergreen shrubs, planted a maximum of five feet on center, minimum six feet in height at time of planting.
 - c. Outside aboveground storage of flammable or combustible liquids, quantities greater than 10,000 gallons shall be permitted in accordance with Article 5 of this ordinance.

ART. 14 (LR) LOCAL RETAIL DISTRICTS

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in any (LR) Local Retail District only in accordance with Articles 5 and 21 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in any (LR) Local Retail District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION E. SCREENING REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.

ART. 14 (LR) LOCAL RETAIL DISTRICTS

3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot, to the sky. The requirements of this paragraph shall not apply to living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement, and dimensions of any sign located within these Districts shall be permitted in accordance with the applicable provisions of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR, AND SIDE YARD REGULATIONS:

The ordinary extensions of windowsills, awnings, wall-mounted signs, eaves, balconies, belt courses, cornices, roof overhangs, canopies, and other architectural features may extend an additional 10 feet into the required front yard, or an additional five feet into the side or rear yards.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (LR-1, LR-2) Local Retail Districts shall be conducted completely within an enclosed building, and in no instance shall any outside activity or storage be permitted in these districts, except for off-street parking and loading; drive-in window or drive-through window at a financial institution, restaurant in the (LR-2) Local Retail District, prescription pharmacy, or dry cleaning establishment; outdoor dining in conjunction with a restaurant; recycling collection bin; mobile collection center for secondhand goods; mobile redemption center; or the temporary outside display and sales of Christmas trees.

ART. 14 (LR) LOCAL RETAIL DISTRICTS

The outside display of merchandise incidental to a permitted principal use shall be allowed in the (LR-1, LR-2) Local Retail Districts, and shall comply with Article 27, Section B, of this ordinance.
(*Ord. No. 1705, 05/07/91*)

2. UTILITIES:

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (LR-1, LR-2) Local Retail Districts shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (LR-1, LR-2) Local Retail Districts, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES:

(*Ord. No. 3891, 12/11/18*)

Satellite television reception dishes located within the (LR-1, LR-2) Local Retail Districts shall not be located in front of the main structure or the front building line and shall not be erected closer than three feet to any rear or side property line. Ground-mounted satellite television reception dishes shall be screened in accordance with Article 25 of this ordinance.

When the site upon which a ground-mounted satellite television reception dish is located adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 17 feet in the (LR-1) Local Retail District when located in excess of 25 feet from any residentially zoned property;
- c. Not to exceed 20 feet in the (LR-2) Local Retail District when located between 25 and 65 feet from any residentially zoned property;
- d. Not to exceed 25 feet in the (LR-2) Local Retail District when located in excess of 65 feet from any residentially zoned property.

No lettering, logo, or any form of advertising or other writing shall appear on the face or back of any reception dish, except the name of the manufacturer, distributor, or seller of such tower or dish, provided such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (LR-1, LR-2) Local Retail Districts in accordance with Article 25 of this ordinance. (*Ord. No. 3943, 01/14/20*)

ART. 14 (LR) LOCAL RETAIL DISTRICTS

5. SERVICE STATION PUMP ISLANDS:

Gasoline service station pump islands and unenclosed canopies shall be permitted to extend beyond the front or side building line, provide that such pump islands are not located nearer than 20 feet from the front or side property line, and that the outer edge of the unenclosed canopy shall not be located nearer than 12 feet from the front or side property line.

6. VEHICLE SERVICE BAYS:

All vehicle repair, service, wash or maintenance bays incidental to any use shall be arranged and screened in accordance with Article 25 of this ordinance.

7. ACCESSORY STRUCTURES: (*Ord. No. 3144, 06/05/07*)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
 - d) Accessory buildings with a floor area greater than 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section J, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot. (*Ord. No. 3891, 12/11/18*)
 - e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

ART. 14 (LR) LOCAL RETAIL DISTRICTS

SECTION J. HEIGHT AND AREA REGULATIONS

	(LR-1) DISTRICT	(LR-2) DISTRICT
1. Minimum site area (Square feet)	6,000	6,000
2. Maximum height of structure	1 story, not to exceed 17'	2 stories, not to exceed 25'
3. Maximum floor area ratio (FAR) (Ratio of total building floor area to total site area)	0.4:1	0.8:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by building(s)) <i>(Ord. No. 1844, 11/03/92)</i>	40%	40%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick or stone unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within ten (10) days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 2572, 11/07/00)</i>	80%	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%
7. Minimum amount of landscaped area		(See Article 25)
8. Minimum lot frontage on a public street (Measured at the front building line)	75'	75'
9. Minimum lot depth (Length of side lot lines)	80'	80'
10. Minimum depth of front setback (Measured from front property line to any structure)		
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'	50'
b. All others	25'	25'

ART. 14 (LR) LOCAL RETAIL DISTRICTS

	(LR-1) DISTRICT	(LR-2) DISTRICT
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)		
a. Abutting any (SF) single-family zoned property		
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.		
a) One story structures, not to exceed 17' in height	25'	25'
b) Two story structures, not to exceed 25' in height	---	65'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of the exterior wall, per floor above the first floor.		
a) One story structures, not to exceed 17' in height	25'	25'
b) Two story structures, not to exceed 25' in height (<i>Ord. No. 1705, 05/07/91</i>)	---	130'
b. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	25'	25'
c. Abutting a collector thoroughfare or any other type of street	20'	20'
d. All other side setbacks shall be in accordance with the applicable requirements of the building codes of the City of Carrollton.		
(In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)		
12. Minimum depth of rear setback (Measured from rear property line to any structure)		
a. Abutting any (SF) single-family zoned property		
i. Without windows facing (SF) single-family zoned property or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.		
a) One story structures, not to exceed 17' in height	25'	25'
b) Two story structures, not to exceed 25' in height	---	65'

ART. 14 (LR) LOCAL RETAIL DISTRICTS

	(LR-1) DISTRICT	(LR-2) DISTRICT
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of the exterior wall, per floor above the first floor.		
a) One story structures, not to exceed 17' in height	25'	25'
b) Two story structures, not to exceed 25' in height <i>(Ord. No. 1705, 05/07/91)</i>	---	130'
b. Abutting property zoned other than (SF) single-family	10'	10'
c. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'	50'
d. Abutting any other type of street	20'	20'
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)		
13. Minimum distance between structures on the same lot or parcel	10'	10'
14. Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)	

ARTICLE 15
(LC, HC, C/W)
LIGHT COMMERCIAL, HEAVY COMMERCIAL, AND
COMMERCIAL/WAREHOUSE DISTRICTS

SECTION A PURPOSE.

1. The (LC, HC, C/W) Commercial Districts are established to provide adequate space and site diversification to accommodate most types of commercial development. The uses specified in these districts include most types of retail activity and some wholesale, warehousing and distribution activity, although more intensive uses are permitted within the (C/W) Commercial/Warehouse District and (HC) Heavy Commercial District than in the (LC) Light Commercial District.
2. The (LC) Light Commercial District is intended to accommodate most retail uses and lower intensity commercial uses.
3. The (HC) Heavy Commercial District is intended to accommodate most retail and commercial uses, including higher intensity commercial uses and certain wholesale activities.
4. The (C/W) Commercial/Warehouse District is intended to accommodate most retail and commercial uses, wholesale activities and warehousing.
5. The noise, traffic, litter, late night hours and other influences generated as a result of the intensive commercial uses allowed in these districts require adequate buffering from residential areas, and the traffic generated from such uses should not be routed through residential areas.
6. Areas zoned to a (LC, HC, C/W) Commercial District should have direct access to arterial or major collector thoroughfares capable of accommodating the increased traffic that will be generated, and should have increased water, sewer and drainage capacity, and increased fire protection.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in the (LC, HC, C/W) Commercial Districts, in accordance with Article 5 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (LC, HC, C/W) Commercial Districts only in accordance with Articles 5 and 21 of this ordinance. (*Ord. No. 1705, 05/07/91*)

ART. 15 (LC, HC, C/W) COMMERCIAL DISTRICTS

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in the (LC, HC, C/W) Commercial Districts:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION E. SCREENING REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot, to the sky. The requirements of this paragraph shall not apply to living plant material or landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement and dimensions of any sign located within these Districts shall be in accordance with the applicable sections of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of windowsills, awnings, wall-mounted signs, eaves, balconies, belt courses, cornices, roof overhangs, canopies and other architectural features may extend an additional 10 feet into the required front yard, or an additional five feet into the required side or rear yards.
- b. Where applicable, any front, rear or side yard adjacent to any existing or proposed freeway, as identified on the Carrollton Thoroughfare Plan, shall be measured from the face of the structure, covered porch or covered terrace to the proposed right-of-way line designated for future expansion or construction of the adjacent freeway, as such right-of-way is identified by the most current construction plans or schematic drawings available at the time of application by the property owner for a permit for construction.

3. SPECIAL REAR AND SIDE YARD REGULATIONS:

No rear or side yard setback shall be required where such rear or side yard abuts:

- a. Railroad tracks, including sidings and spurs;
- b. Water body or stream course;
- c. Any area dedicated to permanent open space, such as a channel easement.

4. SPECIAL SIDE YARD REGULATIONS:

- a. A structure shall be permitted to have one or both side walls coincident with the parcel or lot line upon a technical review and approval of a site plan by the Planning and Zoning Commission. Written notice of such technical review shall be sent to owners of real property within the area to be considered relevant to the site plan, and to owners of real property located immediately adjacent to such parcel to be considered. Such notice shall be sent in the same manner as prescribed by Article 32, subsection (B)(1)(d), of this ordinance. Such site plan shall be prepared and submitted in a manner as prescribed by the City of Carrollton, and shall, at a minimum, address the following

ART. 15 (LC, HC, C/W) COMMERCIAL DISTRICTS

issues.

- i. Provision of ingress and egress to such lot or parcel;
 - ii. Potential impacts upon adjacent properties;
 - iii. On-site traffic circulation patterns, including fire lanes, and the provision of off-street parking and off-street loading areas to serve such structure.
- b. The side yard setback for the exterior wall which is not designated coincident with the lot line shall be established in accordance with the following:
- i. Where a single building or structure is subdivided whereby individual tenant spaces are created on separately platted lots, the side yard setback for the exterior walls which are not coincident with the lot lines shall be established in accordance with Section (J)(11) or (K)(11) of this Article, as applicable.
 - ii. Where a single building or structure is located on a separately platted lot, and where the exterior wall which is not designated coincident with the lot line faces the exterior wall of a building located on the abutting lot line of the adjacent lot, the side yard setback for such building shall be the cumulative total of both required side yards for the particular type of building if such building had not been established at the zero lot line. In all other instances, the side yard of the exterior wall which is not coincident with the lot line shall be established in accordance with Section (J)(11) or (K)(11) of this Article, as applicable.
- c. In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply.
- d. Approval of a zero lot line side yard in accordance with the provisions of this subsection shall not be construed as, nor constitute, a variance, reduction, modification or exemption from any other provision or requirement of this Article, or any applicable building or fire code of the City of Carrollton.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (LC, HC, C/W) Commercial Districts shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted in these districts, except for off-street parking or loading; drive-in movie; outdoor commercial amusements; drive-in window or drive-through window at a financial institution, restaurant, prescription pharmacy or dry cleaning establishment; outdoor dining in conjunction with a restaurant; material recycling collection bin; mobile collection center for secondhand goods; mobile redemption center; the temporary outside display and sales of Christmas trees.

ART. 15 (LC, HC, C/W) COMMERCIAL DISTRICTS

Outside storage shall be allowed in the (LC, HC, C/W) Commercial Districts, and shall comply with Article 27, Section A of this ordinance.

The outside display of merchandise incidental to a permitted principal use shall be allowed in the (LC, HC, C/W) Commercial Districts, and shall comply with 27., Section B, of this ordinance.
(Ord. No. 1705, 05/07/91)

2. UTILITIES:

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (LC, HC, C/W) Commercial Districts shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (LC, HC, C/W) Commercial Districts, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES:
(Ord. No. 3891, 12/11/18)

Satellite television reception dishes located within the (LC, HC, C/W) Commercial Districts shall not be located in front of the main structure or the front building line and shall not be erected closer than three feet to any rear or side property line.

When the site upon which a ground-mounted satellite television reception dish is located is adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 25 feet when located between 25 and 65 feet from any residentially zoned property;
- c. Not to exceed 37 feet in the (C/W) Commercial/Warehouse District when located in excess of 65 feet from any residentially zoned property;
- d. Not to exceed 0) feet in the (LC, HC) Commercial Districts when located between 65 feet and 100 feet from any residentially zoned property;
- e. Not to exceed 50 feet in the (LC, HC) Commercial Districts when located between 100 feet and 150 feet from any residentially zoned property;
- f. Not to exceed 75 feet in the (LC, HC) Commercial Districts when located in excess of 150 feet from any residentially zoned property.

No lettering, logo or any form of advertising or other writing shall appear on the face or back of any

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dish, except the name of the manufacturer, distributor or seller of such tower or dish, provided that such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (LC, HC, C/W) Commercial Districts in accordance with Article 25 of this ordinance. (*Ord. No. 3943, 01/14/20*)

5. SERVICE STATION PUMP ISLANDS:

Gasoline service station pump islands and unenclosed canopies shall be permitted to extend beyond the front and side building line, provided that such pump islands are not located nearer than 20 feet from the front or side property line, and that the outer edge of the unenclosed canopy shall not be located nearer than 12 feet from the front or side property line.

6. VEHICLE SERVICE BAYS:

All vehicle repair, service, wash or maintenance bays incidental to any use shall be arranged and screened in accordance with Article 25 of this ordinance.

7. ACCESSORY STRUCTURES: (*Ord. No. 3144, 06/05/07*)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
 - d) Accessory buildings with a floor area greater than 120 square feet, but less than 240

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square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section J, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot. (*Ord. No. 3891, 12/11/18*)

- e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

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SECTION J. HEIGHT AND AREA REGULATIONS

(LC) Light Commercial District

(HC) Heavy Commercial District

(Ord. No. 1509, 10/04/88)

	(LC) OR (HC) DISTRICTS	(LC) OR (HC) DISTRICTS	(HC) DISTRICT	(HC) DISTRICT	(HC) DISTRICT	(HC) DISTRICT
	BUILDINGS UP TO 17 FEET IN HEIGHT	BUILDINGS UP TO 25 FEET IN HEIGHT	BUILDINGS UP TO 37 FEET IN HEIGHT	BUILDINGS UP TO 50 FEET IN HEIGHT	BUILDINGS UP TO 63 FEET IN HEIGHT	BUILDINGS UP TO 75 FEET IN HEIGHT
NOTE: Story designations for structures are included for reference purposes only. Structure setback, area, and coverage regulations shall be based upon the height restrictions established in paragraph (2) of this Section.						
1. Minimum lot area (Square feet)	10,000	10,000	10,000	10,000	10,000	10,000
2. Maximum height of structure	17'	25'	37'	50'	63'	75'
3. Maximum floor area ratio (FAR) (Ratio of total building area to lot area)	0.65:1	1.3:1	2:1	2.6:1	3.25:1	4:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by buildings) <i>(Ord. No. 1844, 11/03/92)</i>	65%	65%	65%	65%	65%	65%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face) or pre-cast concrete panels (except unpainted) unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within 10 days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 1641, 07/17/90) (Ord. No. 2572, 11/07/00)</i>	80%	80%	80%	80%	80%	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%	90%	90%	90%	90%
7. Minimum amount of landscaped area <i>(Ord. No. 3943, 01/14/20)</i>					(See Article 25)	

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	(LC) OR (HC) DISTRICTS BUILDINGS UP TO 17 FEET IN HEIGHT	(LC) OR (HC) DISTRICTS BUILDINGS UP TO 25 FEET IN HEIGHT	(HC) DISTRICT BUILDINGS UP TO 37 FEET IN HEIGHT	(HC) DISTRICT BUILDINGS UP TO 50 FEET IN HEIGHT	(HC) DISTRICT BUILDINGS UP TO 63 FEET IN HEIGHT	(HC) DISTRICT BUILDINGS UP TO 75 FEET IN HEIGHT
8. Minimum lot frontage on a public street (Measured at the front building line)						
a. Abutting a freeway, freeway frontage road, or arterial thoroughfare (identified on the Carrollton Transportation Plan) <i>(Ord. No. 1557, 07/11/89)</i>	150'	150'	150'	150'	150'	150'
b. All others	100'	100'	100'	100'	100'	100'
9. Minimum lot depth (Length of side lot lines)	100'	100'	100'	100'	100'	100'
10. Minimum depth of front setback (Measured from front property line to any structure)						
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (identified on the Carrollton Transportation Plan)	50'	50'	50'	50'	50'	50'
b. All others	25'	25'	25'	25'	25'	25'
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)						
a. Abutting (SF) single-family zoned property						
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	10'	65'	65'	100'	150'	150'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	25'	130'	130'	200'	250'	250'
b. Abutting a freeway, freeway frontage road, or arterial thoroughfare (identified on the Carrollton Transportation Plan)	25'	25'	25'	25'	25'	25'
c. Abutting a collector thoroughfare or any other type of street	15'	15'	20'	20'	20'	20'
d. All other side setbacks <i>(Ord. No. 3331, 10/06/09)</i>	15'	15'	15'	15'	15'	15'
e. All other side setbacks shall be in accordance with the applicable requirements of the building codes of the City of Carrollton	(In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)					

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	(LC) OR (HC) DISTRICTS	(LC) OR (HC) DISTRICTS	(HC) DISTRICT	(HC) DISTRICT	(HC) DISTRICT	(HC) DISTRICT
	BUILDINGS UP TO 17 FEET IN HEIGHT	BUILDINGS UP TO 25 FEET IN HEIGHT	BUILDINGS UP TO 37 FEET IN HEIGHT	BUILDINGS UP TO 50 FEET IN HEIGHT	BUILDINGS UP TO 63 FEET IN HEIGHT	BUILDINGS UP TO 75 FEET IN HEIGHT
12. Minimum depth of rear setback (Measured from rear property line to any structure)						
a. Abutting (SF) single-family zoned property	25'	65'	65'	100'	150'	150'
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single- family zoned property.						
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	25'	130'	130'	200'	250'	250'
b. Abutting property zoned other than (SF) single-family	10'	10'	20'	20'	20'	20'
c. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (identified on the Carrollton Transportation Plan)	50'	50'	50'	50'	50'	50'
	10'	10'	20'	20'	20'	20'
d. Abutting any other type of street						
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)						
13. Minimum distance between structures on the same lot or parcel	0'	0'	15'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'
14. Minimum required off-street parking spaces			(Reference Article 24 of this ordinance)			

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SECTION K. HEIGHT AND AREA REGULATIONS
(C/W) Commercial/Warehouse District

	(C/W) DISTRICT
1. Minimum lot area (Square feet)	12,500
2. Maximum height of structure	3 stories, not to exceed 37'
3. Maximum floor area ratio (FAR) (Ratio of total building area to total lot area)	1.8:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by buildings) (<i>Ord. No. 1844, 11/03/92</i>)	60%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face) or pre-cast concrete panels (except unpainted) unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within 10 days of the action of the Planning & Zoning Commission.) (<i>Ord. No. 2572, 11/07/00</i>)	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%
7. Minimum amount of landscaped area (As a percentage of total lot area)	(See Article 25 of this ordinance)
8. Minimum lot frontage on a public street (measured at the front building line)	
a. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (<i>Ord. No. 1557, 07/11/89</i>)	150'
b. All others	100'
9. Minimum lot depth (Length of side lot lines)	125'
10. Minimum depth of front setback (Measured from front property line to any structure)	
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'
b. All others	25'

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**(C/W)
DISTRICT**

11. Minimum width of side setback
(Distance between structure and any property line not deemed a front or rear yard)
- a. Abutting (SF) single-family zoned property
 - i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.
 - a) One and two story structures, not to exceed 25' 25'
 - b) Three story structures, not to exceed 37' 65'
 - ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.
 - a) One and two story structures, not to exceed 25' 25'
 - b) Three story structures, not to exceed 37' 130'
 - b. Abutting a freeway, freeway frontage road, or arterial thoroughfare
(As identified on the Carrollton Transportation Plan) 25'
 - c. Abutting a collector or any other type of street 20'
 - d. All other side setbacks shall be in accordance with the applicable requirements of the building codes of the City of Carrollton
- (In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)
12. Minimum depth of rear setback (Measured from rear property line to any structure)
- a. Abutting (SF) single-family zoned property
 - i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.
 - a) One and two story structures, not to exceed 25' 25'
 - b) Three story structures, not to exceed 37' 65'
 - ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.
 - a) One and two story structures, not to exceed 25' 25'
 - b) Three story structures, not to exceed 37' 130'
 - b. Abutting property zoned other than (SF) single-family 10'

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	(C/W) DISTRICT
c. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'
d. Abutting any other type of street	10'
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)	
13. Minimum distance between structures on the same lot or parcel	0'
14. Minimum required off-street parking	(Reference Article 24 of this ordinance)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 16 (FWY) FREEWAY DISTRICT

SECTION A. PURPOSE.

1. The (FWY) Freeway District is established to provide adequate space for the diverse uses which can take advantage of the access provided by a regional freeway system.
2. The (FWY) Freeway District is established to create an attractive, higher intensity use corridor composed primarily of office, retail, limited light industrial and commercial uses, hotels, motels and restaurants along existing and proposed freeways within the City of Carrollton.
3. The (FWY) Freeway District is intended to be comprised of high-quality development projects and structures which create an environment to enhance the public image of the community, attract and maintain viable land uses to revitalize and encourage long-term economic investment in freeway corridors, and provide attractive gateways into the City of Carrollton.
4. It should be recognized that, although this district is intended primarily to regulate the use of land along Interstate Highway 35E in Carrollton, it is also suitable for use in other existing and proposed freeway corridors in order to create attractive view corridors in the City.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in the (FWY) Freeway District, in accordance with Article 5 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (FWY) Freeway District only in accordance with Articles 5 and 21 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in the (FWY) Freeway District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard

dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;

3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 1705, 05/07/91*)

SECTION E. SCREENING REQUIREMENTS.

(*Ord. No. 3891, 12/11/18*)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. (*Ord. No. 2572, 11/07/00*)

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot, to the sky. The requirements of this paragraph shall not apply, however, to living plant material or landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.

- b. The location, placement and dimensions of any sign located within this District shall be permitted in accordance with the applicable sections of the Sign Ordinance. (*Ord. No. 1947, 10/19/93*); (*Ord. No. 3891, 12/11/18*)

2. SPECIAL FRONT, REAR AND SIDE YARD REGULATIONS:

- a. The ordinary extensions of window sills, awnings, wall-mounted signs, eaves, balconies, belt courses, cornices, roof overhangs, canopies, and other architectural features may extend an additional 10 feet into the required front yard, or an additional five feet into the required side or rear yards.
- b. Where applicable, any front, rear or side yard adjacent to any existing or proposed freeway, as identified on the Carrollton Transportation Plan, shall be measured from the face of the structure, covered porch or covered terrace to the proposed right-of-way line designated for future expansion or construction of the adjacent freeway, as such right-of-way is identified by the most current construction plans or schematic drawings available at the time of application by the property owner for a permit for construction.

3. SPECIAL REAR AND SIDE YARD REGULATIONS:

No rear or side yard setback shall be required where such rear or side yard abuts:

- a. Railroad tracks, including sidings and spurs;
- b. Water body or stream course;
- c. Any area dedicated to permanent open space, such as a channel easement.

4. SPECIAL SIDE YARD REGULATIONS:

- a. A structure shall be permitted to have one or both side walls coincident with the parcel or lot line upon a review and approval of a technical site plan by the Planning and Zoning Commission. Written notice of such technical review shall be sent to owners of real property within the area to be considered relevant to the site plan, and to owners of real property located immediately adjacent to such parcel to be considered. Such notice shall be sent in the same manner as prescribed by Article 32, subsection (B)(1)(d), of this ordinance. Such site plan shall be prepared and submitted in a manner as prescribed by the Planning and Zoning Commission, instructions of which are available from the Planning Department, and shall, at a minimum, address the following issues:
 - i. Provision of ingress and egress to such lot or parcel; and
 - ii. Potential impacts upon adjacent properties; and
 - iii. On-site traffic circulation patterns, including fire lanes, and the provision of off-street parking and off-street loading areas to serve such structure.
- b. The side yard setback for the exterior wall which is not designated coincident with the lot line shall be established in accordance with the following:
 - i. Where a single building or structure is subdivided whereby individual tenant spaces are created on separately platted lots, the side yard setback for the exterior walls which are not coincident

with the lot lines shall be established in accordance with Section (L)(11) of this Article.

- ii. Where a single building or structure is located on a separately platted lot, and where the exterior wall which is not designated coincident with the lot line faces the exterior wall of a building located on the abutting lot line of the adjacent lot, the side yard setback for such building shall be the cumulative total of both required side yards for the particular type of building if such building had not been established at the zero lot line. In all other instances, the side yard of the exterior wall which is not coincident with the lot line shall be established in accordance with Section (L)(11) of this Article.
- c. In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply.
- d. Approval of a zero lot line side yard in accordance with the provisions of this subsection shall not be construed as, nor constitute, a variance, reduction, modification or exemption from any other provision or requirement of this Article, or any applicable building or fire code of the City of Carrollton.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance, and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. RESERVED FOR FUTURE USE.

SECTION J. SPECIAL OFF-STREET LOADING AND SERVICE AREAS.

1. Where the provision of off-street loading and service areas is necessary for the uses permitted within the (FWY) Freeway District, such areas shall be provided in accordance with Article 24 of this ordinance, except as otherwise provided herein.
 - a. Loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facilities shall not be located within the designated front yard of any structure; nor shall such facilities face directly upon any freeway, freeway frontage road, or arterial thoroughfare, as designated on the Carrollton Transportation Plan, when located within 200 feet of any freeway, freeway frontage road or arterial thoroughfare, unless such facilities are screened in accordance with Section J(1)(b) below.
 - b. All loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facilities located within 200 feet of any freeway, freeway frontage road or arterial thoroughfare, and which face upon such street, shall be screened from the view of the street by a solid, opaque wall or fence of not less than six feet in height, measured at finished grade, constructed in accordance with the standards prescribed by the City of Carrollton.

Otherwise, the location, setbacks and screening requirements for such facilities shall be in

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accordance with Article 24 of this ordinance.

- c. Service areas provided incidental to a gasoline service station shall be exempted from the siting criteria established in Section J(1)(a), and the screening criteria established in Section J(1)(b).

SECTION K. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

- a. All business operations and activities within the (FWY) Freeway District shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted in this district, except for off-street parking or loading; drive-in or drive-through window at a financial institution, restaurant, prescription pharmacy or dry cleaning establishment; outdoor dining in conjunction with a restaurant; material recycling collection bin; mobile collection center for secondhand goods; mobile redemption center; and the temporary outside display and sales of Christmas trees.

Outside storage shall be allowed in the (FWY) Freeway District, and shall comply with Article 27, Section A, of this ordinance.

The outside display of merchandise incidental to a permitted use shall be allowed in the (FWY) Freeway District, and shall comply with Article 27, Section B, of this ordinance.

- b. All newly constructed areas or existing areas which are expanded by at least 50 percent which are utilized for outside display or storage in conjunction with sales or rental of motor vehicles, mobile homes, trailers or boats, regardless of whether such areas are screened from public view, shall have a concrete surface, constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1705, 05/07/91*); (*Ord. No. 2176, 06/04/96*)

2. UTILITIES:

All utilities located within 200 feet of the front property line, which will serve any lot or parcel within the (FWY) Freeway District, shall be installed underground, except for any transmission lines or feeder lines, either existing or proposed, located within the (FWY) Freeway District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. SATELLITE TELEVISION RECEPTION DISHES: (*Ord. No. 3891, 12/11/18*)

Satellite television reception dishes located within the (FWY) Freeway District shall not be located in front of the main structure or the front building line, and shall not be erected closer than three feet to any rear or side property line. Ground-mounted satellite television reception dishes shall be screened

in accordance with Article 25 of this ordinance.

When the site upon which a ground-mounted satellite television reception dish is located is adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 25 feet when located between 25 and 65 feet from any residentially zoned property;
- c. Not to exceed 40 feet when located between 65 and 100 feet from any residentially zoned property;
- d. Not to exceed 50 feet when located between 100 and 150 feet from any residentially zoned property;
- e. Not to exceed 75 feet when located in excess of 150 feet from any residentially zoned property.

No lettering, logo, or any form of advertising or other writing shall appear on the face or back of any dish, except the name of the manufacturer, distributor or seller of such tower or dish, provided that such lettering does not exceed two inches in height.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (FWY) Freeway District in accordance with Article 25 of this ordinance. A landscape plan depicting a reduced width landscape buffer or one which shows a lesser percentage of the site landscaped may be approved by the Planning & Zoning Commission when it is shown that the physical constraints of the property preclude strict compliance of this section. (*Ord. No. 2176, 06/04/96*) (*Ord. No. 3943, 01/14/20*)

5. SERVICE STATION PUMP ISLANDS:

Gasoline service station pump islands and unenclosed canopies shall be permitted to extend beyond the front or side building line, provided that such pump islands are not located nearer than 20 feet from the front or side property line, and that the outer edge of the unenclosed canopy shall not be located nearer than 12 feet from the front or side property line.

6. VEHICLE SERVICE BAYS:

All vehicle repair, service, wash or maintenance bays incidental to any use shall be arranged and screened in accordance with Article 25 of this ordinance and Section J(1) of this Article.

7. VALIDATION OF NONCONFORMING USES AND STRUCTURES:
(*Ord. No. 2258, 04/15/97*)

Any use of land or building or any building or structure which was in existence on January 1, 1997, but which does not conform to the use regulations or does not conform to the lot area, lot dimensions, front yard, side yard, rear yard, lot coverage, height, floor area ratio, parking, loading, building spacing, screening, landscaping, exterior brick, stone or masonry regulations of this ordinance shall be hereafter be deemed lawful in the (FWY) Freeway District, as established on the Official Zoning

Map, dated January 1, 1997. Application for validation of uses in existence on January 1, 1997, that are not included on a current Certificate of Occupancy, must be received on or before October 15, 1997.

- a. Property which is sold or leased shall continue to retain the lawful status.
- b. The existing use may be expanded in conformance with the current, applicable area regulations by a maximum of 100 percent.
- c. New uses shall be permitted by Article 5 of the Comprehensive Zoning Ordinance.
- d. If a use is discontinued for a period of 270 or more days, the subsequent use of the property shall be permitted in conformance with Article 5 of the Comprehensive Zoning Ordinance.
- e. Whenever a structure is partially or completely destroyed by fire or any cause, the use shall be allowed to continue unless it is discontinued for a period of 270 or more days. After that period of time, use of the property shall be permitted in conformance with Article 5 of the Comprehensive Zoning Ordinance. Any new construction shall be in accordance with the current development standards of the applicable zoning district.

8. ACCESSORY STRUCTURES:

(Ord. No. 3144, 06/05/07); (Ord. No. 3891, 12/11/18)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.
 - b) Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
 - c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
 - d) Accessory buildings with a floor area up to and including 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section L, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be

similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot. (*Ord. No. 3891, 12/11/18*)

- e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

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SECTION L. HEIGHT AND AREA REGULATIONS

	STRUCTURES UP TO 17 FEET IN HEIGHT	STRUCTURES UP TO 25 FEET IN HEIGHT	STRUCTURES UP TO 37 FEET IN HEIGHT	STRUCTURES UP TO 50 FEET IN HEIGHT	STRUCTURES UP TO 63 FEET IN HEIGHT	STRUCTURES UP TO 75 FEET IN HEIGHT
1. Minimum lot area (Square feet)	40,000	40,000	40,000	40,000	40,000	40,000
2. Maximum height of structure	17'	25'	37'	50'	63'	75'
3. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by building(s)) <i>(Ord. No. 1844, 11/03/92)</i>	65%	65%	65%	65%	65%	65%
4. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face), or pre-cast concrete panels (except unpainted), unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request may be appealed to the City Council if the appeal is filed with the Planning Department within 10 days of the action of the Planning & Zoning Commission.) <i>(Ord. No. 2105, 10/03/95); (Ord. No. 2176, 06/04/96); (Ord. No. 2249, 03/18/97); (Ord. No. 2572, 11/07/00); (Ord. No. 3891, 12/11/18)</i>	80%	80%	80%	80%	80%	80%
5. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%	90%	90%	90%	90%
6. Minimum amount of landscaped area (percentage of total lot area) (See Article 25)						
7. Minimum lot frontage on a public street (Measured at the front building line)						
a. Abutting a state or federally designated freeway,	150'	150'	150'	150'	150'	150'

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freeway frontage road, or arterial thoroughfare
(As identified on the Carrollton Transportation
Plan) **(Ord. No. 1557, 07/11/89)**

b. All others	100'	100'	100'	100'	100'	100'
8. Minimum lot depth (Length of side lot lines)	200'	200'	200'	200'	200'	200'
9. Minimum depth of front setback (Measured from front property line to any structure) (Ord. No. 3548, 04/02/13)	25'	25'	25'	25'	25'	25'
10. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)						
a. Directly (not separated by any ROW) Abutting (SF) single-family zoned property						
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property. (Ord. No. 3548, 04/02/13)	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor. (Ord. No. 3548, 04/02/13)	building height	building height	building height	building height	building height	building height
b. Abutting a state or federally designated freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	25'	25'	25'	25'	25'	25'
c. Abutting a collector thoroughfare or any other type of street (Ord. No. 3548, 04/02/13)	25'	25'	25'	25'	25'	25'
d. All other side setbacks (Ord. No. 3331, 10/06/09) (In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)	15'	15'	15'	15'	15'	15'

ART. 16 (FWY) FREEWAY DISTRICT

11.	Minimum depth of rear setback (Measured from rear property line to any structure)						
a.	Directly (not separated by any ROW) abutting (SF) single-family zoned property						
i.	Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property. <i>(Ord. No. 3548, 04/02/13)</i>	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height
ii.	With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of an exterior wall, per floor above the first floor. <i>(Ord. No. 3548, 04/02/13)</i>	building height	building height	building height	building height	building height	building height
b.	Abutting property zoned other than (SF) single-family <i>(Ord. No. 3548, 04/02/13)</i>	15'	15'	15'	15'	15'	15'
c.	Abutting a state or federally designated freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan) <i>(Ord. No. 3548, 04/02/13)</i>	25'	25'	25'	25'	25'	25'
d.	Abutting any other type of street <i>(Ord. No. 3548, 04/02/13)</i>	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height	1/2 building height
(In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)							
12.	Minimum distance between structures on the same lot or parcel <i>(Ord. No. 3548, 04/02/13)</i>	0'	0'	0'	0''	0'	0'
13.	Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)					

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ARTICLE 17
OVERLAY DISTRICTS
(Entire Article Established, Ord. No. xxxx, 04/0726)

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ARTICLE 17 OVERLAY DISTRICTS

PART 1 - (GWY) GATEWAY OVERLAY DISTRICT

(Entire Article Established, Ord. No. 2037, 11/15/94)

SECTION A. INTENT AND PURPOSE.

The (GWY) Gateway Overlay District shall function as an overlay zoning district. The (GWY) requirements shall supersede the regulations of the underlying zoning district where such district's regulations are in conflict with the provisions of this Article. All regulations of the underlying zoning district shall be in effect except as identified in the (GWY) Gateway Overlay District regulations.

The purpose of the (GWY) Gateway Overlay District is to enhance the aesthetic and visual character of gateways into the city that are adjacent to regional highways. It is intended to ensure that land development adjacent to gateways occurs in a manner that is compatible with the use of the transportation corridor while minimizing traffic hazards and congestion at key focal points of the community.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in the underlying zoning district(s), in accordance with Article V of this ordinance.

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the underlying zoning district(s) only in accordance with Articles 5 and 21 of this ordinance.

SECTION D. PROHIBITED USES.

Those uses which are specifically prohibited in the underlying districts shall not be allowed.

SECTION E. SCREENING REQUIREMENTS.

(Ord. No. 3891, 12/11/18)

1. SCREENING WALL: *(Ord. 3439 05/03/2011)*

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles and other items shall be provided in accordance with the requirements of the underlying zoning district, except as otherwise provided herein.

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Outside storage shall be screened on all sides by a solid, opaque brick or stone wall of not less than six feet in height measured at the highest finished grade, constructed in accordance with the general design standards of the City of Carrollton.

- a. Screening walls shall not be allowed in any required landscape setback which is adjacent to a public thoroughfare.

SECTION F. SPECIAL OFF-STREET PARKING REGULATIONS.

1. The maximum height of any parking structure shall be two above-grade levels, not to exceed 25 feet. Such structure shall not be located in the front yard. However, parking structures located behind the main structure and meeting all applicable requirements of this Article may be constructed to a maximum height of six levels, not to exceed 75 feet. For purposes of this section, when a lot or tract of land has more than one street frontage, and one of those streets is a highway frontage road, the front yard shall be designated as that yard adjacent to the frontage road.
2. No surface parking area shall contain greater than 200 parking spaces. If a greater number of spaces is required, separate parking areas of not more than 200 parking spaces shall be provided. These parking areas shall be separated by a landscaped area with a minimum width of 10 feet, and be landscaped in accordance with Article 25, Section B(7)(e) of this ordinance and as otherwise provided herein. This landscaped area may be counted towards the on-site required landscaping.
3. Parking reduction options identified in Article 24, Section F(2) of this ordinance, shall not be applicable.

SECTION G. SPECIAL OFF-STREET LOADING AND SERVICE AREAS.

Where the provision of off-street loading and service areas is necessary, such areas shall be provided in accordance with the underlying zoning district requirements, except as otherwise provided herein.

All loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facilities located within 200 feet of any freeway, freeway frontage road or arterial thoroughfare, and which face less than 45 degrees from such highway, highway frontage road, or arterial thoroughfare, shall be screened from the view of the street by a solid, opaque brick or stone wall of not less than six feet in height, measured at finished grade, constructed in accordance with the standards prescribed by the City of Carrollton. However, if the combination of landscaping and berming within the landscape setback creates a solid visual barrier equal to that provided by the solid opaque wall at the time of planting, the screening wall or fence is not required.

SECTION H. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

- a. All business operations and activities shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted, except for off-street parking or loading; drive-in or drive-through window at a financial institution, restaurant, prescription pharmacy or dry cleaning establishment; outdoor dining in conjunction with a restaurant; material recycling collection bin; mobile collection center for secondhand goods; mobile redemption center; and the temporary outside display and sales of Christmas trees.

Outside storage shall be allowed only where permitted in the underlying zoning district, and shall comply with Article 27, Section A, of this ordinance and Section E(1) of this Article.

The outside display of merchandise incidental to a permitted use shall be allowed per the underlying zoning district, and shall comply with Article 27, Section B, of this ordinance.

- b. All areas utilized for outside display or storage in conjunction with sales or rental of motor vehicles, mobile homes, trailers or boats, regardless of whether such areas are screened from public view, shall have a concrete surface constructed in accordance with the standards prescribed by the City of Carrollton.

2. UTILITIES:

All utilities located within 200 feet of the front property line, which will serve any lot or parcel, shall be installed underground, except for any transmission lines or feeder lines, either existing or proposed, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

3. LANDSCAPING:

Minimum amount of landscaped area: (See Article 25)
(Ord. No. 3943, 01/14/20)

4. SERVICE STATION PUMP ISLANDS:

Gasoline service station pump islands shall have a minimum setback of 60 feet from any street right-of-way or street easement. Unenclosed canopies shall have a minimum setback of 50 feet from any street right-of-way or street easement.

5. VEHICLE SERVICE BAYS:

All vehicle repair, service, wash or maintenance bays incidental to any use shall be arranged and

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screened in accordance with Article 25 of this ordinance and Section G(1) of this Article.

6. MASONRY CONTENT:

One or two story structures, regardless of structure height, shall meet the following minimum masonry requirements:

- a. Buildings containing 60,000 square feet of floor area or less shall have the following minimum masonry requirement: 80 percent of the total exterior walls which face upon any public thoroughfare, excluding doors, windows and window walls shall be constructed of brick or stone. The remaining portion of those walls which face a public thoroughfare, as well as all remaining walls, shall be constructed of brick, stone, masonry or pre-cast concrete panels.
- b. Buildings containing greater than 60,000 square feet of floor area, which contain a primary use that is industrial or warehousing shall have the following requirements:
 - i. 80 percent of the total exterior walls which face upon any public thoroughfare, excluding doors, windows and window walls shall be constructed of brick, stone, masonry or pre-cast concrete panels.
 - ii. 20 percent of the total exterior walls excluding doors, which face any public thoroughfare and are not constructed of brick or stone shall contain a contrasting texture or color.
 - iii. Those wall which face any public thoroughfare and are not constructed of brick or stone, shall have a minimum three inch wide by three-fourths inch deep, vertical reveal, spaced a minimum ten feet on center for the entire length of the wall, and a minimum three inch wide by three-fourths inch deep, horizontal reveal for every 10 feet of wall height. There shall be no minimum or maximum spacing for the horizontal reveal. All reveals shall extend for the entire width or height of the wall.
 - iv. Those walls which do face a public thoroughfare shall be constructed of brick, stone, masonry or pre-cast concrete panels.
- c. Exceptions to the above requirements may be approved by resolution of the City Council. (*Ord. No. 176, 06/04/96*)

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SECTION I. HEIGHT AND AREA REGULATIONS

	1 STORY STRUCTURES	2 STORY STRUCTURES	3 STORY STRUCTURES	4 STORY STRUCTURES	5 STORY STRUCTURES	6 STORY STRUCTURES
NOTE: Story designations for structures are included for reference purposes only. Structure setback, area, and coverage regulations shall be based upon the height restrictions established in paragraph (2) of this Section.						
1. Minimum lot area (Square feet)	40,000	40,000	40,000	40,000	40,000	40,000
2. Maximum height of structure	17'	25'	37'	50'	63'	75'
3. Maximum floor area ratio (FAR) (Ratio of building area to lot area)	0.65:1	1.3:1	2:1	2.6:1	3.25:1	4:1
4. Maximum building coverage (percentage of total lot area) (Percent of lot area which can be covered by building(s))	65%	65%	65%	65%	65%	65%
5. Minimum brick or stone content, exterior	Reference Section H(6) of the Article & Base District	Reference Section H(6) of the Article & Base District	Reference Base District	Reference Base District	Reference Base District	Reference Base District
6. Maximum amount of impervious coverage (percentage of total lot area)	80%	80%	80%	80%	80%	80%
7. Minimum amount of landscaped area	(See Article 25)					
8. Minimum lot frontage on a public street (Measured at the front building line)	150'	150'	150'	150'	150'	150'
9. Minimum lot depth (Length of side lot lines)	200'	200'	200'	200'	200'	200'
10. Minimum depth of front setback (Measured from front property line to any structure)	(Coincident with the required landscape setback. See Article 25)					
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear yard)						
a. Abutting (SF) single-family zoned property						
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	10'	65'	65'	100'	150'	150'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	25'	130'	130'	200'	250'	250'
b. Abutting a street	(Coincident with the required landscape setback. Reference Section H (3)(b) of this Article)					

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c. All other side setbacks shall be in accordance with the building codes of the City of Carrollton. (When a fire lane is in a side yard, the applicable requirements of the Carrollton fire code shall apply)							
12.	Minimum depth of rear setback (Measured from rear property line to any structure)						
a.	Abutting (SF) single-family zoned property						
i.	Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single-family zoned property.	25'	65'	65'	100'	150'	150'
ii.	With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of an exterior wall, per floor above the first floor.	25'	130'	130'	200'	250'	250'
b.	Abutting property zoned other than (SF) single-family	10'	10'	20'	20'	20'	20'
c.	Abutting a street (In the event that a fire lane is provided within a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)	(Coincident with the required landscape setback. Reference Section H (3)(b) of this Article)					
13.	Minimum distance between structures on the same lot or parcel	0'	0'	15'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'
14.	Minimum required off-street parking spaces	(Reference Article 24 of this ordinance)					

ARTICLE 17 OVERLAY DISTRICTS

PART 2 - (HP) HISTORIC PRESERVATION OVERLAY DISTRICT

(Entire Article Established, Ord. No. 2706, 07/16/02); (Ord. No. 4540, 12/05/23)

SECTION A. INTENT AND PURPOSE.

The (HP) Historic Preservation Overlay District shall function as an overlay zoning district. The (HP) requirements shall supersede the regulations of the underlying zoning district where such district's regulations conflict with the provisions of this Article. All regulations of the underlying zoning districts shall be in effect except as identified in the (HP) Historic Preservation Overlay District regulations.

The City Council of Carrollton hereby declares that as a matter of public policy the protection, enhancement, and perpetuation of designations or districts of historical and cultural importance and significance are necessary to promote the economic, cultural, educational, and general welfare of the public and that such designations and districts represent the unique confluence of time and place that shaped the identity of generations of citizens, both collectively and individually, and produced significant historic, architectural, and cultural resources that constitute their heritage.

An historic designation and/or historic district is intended to:

1. Protect and enhance the landmarks and areas which represent distinctive elements of Carrollton's historic, architectural, and cultural heritage
2. Protect and enhance Carrollton's attractiveness to residents, visitors and tourists
3. Support the harmonious, orderly, and efficient growth and development of the community
4. Promote, maintain and stimulate economic prosperity and the general welfare of the community
5. Encourage stabilization, restoration, and improvements of properties and their values, and
6. Educate Carrollton residents and visitors of Carrollton history.

SECTION B. DUTIES: HISTORIC PRESERVATION OFFICER, MUSEUM AND HISTORIC PRESERVATION STAFF LIAISON, MUSEUM AND HISTORIC ADVISORY COMMITTEE.

1. HISTORIC PRESERVATION OFFICER: (Also referred to as the “HPO”)

The City Manager or their designee shall appoint a qualified city official or staff person of the City of Carrollton to serve as Historic Preservation Officer (HPO). This officer shall administer this ordinance, meet with the Museum and Historic Advisory Committee at their regular meetings as needed and advise them on matters of historic preservation and the administration of this ordinance.

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The HPO shall also assist applicants and coordinate the City of Carrollton's historic preservation activities as it relates to the Historic Preservation Overlay District with those of federal and state agencies, and with local, state, and federal preservation organizations.

2. MUSEUM AND HISTORIC PRESERVATION STAFF LIAISON: (Also referred to as the "MHPL")

The City Manager or their designee shall appoint a staff person of the City of Carrollton to serve as Museum and Historic Preservation Staff Liaison. The liaison will aid the Committee and support Carrollton's history as outlined in Chapter 133 of the Municipal Code of Ordinances.

The MHPL may advise and assist the HPO in historical research, documents, and recommendations, but shall not be responsible for items related to planning and zoning laws.

This person shall also assist applicants as pertained to the A.W. Perry Homestead, Carrollton history, and markers unrelated to zoning laws and shall coordinate the City of Carrollton's historic preservation activities with those of federal and state agencies, and with local, state and federal preservation organizations with the HPO as needed.

3. MUSEUM AND HISTORIC ADVISORY COMMITTEE: (Also referred to as "the Committee" and "MHAC")

The Museum and Historic Advisory Committee shall conduct meetings as established in Chapter 34 of the Carrollton Code of Ordinances.

SECTION C. DESIGNATIONS.

1. HISTORIC DESIGNATION

A. CONTENTS OF AN APPLICATION FOR DESIGNATION (See Section 133 Municipal Code of Ordinances).

2. HISTORIC DISTRICT

A. CRITERIA FOR HISTORIC DISTRICT:

Applications for a designation for a historic district may be submitted if the district has received National or State historical recognition or satisfies the following:

- 1) Possesses significance in history, architecture, archaeology, or culture and is associated with events that have made a significant contribution to the broad patterns of local history.
- 2) Embodies the distinctive characteristics of a type, period, style or method of architecture or construction; represents an established and familiar feature of the community and represents and/or contributes to a significant and distinguishable entity whose components may lack individual distinction.

B. APPLICATION CRITERIA:

- 1) Source verification is required for all information pertaining to claims of significance.
- 2) Applicant must be sole owner or have written permission granting approval for application

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from current owner(s), any persons named in the application, or any other company, corporation or individual who may have a say or right of objection to the designation.

C. PROCESS FOR DESIGNATING DISTRICT:

- 1) Submit to MHAC an application and associated drawings that explains the different criteria for designation that the proposed properties meet.
- 2) The Committee shall present applications during the next scheduled meeting with no less than 10 days from receiving a complete application, hold a public hearing and consider the nomination. Notice of this public hearing shall be posted in the manner set forth in Section B (1), Article 32, Carrollton Comprehensive Zoning Ordinance, provided that MHAC shall substitute for any and all references to the Planning and Zoning Commission therein.
- 3) The MHAC will hold a public hearing to consider that nomination and make a recommendation to the Planning and Zoning Commission, as set forth in Article 32 Changes and Amendments, Section B. Hearing Before the Planning and Zoning Commission.
- 4) Upon forwarding a recommendation and report from the Committee to the Planning & Zoning Commission, the process shall follow the procedures set forth in Section B (regarding a hearing before Planning and Zoning Commission), and in Section C (regarding a hearing before the City Council), Article 32, Carrollton Comprehensive Zoning Ordinance.
- 5) Upon designation of an historic landmark or district, the City Council shall cause the designation to be recorded in the real property records of the appropriate county, the tax records of the City of Carrollton and the Dallas Central Appraisal District, and to be shown on the official zoning map of the City of Carrollton by an appropriate mark. The record filed with the county shall include a verified written instrument filed in the real property records of the county clerk's office of each county in which Carrollton is located listing each historic structure or property that is located in the municipality and that county and is designated as historic by a political subdivision of the state by: the street address, if available in the municipal files; the legal description of the real property on which the structure or property is located; and the name of the owner of the real property, if the name is available in the municipal files.

D. REMOVING A DISTRICT DESIGNATION:

A designation for an historic district may be removed in the same manner and by the same process by which it was enacted.

SECTION D. CERTIFICATE OF HISTORIC APPROPRIATENESS.

1. REQUIRED:

In addition to any other permit required by other ordinances of the City of Carrollton, a Certificate of Historic Appropriateness shall be required prior to:

- a. Any work which requires the issuance of a permit from the Building Inspection Department of the City of Carrollton, and which affects the exterior appearance of a designated historic structure located within a designated historic district.

No building permit shall be issued for any alteration, construction, reconstruction, restoration,

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rehabilitation, removal, or demolition on any historic structure within an historic district unless a Certificate of Historic Appropriateness has been approved for said activity.

- b. Any work which does not require the issuance of a permit from the Building Inspections Department, but which affects the exterior appearance of a designated historic structure located within a designated historic district. Examples of such work may include, but are not limited to:
 - i. Changing of exterior appearance by painting or other finish work
 - ii. Installation of siding
 - iii. Window treatment, including, but not limited to, window replacement and the installation of awnings, or
 - iv. Door treatment, including, but not limited to door replacement or alteration.

2. ORDINARY MAINTENANCE AND REPAIR; EMERGENCY REPAIR:

- a. Nothing in this article shall be construed to prevent the ordinary maintenance and/or repair as defined by Article 35; nor shall a Certificate of Historic Appropriateness be required by this article for ordinary maintenance and repair.
- b. Emergency maintenance and temporary repair as defined by Article 35 may be authorized by the City, provided that said temporary emergency maintenance and temporary repair does not permanently alter the distinctive features of the historically designated structure or district, and that, within 30 days, the owner of record applies for appropriate and adequate permits to make permanent repairs.

3. PROCESS FOR OBTAINING A CERTIFICATE OF HISTORIC APPROPRIATENESS:

- a. Upon the receipt by the City of Carrollton of an application for a Certificate of Historic Appropriateness, the HPO shall review the application.

If an application meets the criteria listed in subsection 4 of this section, a Certificate of Historic Appropriateness shall be granted.

If, the proposed work does not conform to the criteria listed in subsection 4 of this section, the HPO shall advise the applicant of modifications needed to come into compliance with said criteria. If the applicant makes said modifications, a Certificate of Historic Appropriateness shall be granted.

- b. Refusal to grant a Certificate of Historic Appropriateness may be appealed to the Committee by submitting a letter of appeal within 10 days of the decision of the HPO.
 - i. The Committee shall within 30 days, upon receiving a letter of appeal, hold a public hearing and consider the appeal. Notice of this public hearing shall be posted in the manner set forth in Section B (1), Article 32, Carrollton Comprehensive Zoning Ordinance, provided that the Committee shall substitute for any and all references to the Planning and Zoning Commission therein.
 - ii. The Committee shall, by motion and vote, approve, approve with modifications, deny for the purpose of continuation, or deny the Certificate of Historic Appropriateness.

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iii. A denial for the purpose of continuation shall only be made to allow the applicant sufficient time to modify their proposal and return to the Committee for additional consideration.

iv. In the event the Committee does not act within 30 days, the Certificate shall be deemed approved.

c. An applicant for a Certificate of Historic Appropriateness dissatisfied with the Committee's decision may appeal that decision to the City Council within 10 days in accordance with the process and procedures set forth in Article 32, Section C, Carrollton Comprehensive Zoning Ordinance, provided that the Committee shall substitute for any and all references to the Planning and Zoning Commission therein.

d. An applicant dissatisfied with the Committee's decision may also file an application for economic hardship as provided in this article with the Committee.

4. CRITERIA FOR CONSIDERATION OF A CERTIFICATE OF HISTORIC APPROPRIATENESS:

a. General

When assessing an application for a Certificate of Historic Appropriateness, consideration shall be given to any design criteria set forth in the ordinance establishing the designated structure and, where applicable, the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings (adopted herein by attachment: Appendix A to this article), both of which shall be made available to the owners of historic structures and the owners of property within historic districts.

Any adopted design guidelines, Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings (Appendix A), and Secretary of the Interior's Guidelines for Rehabilitating Historic Buildings (Appendix B) shall be on file in the city secretary's office and made available to the public. (Appendix B is for guidance only and is not adopted by this article.)

General guidelines for the rehabilitation, repair, reconstruction, or alteration of structures, or for any construction in an historic district shall include, but are not limited to, the following:

- i. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- ii. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property should be avoided where possible.
- iii. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
- iv. Most properties change over time; those changes that have acquired historic significance shall be retained and preserved.
- v. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property should be preserved where possible.
- vi. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature should, as closely as possible, match the old in design, color, texture, and other visual qualities

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and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

- vii. Chemical or physical treatments, such as indiscriminate and careless sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- viii. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- ix. New additions, exterior alterations, or related new construction should not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
- x. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

b. Demolition

When assessing an application for a Certificate of Historic Appropriateness for demolition, consideration shall be given to the criteria set forth in subsection A above, any criteria set forth in the ordinance establishing the historic designation, and also may include any of the following:

- i. The importance of the building, object, site, or structure to the integrity and character of the surrounding area
- ii. The difficulty or impossibility of reproducing such a building, object, site, or structure due to design, texture, material, detail, or unique location
- iii. Whether the building, object, site, or structure is one of the last remaining examples of its kind in the neighborhood, city, county, state, or nation
- iv. Whether there are definite plans for reuse of the property if the proposed demolition is carried out, and what effect such plans will have on the architectural, cultural, historical, archaeological, social, aesthetic, and/or environmental character of the surrounding area
- v. Whether reasonable measures can be taken to save the building, object, site, structure, or cluster from further deterioration, collapse, arson, vandalism or neglect
- vi. Whether reasonable measures can be taken to relocate the building, object, or structure to a new site
- vii. The condition of the structure
- viii. Estimated cost of restoration or repair, and
- ix. Demonstration that the adaptive use or restoration of the structure has been seriously considered.

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5. CONTENTS OF AN APPLICATION FOR A CERTIFICATE OF HISTORIC APPROPRIATENESS:

The standard application form of the City of Carrollton shall be used, provided that not more than one Blueline or blackline exhibit of each plan, elevation or drawing shall be required. The applicant shall provide a complete description of all the work proposed to be done. Said description shall include, but is not limited to, as appropriate: site plans, construction plans, elevation drawings, and photographs of existing conditions, photographs of historical conditions and samples of materials. The description shall also encompass adjacent properties, where appropriate.

It shall be the duty and obligation of the applicant to provide, as part of the application, sufficient information to adequately convey the full effect of the work proposed to be completed and any information applicable to the designated property under this Article.

6. COMPLETE APPLICATION REQUIRED:

An application shall not be accepted unless it is complete, including sufficient description to adequately and completely convey the full effect of the work proposed to be done.

SECTION E. ECONOMIC HARDSHIP APPLICATION PROCEDURE.

1. MOTION FOR REHEARING:

After receiving written notification from the Committee of the denial of a certificate of appropriateness, an applicant may file a motion for rehearing with the Committee alleging economic hardship as a basis for granting the certificate of appropriateness. No building permit or demolition permit shall be issued unless the Committee makes a finding that hardship exists.

2. PROOF REQUIRED:

a. Non-residential purposes

When a claim of economic hardship is made concerning property used for non-residential purposes the owner must prove, by a preponderance of the evidence, that:

- i. The property is incapable of earning a reasonable return, regardless of whether that return represents the most profitable return possible;
- ii. The property cannot be adapted for any other use, whether by the current owner or by a purchaser, which would result in a reasonable return;
- iii. Good faith efforts to find a purchaser interested in acquiring the property at fair market value and preserving it have failed; and
- iv. The applicant has consulted in good faith with the Committee, local preservation groups and interested parties, if any, in a diligent effort to seek an alternative that would result in preservation of the property.

b. Residential, open farms or open lands purposes

When a claim of economic hardship is made concerning property used for residential purposes or

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for open farms or open lands, the owner must prove, by a preponderance of the evidence, that:

- i. Good faith efforts to find a purchaser interested in acquiring the property at fair market value, and preserving it have failed; and
 - a. The applicant has consulted in good faith with the Committee, local preservation groups and interested parties, if any, in a diligent effort to seek an alternative that would result in preservation of the property.
- c. Possible Evidence

As evidence of unreasonable economic hardship, the owner may submit the following information to the Committee by affidavit:

- i. An estimate of the cost of the proposed construction, alteration, demolition or removal and an estimate of any additional cost that would be incurred to comply with the conditions the Committee required for the issuance of a Certificate of Historic Appropriateness
 - ii. A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of any structures on the property and their suitability for rehabilitation
 - iii. Estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition, or removal; after any changes recommended by the Committee; and, in the case of a proposed demolition, after renovation of the existing property for continued use
 - iv. In the case of a proposed demolition, an estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property
 - v. Remaining balance on any mortgage or other financing secured by the property owner and annual debt service, if any, for the previous two years
 - vi. All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing, or ownership of the property
 - vii. Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two years
 - viii. The assessed value of the property according to the two most recent certified tax rolls
 - ix. Real estate taxes paid for the previous two years, and
 - x. Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other.
- c. Additional information

In the event the Committee determines that any additional information is necessary in order to evaluate whether an unreasonable economic hardship exists, the Committee shall promptly notify the owner.

The applicant shall consult in good faith with the Committee, local preservation groups and interested parties in a diligent effort to seek an alternative that will result in preservation of the property. Such efforts must be shown to the Committee.

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3. PROCESS:

The Committee shall, within 60 days from receiving a complete application, hold a public hearing and consider the application for unreasonable economic hardship. Notice of this public hearing shall be posted in the manner set forth in Section B(1), Article 32, Carrollton Comprehensive Zoning Ordinance, provided that the Committee shall substitute for any and all references to the Planning and Zoning Commission therein.

If the Committee does not act within 60 days of the receipt of the application, a hardship certificate shall be granted.

All decisions of the Committee shall be in writing. A copy shall be sent to the applicant by registered mail and a copy filed with the city clerk's office for public inspection. The Committee's decision shall state the reasons for granting or denying the hardship application.

4. APPEAL:

An applicant dissatisfied with the action of the Committee relating to the issuance or denial of an economic hardship application shall have the right to appeal to the City Council within 10 days after receipt of notification of such action. The City Council shall give notice, follow publication procedure, hold hearings, and make its decision in the same manner as provided in Section C, Article 32, Carrollton Comprehensive Zoning Ordinance.

SECTION F. TEMPORARY STAY OF ISSUANCE OF PERMITS FOR NOMINATED PROPERTIES.

No permit shall be issued for alteration, construction, reconstruction, restoration, rehabilitation, removal or demolition on any property for which a complete application has been received for historic landmark designation, or which lies in an area for which a complete application has been received for historic district designation, until such time as the City Council has made a determination as to the nominated designation.

SECTION G. DEMOLITION BY NEGLECT.

1. No owner or person with an interest in real property designated as a historic designation or within an historic district shall permit said property to fall into a serious state of disrepair to result in the deterioration of any exterior architectural feature which would, in the judgment of the Museum and Historic Advisory Committee, produce a detrimental effect upon the character of the historic district as a whole or the life and character of the property itself.”
2. Examples of such deterioration include, but are not limited to:
 - a. Physical deterioration of exterior walls or vertical structural supports
 - b. Physical deterioration of roofs or horizontal structural supports
 - c. Physical deterioration of chimneys

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- d. Physical deterioration of foundation
- e. Physical deterioration of stucco or mortar
- f. Ineffective waterproofing of exterior walls, roof, or foundations, including broken windows or doors, or
- g. Physical deterioration of any features to create a hazardous condition, which could lead to the claim that demolition, is necessary for public safety.

SECTION H. APPLICATION TO PUBLIC PROPERTY.

As allowed by state and federal law, any alteration, construction, reconstruction, restoration, rehabilitation or demolition of any building or structure designated an historic landmark or within a designated historic district and which is owned by any public or governmental entity shall be subject to the same requirements outlined in this Article as applied to privately-owned property.

SECTION I. FINANCIAL INCENTIVES FOR PRESERVATION: HISTORIC LANDMARK DESIGNATION TAX EXEMPTION UNDER V.T.C.A., PROPERTY TAX CODE SECTION 11.24.

1. CALCULATION OF TAX EXEMPTION:

Any property which has been designated as an historic landmark or which is located within a designated historic district shall qualify for an exemption of City ad valorem taxes, provided that the historic landmark or property which is located within a designated historic district has been determined by the City Council to be a historically or archeologically significant site in need of tax relief to encourage its preservation. The tax exemption shall exempt from City ad valorem taxation any increase in the assessed value of the building/structure and the land necessary for access and use of the building/structure following the designation by the City Council for a period of 10 years.

- a. This tax incentive shall begin on the first day of the first tax year after verification of completion of the preservation required for certification.
- b. This tax incentive shall only be granted for properties where the value of the rehabilitation exceeds 30 percent of the assessed value of the building/structure in the base year. For the purposes of this Section, the “base year” shall be the year in which the application for the tax exemption was approved by Council. In the event that the structure or the land is assessed during such 10 year period at a lower value than the assessed value for the base year, the Council shall reevaluate the exemption amount for the remainder of the 10 year period.
- c. In order to qualify for the exemption, the Council must approve the application for the tax exemption prior to the commencement of the work and the work must be verified in compliance with this section.

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2. APPLICATION PROCESS:

Any application for tax exemption shall be filed with the Historic Preservation Officer. Each application shall contain sufficient documentation to support the information submitted therein. Each application shall be signed and sworn to by the owner of the property and shall:

- a. State the legal description and the address of the property proposed for certification
- b. Provide proof of title in the application to the property proposed for certification
- c. Provide proof that taxes or other assessments are not delinquent on the property
- d. Include a complete set of final plans for the improvement
- e. Include a statement of costs for the renovation and/or restoration and the assessed value of the building
- f. Include a projection of the estimated construction time and predicted completion date
- g. Include a detailed statement of the proposed use of the property
- h. Provide any additional information to HPAC which is necessary in determining eligibility or which the owner deems relevant or useful; and
- i. Contain a written agreement to maintain, for the duration of the tax exemption, the certified property in accordance with the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings, and the applicable city building codes.

3. CERTIFICATION PROCESS:

- a. Upon receipt of the sworn application, the Committee shall make an investigation of the property and shall certify the facts to the City Manager or Designee of the City of Carrollton within 30 days along with the Committee's documentation and recommendation for approval or disapproval of the tax exemption.
- b. Upon receipt of the application for a tax exemption, as well as the recommendation of the Committee, the City Manager or Designee shall immediately forward the application to the City Council and, within 60 days, the Council shall approve by resolution or disapprove eligibility of the property for City ad valorem tax relief pursuant to this section and may outline conditions. Approval or disapproval shall be provided in writing to the applicant. In determining eligibility, the City Council shall first determine that all the requirements of this section have been met.
- c. No property shall be certified for tax exemption purposes until the applicant has filed a commitment to repay to the City all City taxes previously exempted if the owner is required to repay the taxes for noncompliance with this section as provided below. The commitment shall be filed in the appropriate County Deed Records and shall run with the land and bind the owner and the owner's heirs and assigns. Any unpaid repayment shall constitute a lien against the property.
- d. The application for certification may be processed concurrently with any application for a certificate of appropriateness which is required under this ordinance.

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4. VERIFICATION PROCESS:

Upon completion of the project, the applicant shall submit a sworn statement of completion acknowledging that the "historically or archeologically significant property" has been improved as required by the Committee. The Committee, upon receipt of the sworn statement of completion, but no later than 30 days thereafter, shall make an investigation of the property and shall verify that the property has been completed as required for certification. If verification of completion shall be deemed unfavorable, the applicant shall be required to complete the renovation and/or restoration in order to secure the tax exemption provided herein. If the verification of completion is favorable, the applicant shall timely provide the appropriate paperwork to the Chief Appraiser of Dallas Central Appraisal District (regardless of which county the property is in) in order to receive the exemption. If the verification of completion is favorable, the Committee shall timely provide written notification to the Tax Assessor-Collector for the City of Carrollton.

5. TRANSFERABILITY OF TAX EXEMPTION:

The benefits and liabilities of this City ad valorem tax incentive program are transferable and run with the property. A property may take advantage of the tax incentive program once. A copy of the certification must be filed by the property owner in the county deed records. Proof of the filing shall be presented to the Historic Preservation Officer.

SECTION J. CUMULATIVE REMEDIES.

That the provisions of this Article shall apply in addition to other enforcement provisions or penalties which are available at law or in equity, but not limited to, those available for adversely affecting historic structures or properties under Section 315.006 of the Texas Local Government Code and Section 442.016 of the Texas Government Code.

**ARTICLE 17
OVERLAY DISTRICTS**

PART 3 - (I-35E) INTERSTATE OVERLAY DISTRICT
(Entire Article Established, Ord. No. 2258, 04/15/97)

SECTION A. PURPOSE

The (I-35E) Interstate Overlay District is established to encourage new development and redevelopment along the IH-35E corridor within the boundary of the (FWY) Freeway District. The limits of the (I-35E) Interstate Overlay District shall reflect the location of the majority of the small or oddly-shaped parcels of property which would have a practical difficulty in developing under the standards of the (FWY) Freeway district.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as allowed in the underlying zoning district, in accordance with Article 5 of this ordinance, except as provided for in Section K(7) of Article 16.

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the underlying zoning district only in accordance with Articles 5 and 21 of the Comprehensive Zoning Ordinance, except as provided for in Section K(7) of Article 16.

SECTION D. PROHIBITED USES.

Those uses which are specifically prohibited in the underlying district shall not be allowed, except as provided for in Section K(7) of Article 16.

SECTION E. HEIGHT AND AREA REGULATIONS.

All uses and structures in the (I-35E) Interstate Overlay district shall be developed in accordance with the standards of Article 16, (FWY) Freeway district, except as provided for the following:

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	1-6 Story Structures
1. Minimum lot area (Square feet)	10,000
2. Maximum building coverage (Percent of lot area which can be covered by building(s))	75%
3. Minimum lot frontage on a public street (Measured at the front building line)	
a. Abutting a state or federally designated freeway, freeway frontage road or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	100'
b. All others	75'
4. Minimum lot depth (Length of side lot lines)	100'
5. Minimum depth of front setback (Measured from front property line to any structure)	
a. Abutting a state or federally designated freeway, freeway frontage road or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'
b. Multiple frontage lot not abutting a state or federally designated freeway and where at least one of the remaining lot frontages is required to meet the 50' setback	25'
c. Lots abutting the west side of Broadway	25'
d. All others	25'
6. Minimum depth of rear setback	
a. Lots abutting the west side of Broadway	25'
7. Minimum amount of landscaped area (<i>Ord. No. 3943, 01/14/20</i>)	(See Article 25)

SECTION F. MISCELLANEOUS REQUIREMENTS.

Unless otherwise provided for in this Article, all other screening requirements, special height regulations, special yard regulations, sidewalks, special off-street parking, loading and service areas; and any other miscellaneous requirements shall be provided in accordance with Article 16, (FWY) Freeway District.

ARTICLE 17 OVERLAY DISTRICTS

PART 4 - (JBL) JOSEY-BELT LINE REDEVELOPMENT OVERLAY DISTRICT

(Entire Article Established, Ord. 3695, 08/18/15)

SECTION A. PURPOSE AND INTENT.

1. The purpose of the (JBL) Josey-Belt Line Redevelopment Overlay District (“JBL District”) is to encourage future property redevelopment and rehabilitation, and enhance the aesthetic and visual character along major corridors.
2. It is intended to protect the general welfare of the community by ensuring the properties are in compliance with the health and safety provisions applicable in the City of Carrollton.
3. It is intended to encourage private reinvestment in property and site improvements by removing obstacles to property redevelopment and rehabilitation when any of the following occurs:
 - a. Redevelopment of property by tear-down and rebuild
 - b. Rehabilitation of property by renovating the site, and
 - c. Occupancy inspection when a change of tenant occurs.
4. The provisions of the (JBL) District shall supersede the regulations of the underlying zoning district where such district's regulations are in conflict with the provisions of this Article. All regulations of the underlying zoning district not specifically provided for by the provisions of the (JBL) District regulations shall remain in effect.

SECTION B. PRINCIPAL, ACCESSORY AND ADDITIONAL PERMITTED USES.

1. No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in the underlying zoning districts, in accordance with Article V of this ordinance.
2. Drive-Through Windows shall be allowed as part of an approved business.

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the underlying zoning district(s) only in accordance with Articles 5 and 21 of this ordinance.

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in the (JBL) District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance.
2. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standards as herein required, except as provided by Article 29 of this ordinance.
3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to uses permitted in this district.
4. Used Car Dealers (indoors and outdoors).

SECTION E. REDEVELOPMENT.

1. HEIGHT AND AREA REGULATIONS:

- a. The maximum building height shall be 30 feet.
- b. The minimum side yard setback shall be 10 feet next to a street and internal setback shall comply with the building code.
- c. The minimum rear yard setback shall be 10 feet next to single-family and comply with building code when adjacent to non-single-family.
- d. The minimum front yard setback shall be 30 feet.
- e. The maximum building (lot) coverage shall be 70 percent.
- f. Trash receptacle screening may consist of wood, board-on-board screening with a cap.
- g. Rooftop painting is prohibited on a sloped roof with asphalt shingles.
- h. Parking ratio shall be based on the following:
 - i. Office use: 1 space per 500 square feet of building
 - ii. Retail use: 1 space per 350 square feet of building
 - iii. Restaurant without a drive-thru window: 1 space per 200 square feet of building
 - iv. Restaurant with a drive-thru window: 1 space per 250 square feet of building

2. LANDSCAPING/BUFFERING:

- a. Landscaping shall be provided on the premises of any property in accordance with Article 25 of this ordinance, except as otherwise provided herein.

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- b. All landscape plans shall be developed by a landscape authority, as defined herein. The plans shall be developed in accordance with Article 25, Section B(3) of this ordinance, except as otherwise provided below:
 - i. Screening adjacent to residential may consist of wood, board-on-board with a cap.
 - ii. A landscape buffer adjacent to a street shall be 10 feet in average with no area less than three feet in depth.
 - iii. Trees shall be required per the following:
 - a) One three inch caliper shade tree (measured at four and one-half feet above the ground) per 100 linear feet.
 - b) Two, three inch caliper ornamental trees (measured at four and one-half feet above the ground) per 100 linear feet of frontage.
 - iv. Shrubs.
 - a) If parking lot is not adjacent to street, shrubs may be deciduous and may be used as foundation plantings rather than buffer plantings.
 - b) If shrubs are used as foundations plantings, shrubs shall be planted no further apart than 30 inches on center.
 - v. On site landscaping shall be a minimum of five percent of the area of the site.
 - vi. Parking lot landscaping.
 - a) Must be at least four feet in width as measured from the back of the curb.
 - b) Islands shall not be required when the parking spaces are located behind the main building.

SECTION F. REHABILITATION.

1. HEIGHT AND AREA REGULATIONS:

- a. A maximum 80 percent stucco or EIFS exterior siding may be allowed through a development plan review.
- b. Existing and proposed lighting shall comply with the Glare Ordinance.
- c. Rooftop screening shall be required when greater than 50 percent of the site is renovated.
- d. Trash receptacle screening may consist of wood, board-on-board screening with a cap.
- e. Rooftop painting is prohibited on a sloped roof with asphalt shingles.

2. LANDSCAPING/BUFFERING:

The City Arborist may invoke a license agreement to plant trees in the City's Right-Of-Way.

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3. PARKING LOT:

All off-street parking areas and spaces shall be improved by repairing pot-holes, restriping the parking spaces and any applicable fire lanes.

SECTION G. CERTIFICATE OF OCCUPANCY.

1. Provide the applicant a proactive joint inspection of the entire property with both Building Inspection and Code Enforcement staff to provide the applicant with a list of necessary improvements during a Certificate of Occupancy review.
2. A Temporary Certificate of Occupancy will be issued for a maximum of six months to allow the property owner time to make repairs and bring the development into compliance:
 - a. Replace dead or missing landscaping
 - b. Remove illegal and/or obsolete signage
 - c. Repair and/or restripe parking lot surface
 - d. Verify proper location of and enclose dumpsters with appropriate screening materials
 - e. Correct any lighting/glare issues not in compliance with January 2017 requirements
 - f. Install rooftop screening for illegally installed equipment
 - g. Check building for proper maintenance and sealing against weather

SECTION H. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted, except for the following: off-street parking or loading; drive-in or drive-through window at a financial institution, restaurant, prescription pharmacy or dry cleaning establishment; outdoor dining in conjunction with a restaurant; material recycling collection bin; mobile collection center for secondhand goods; mobile redemption center; and the temporary outside display and sales of Christmas trees.

Outside storage shall be allowed only where permitted in the underlying zoning district, and shall also comply with Article 27, Section A, of this ordinance and Section E(1) of this Article.

The outside display of merchandise incidental to a permitted use shall be allowed per the underlying zoning district, and shall comply with Article 27, Section B, of this ordinance.

2. UTILITIES:

All utilities located within 200 feet of the front property line, which will serve any lot or parcel, shall be installed underground, except for any transmission lines or feeder lines, either existing or proposed,

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provided that such transmission or feeder lines shall be located within a designated paved easement or alleyway provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities pursuant to the utility's policies and cost reimbursement procedures with respect to the installation and extension of underground service.

SECTION I. ADMINISTRATION.

It is the intent of this Code that a developer or builder who wishes to develop will be processed in an expedited manner. However, if there are substantial variances requested, additional approvals shall be required which may delay development progress.

1. ALTERNATE STANDARDS:

- a. For the purposes of this Code, there shall be two types of Alternate Standards — Minor and Major.
- b. Minor Alternate Standards are considered relatively slight changes to the strict adherence to the standards in this Code and may be approved administratively by the City Manager or his designee as part of a Development Plan. However, all Minor Alternate Standards must meet the full intent of this Code as stated herein.

Major Alternate Standards are considered relatively significant changes to both the standards and stated intent of this Code. Major Alternate Standards may only be approved by a majority vote of the City Council after a recommendation of approval by the Planning and Zoning Commission.

- c. The ability to approve Alternative Standards shall also apply to Sections 151.93 and 151.94 of the Carrollton Code of Ordinances (Sign code) regarding sign regulations.
- d. The City may impose reasonable conditions, including screening requirements, time limits or other requirements that meet the intent of this ordinance, on granting any Alternate Standards in order to minimize any potential negative impact on the district, neighboring properties or public streets or open space.

2. DEVELOPMENT PLAN APPROVAL:

- a. Prior to obtaining a Building Permit, a Development Plan must be approved by the City Manager or his designee, to certify that it meets the purpose, intent and standards contained in this Code.
- b. Development Plans shall include the following information:
 - i. Site plan
 - ii. Building elevations and sections
 - iii. Building function/proposed use
 - iv. Parking standards being met
 - v. Any minor or major alternate standards being requested

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3. APPEALS:

- a. Denial of a Development Plan or an application for Minor Alternate Standards by the City Manager or his designee may be appealed to the Planning and Zoning Commission if the appeal is filed with the Development Services Department within 10 days of the denial. The decision of the City Manager or designee may be overturned by the favorable vote of three-fourths of all members of the Planning and Zoning Commission.
- b. Denial of a Development Plan or an application for Minor Alternate Standards by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Development Services Department within 10 days of the action of the Planning & Zoning Commission. The decision of the Planning and Zoning Commission may be overturned by the favorable vote of three-fourths of all members of the City Council.
- c. If the Planning and Zoning Commission does not recommend approval on a Major Alternate Standard, the Major Alternate Standard may only be approved by a favorable vote of three fourths of all members of the City Council.

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ARTICLE 18
(LI)
LIGHT INDUSTRIAL DISTRICT

(Ord. No. 4261; 05/20/25 repealed (HI) Heavy Industrial District in its entirety)

SECTION A. PURPOSE.

1. The (LI) Industrial District is established to provide space for higher intensity industrial uses.
2. The noise, traffic, litter, late night hours and other influences generated as a result of the intensive uses allowed in this district require adequate buffering from residential areas, and the traffic generated from such uses shall not be routed through residential areas.
3. Areas zoned to the (LI) Industrial District should be located close to major transportation sources, including direct access to arterial or collector streets. Internal streets within any industrial development should be sized and strengthened to accommodate commercial and truck traffic.
4. Areas zoned to the (LI) Industrial District should have increased water, sewer and drainage capacity, and increased fire protection.

SECTION B. PRINCIPAL AND ACCESSORY USES.

No land shall be used and no structure shall be erected for, converted to, or used for any principal or accessory use other than such uses as are allowed in the (LI) Industrial District, in accordance with Article 5 of this ordinance. *(Ord. No. 1705, 05/07/91)*

SECTION C. SPECIAL USE PERMITS.

Uses requiring approval of a Special Use Permit shall be allowed in the (LI) Industrial District only in accordance with Articles 5 and 21 of this ordinance. *(Ord. No. 1705, 05/07/91)*

SECTION D. PROHIBITED USES.

The following uses shall be specifically prohibited in the (LI) Industrial District:

1. Any structure erected or land used for other than one or more of the uses specifically permitted pursuant to this Article and Article 5 of this ordinance;
2. Any use of property that does not meet the required minimum lot size; front, side, or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;

ART. 18 (LI) INDUSTRIAL DISTRICT

3. The storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. *(Ord. No. 1705, 05/07/91)*

SECTION E. SCREENING REQUIREMENTS.

(Ord. No. 3891, 12/11/18)

1. SCREENING WALL:

Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with Article 25 of this ordinance.

SECTION F. SPECIAL HEIGHT REGULATIONS.

1. Flagpoles, cooling towers, roof gables, roof-mounted communication antennas and satellite television reception dishes, chimneys and vent stacks, elevator bulkheads, penthouses and mechanical equipment, and parapet walls may extend for an additional height not to exceed 15 feet from the maximum height limit of a structure to the highest point of any church steeple, dome, spire, flagpole, cooling tower, roof gable, roof-mounted communication antenna or satellite television reception dish, chimney, vent stack, elevator bulkhead, penthouse and mechanical equipment, or parapet wall.
2. The height of the church steeples, domes and spires may extend an additional height not to exceed twice the height of the main building and shall be set back from any adjacent residentially zoned property line at a minimum distance equal to the total height of the steeple, dome or spire. Church steeples, domes and spires shall be permitted to be placed on the main buildings. This provision for an additional height in excess of the maximum height requirements shall be permitted for maximum of one steeple, dome or spire per lot, tract or project.
3. Municipal water towers and sports lighting facilities, utility poles, and utility towers shall be specifically exempted from the maximum height restrictions imposed by this Article. *(Ord. No. 2572, 11/07/00)*

SECTION G. SPECIAL YARD REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Every part of a required front yard shall be open and unobstructed from a point 30 inches above the general ground level of the graded lot to the sky. The requirements of this paragraph shall not apply to living plant material and landscaping, lighting fixtures, flagpoles, mailboxes, overhead service lines and poles for utilities, or fences, which shall be situated and constructed in accordance with the applicable codes of the City of Carrollton.
- b. The location, placement and dimensions of any sign located within this District shall be in accordance with the applicable sections of the Sign Ordinance. *(Ord. No. 1947, 10/19/93); (Ord. No. 3891, 12/11/18)*

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2. SPECIAL FRONT, REAR, AND SIDE YARD REQUIREMENTS:

- a. The ordinary extensions of windowsills, awnings, wall-mounted signs, eaves, balconies, belt courses, cornices, roof overhangs, canopies, balconies and other architectural features may extend an additional 10 feet into the required front yard, and an additional five feet into the required rear or side yard.
- b. Where applicable, any front, rear or side yard adjacent to any existing or proposed state or federally designated freeway shall be measured from the face of the structure, covered porch or covered terrace to the proposed right-of-way line designated for future expansion or construction of the adjacent freeway, as such right-of-way is identified by the most current construction plans or schematic drawings available from the state of Texas at the time of application by the property owner for a permit for construction.

3. SPECIAL REAR AND SIDE YARD REGULATIONS:

No rear or side yard setback shall be required where such rear or side yard abuts:

- a. Railroad tracks, including sidings and spurs;
- b. Water body or stream course;
- c. Any area dedicated to permanent open space, such as a channel easement.

4. SPECIAL SIDE YARD REGULATIONS:

- a. A structure shall be permitted to have one or both side walls coincident with the parcel or lot line upon a technical review and approval of a site plan by the Planning and Zoning Commission. Written notice of such technical review shall be sent to owners of real property within the area to be considered relevant to the site plan, and to owners of real property located immediately adjacent to such parcel to be considered. Such notice shall be sent in the same manner as prescribed by Article 32, subsection (B)(1)(d), of this ordinance. Such site plan shall be prepared and submitted in a manner as prescribed by the City of Carrollton, and shall, at a minimum, address the following issues:
 - i. Provision of ingress and egress to such lot or parcel;
 - ii. Potential impacts upon adjacent properties;
 - iii. On-site traffic circulation patterns, including fire lanes, and the provision of off-street parking and off-street loading areas to serve such structure.
- b. The side yard setback for the exterior wall which is not designated coincident with the lot line shall be established in accordance with the following:
 - i. Where a single building or structure is subdivided whereby individual tenant spaces are created on separately platted lots, the side yard setback for the exterior walls which are not coincident with the lot lines shall be established in accordance with Section J(10) of this Article.

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- ii. Where a single building or structure is located on a separately platted lot, and where the exterior wall which is not designated coincident with the lot line faces the exterior wall of a building located on the abutting lot line of the adjacent lot, the side yard setback for such building shall be the cumulative total of both required side yards for the particular type of building if such building had not been established at the zero lot line. In all other instances, the side yard of the exterior wall which is not coincident with the lot line shall be established in accordance with Section J(10) of this Article.
- c. In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply.
- d. Approval of a zero lot line side yard in accordance with the provisions of this subsection shall not be construed as, nor constitute, a variance, reduction, modification or exemption from any other provision or requirement of this Article, or any applicable building or fire code of the City of Carrollton.

SECTION H. SIDEWALKS.

Sidewalks shall be provided in accordance with the Subdivision Ordinance and shall be constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. UTILITIES:

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (LI) Industrial District shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (LI) Industrial District, provided that such lines shall be located within a designated paved easement or alley way provided by the property owner.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

2. SATELLITE TELEVISION RECEPTION DISHES: (*Ord. No. 3891, 12/11/18*)

Satellite television reception dishes located within the (LI) Industrial District shall not be located in front of the main structure or the front building line and shall not be erected closer than three feet to any rear or side property line.

When the site upon which a ground-mounted satellite television reception dish is located adjacent to any residentially zoned property, the maximum overall height of the dish at any position, shall be as follows:

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- a. Not to exceed 10 feet when located closer than 25 feet to any residentially zoned property;
- b. Not to exceed 25 feet when located between 25 and 65 feet from any residentially zoned property;
- c. Not to exceed 40 feet when located between 65 feet and 100 feet from any residentially zoned property;
- d. Not to exceed 50 feet when located between 100 and 150 feet from any residentially zoned property;
- e. Not to exceed 75 feet when located in excess of 150 feet from any residentially zoned property.

No lettering, logo or any form of advertising or other writing shall appear on the face or back of any dish, except the name of the manufacturer, distributor or seller of such tower or dish, provided that such lettering does not exceed two inches in height.

3. LANDSCAPING:

Landscaping shall be provided on the premises of any property within the (LI) Industrial District in accordance with Article 25 of this ordinance. (*Ord. No. 3943, 01/14/20*)

4. SERVICE STATION PUMP ISLANDS:

Gasoline service station pump islands and unenclosed canopies shall be permitted to extend beyond the front and side building line, provided that such pump islands are not located nearer than 20 feet from the front or side property line, and that the outer edge of the unenclosed canopy shall not be located nearer than 12 feet from the front or side property line.

5. VEHICLE SERVICE BAYS:

All vehicle repair, service, wash or maintenance bays incidental to any use shall be arranged and screened in accordance with Article 25 of this ordinance.

6. ACCESSORY STRUCTURES (*Ord. No. 3144, 06/05/07*)

- a. No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as accessory buildings or structures.
- b. All accessory structures shall be considered as main structures and shall comply with all the building and zoning requirements for main structures in that district with the following exceptions:
 - i. Public schools: Public schools shall be permitted to use modular classrooms on-site as attendance requires.
 - ii. Churches: A maximum of one accessory building with a floor area in excess of 120 square feet shall be permitted per lot or adjoining lots under a single ownership for churches. (All additional accessory buildings shall be considered main structures.)
 - a) This structure shall not be located in front of the main structure, nor within the designated front yard of any lot or parcel.

ART. 18 (LI) INDUSTRIAL DISTRICT

- b) Where an accessory building or structure is located in the side yard of any lot or parcel, as such side yard is determined relative to the main structure, and where such side yard does not overlap or occur coincident with the designated rear yard, such accessory building or structure shall be screened from the view of any adjacent public street.
- c) Accessory structures shall be prohibited in the side yard, as such side yard is determined relative to the main structure, where such accessory structure is located between the main structure and a public street.
- d) Accessory buildings with a floor area greater than 120 square feet, but less than 240 square feet, shall have a metal or exterior grade wood siding unless the building is constructed in accordance with Section J, Height and Area Regulations, of this Article. Exterior construction materials for accessory buildings 240 square feet or greater shall be similar in type and in equivalent ratios of materials used on the exterior façade of the existing main structure on the lot. (*Ord. No. 3891, 12/11/18*)
- e) Accessory buildings with a floor area in excess of 600 square feet or with a building height over 15 feet, with or without a utility meter separate from the main building, shall be permitted only upon approval of a Special Use Permit.

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SECTION J. HEIGHT AND AREA REGULATIONS.

	BUILDINGS UP TO 17 FEET IN HEIGHT	BUILDINGS UP TO 25 FEET IN HEIGHT	BUILDINGS UP TO 37 FEET IN HEIGHT	BUILDINGS UP TO 50 FEET IN HEIGHT	BUILDINGS UP TO 63 FEET IN HEIGHT	BUILDINGS UP TO 75 FEET IN HEIGHT
NOTE: Story designations for structures are included for reference purposes only. Structure setback, area, and coverage regulations shall be based upon the height restrictions established in paragraph (2) of this Section.						
1. Minimum lot area (Square feet)	12,500	12,500	12,500	12,500	12,500	12,500
2. Maximum height of structure	17'	25'	37'	50'	63'	75'
3. Maximum floor area ratio (FAR) (Ratio of total building area to total lot area)	0.65:1	1.3:1	2:1	2.6:1	3.25:1	4:1
4. Maximum building coverage (As a percentage of total lot area) (Percent of lot area which can be covered by buildings) (<i>Ord. No. 1844, 11/03/92</i>)	65%	65%	65%	65%	65%	65%
5. Minimum brick or stone content, exterior (All main buildings shall have a percentage not less than specified herein of each exterior wall, excluding doors, windows, and window walls, constructed of brick, stone, concrete masonry units (except smooth face), or pre-cast concrete panels (except unpainted), unless an alternate material is approved by the Planning & Zoning Commission. A denial of the request may be appealed to the City Council if the appeal is filed with the Planning Department within 10 days of the action of the Planning & Zoning Commission.) (<i>Ord. No. 2105, 10/03/95</i>); (<i>Ord. No. 2572, 11/07/00</i>); (<i>Ord. No. 3891, 12/11/18</i>)	80%	80%	80%	80%	80%	80%
6. Maximum amount of impervious coverage (As a percentage of total lot area)	90%	90%	90%	90%	90%	90%
7. Minimum amount of landscaped area (<i>Ord. No. 3943, 01/14/20</i>)			(See Article 25)			

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	BUILDINGS UP TO 17 FEET IN HEIGHT	BUILDINGS UP TO 25 FEET IN HEIGHT	BUILDINGS UP TO 37 FEET IN HEIGHT	BUILDINGS UP TO 50 FEET IN HEIGHT	BUILDINGS UP TO 63 FEET IN HEIGHT	BUILDINGS UP TO 75 FEET IN HEIGHT
8. Minimum lot frontage on a public street (Measured at the front building line)						
a. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan) (Ord. No. 1557, 07/11/89)	150'	150'	150'	150'	150'	150'
	100'	100'	100'	100'	100'	100'
b. All others						
9. Minimum lot depth (Length of side lot lines)	125'	125'	125'	125'	125'	125'
10. Minimum depth of front setback (Measured from front property line to any structure)						
a. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (identified on the Carrollton Transportation Plan)	50'	50'	50'	50'	50'	50'
	25'	25'	25'	25'	25'	25'
b. All others						
11. Minimum width of side setback (Distance between structure and any property line not deemed a front or rear line)						
a. Abutting (SF) single-family zoned property						
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single- family zoned property	10'	65'	65'	100'	150'	150'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor	25'	130'	130'	200'	250'	250'
b. Abutting a freeway, freeway frontage road, or arterial thoroughfare (As identified on the Carrollton Transportation Plan)	25'	25'	25'	25'	25'	25'
	15'	15'	20'	20'	20'	20'
c. Abutting a collector thoroughfare or any other street (Ord. No. 3331, 10/06/09)						
d. All other side setbacks (Ord. No. 3331, 10/06/09)	15'	15'	15'	15'	15'	15'

(In the event that a fire lane is provided within a designated side yard, the applicable requirements of the Carrollton fire code shall apply)

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	BUILDINGS UP TO 17 FEET IN HEIGHT	BUILDINGS UP TO 25 FEET IN HEIGHT	BUILDINGS UP TO 37 FEET IN HEIGHT	BUILDINGS UP TO 50 FEET IN HEIGHT	BUILDINGS UP TO 63 FEET IN HEIGHT	BUILDINGS UP TO 75 FEET IN HEIGHT
12. Minimum depth of rear setback (Measured from rear property line to any structure)						
a. Abutting (SF) single-family zoned property						
i. Without windows facing (SF) single-family zoned property, or with windows occupying only the top 20% of any exterior wall, per floor above the first floor, facing any (SF) single- family zoned property	25'	65'	65'	100'	150'	150'
ii. With windows facing (SF) single-family zoned property which occupy in excess of the top 20% of any exterior wall, per floor above the first floor.	25'	130'	130'	200'	250'	250'
b. Abutting property zoned other than (SF) single-family	10'	10'	20'	20'	20'	20'
c. Abutting a freeway, freeway frontage road, or arterial or collector thoroughfare (As identified on the Carrollton Transportation Plan)	50'	50'	50'	50'	50'	50'
d. Abutting any other type of street (<i>Ord. No. 3331, 10/06/09</i>)	15'	15'	20'	20'	20'	20'
(In the event that a fire lane is provided in a designated rear yard, the applicable requirements of the Carrollton fire code shall apply)						
13. Minimum distance between structures on the same lot or parcel	0'	0'	15'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'	15', plus ½ the structure height over 37'
14. Minimum required off-street parking spaces			(Reference Article 24 of this ordinance)			

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 19
(PD)
PLANNED DEVELOPMENT DISTRICT

SECTION A. PURPOSE.

1. The (PD) Planned Development District is intended to provide for combining and mixing uses into integral land use units such as industrial parks; industrial, office and commercial centers; residential developments with multiple or mixed housing types; or any appropriate combination of uses which may be planned, developed or operated as integral land use units, whether by a single owner or a combination of owners.
2. After a public hearing has been convened and proper notice to all affected property owners has been made in accordance with Article 32 of this ordinance, and after a recommendation by the Planning and Zoning Commission has been submitted, the City Council may authorize the creation of a (PD) Planned Development District on:
 - a. Residential developments on tracts of five acres or more; or
 - b. Mixed use developments on tracts of five acres or more; or
 - c. Developments on tracts of less than five acres when a determination has been made by the Planning and Zoning Commission that the area to be rezoned can accommodate development without adversely affecting adjacent properties.

Development, as it relates to subsection c., excludes properties developed as part of a single family detached, attached, townhouse, or duplex residential neighborhood (*Ord. No. 4123, 01/10/23*).

SECTION B. GENERAL PROVISIONS.

1. PERMITTED USES:

The uses to be permitted in any specific (PD) Planned Development District shall be enumerated in the ordinance which creates such district. Any proposed amendment to the uses permitted within a specific (PD) Planned Development District shall be submitted and processed in accordance with Section E of this Article.

2. PROCEDURE:

- a. The steps necessary to request creation of a (PD) Planned Development District shall be as follows:
 - i. Preapplication conference between the applicant and the City Manager or his or her designee for presentation and discussion of a preliminary drawing (Reference Section C below);

ART. 19 (PD) PLANNED DEVELOPMENT DISTRICT

- ii. Submission of the formal application form for a change of zoning with all required material.
- b. Every (PD) Planned Development District approved under the provisions of this Article shall be considered an amendment to the Comprehensive Zoning Ordinance and applicable only to the property involved;
- c. In carrying out the development of a (PD) Planned Development District, the development conditions and the development schedule shall be complied with. Such conditions as are specified for the development of a (PD) Planned Development District shall not be construed as conditions precedent to the approval of the zoning amendment but shall be construed as conditions precedent to the granting of a Certificate of Occupancy by the City of Carrollton.

SECTION C. PREAPPLICATION REQUIREMENTS.

1. PREAPPLICATION CONFERENCE:

An applicant for a (PD) Planned Development District shall schedule a preapplication conference with the City Manager or his or her designated representative prior to the formal submission of the application materials.

At the preapplication conference, the applicant shall provide a preliminary drawing that includes, but is not limited to, the following:

- a. Delineation of site boundaries; and
- b. General site layout indicating relationship of proposed land uses, parking, and street layout(s); and
- c. Proposed residential development densities; and
- d. Approximate gross square footage of non-residential uses where applicable; and
- e. Projected building heights; and
- f. General topographic conditions; and
- g. Significant environmental features, including flood plains and water courses; and
- h. Delineation of approximate acreage for each land use specified.

Based on the information provided by the applicant, the City Manager or his or her designee shall provide initial comments concerning the merits of the proposed development and provide any other information necessary to aid the applicant in the preparation of the formal application.

2. APPLICATION SUBMISSION:

Any person, group of persons, or corporation having a proprietary interest in any property may file an application for a (PD) Planned Development District. Such application shall be submitted and processed in accordance with Article 32 of this ordinance.

ART. 19 (PD) PLANNED DEVELOPMENT DISTRICT

3. FORMAL PUBLIC HEARING:

The Planning and Zoning Commission shall hold an advertised public hearing in accordance with the procedures set forth in Article 32 of this ordinance.

The Planning and Zoning Commission shall make its recommendation to the City Council in accordance with the standard procedures for a change of zoning in the City of Carrollton. The Planning and Zoning Commission may recommend, and the City Council may approve the request for a (PD) Planned Development District as submitted or make any modifications thereto as may be appropriate.

In approving the ordinance establishing the (PD) Planned Development District, the City Council shall, after recommendation of the Planning and Zoning Commission, specify such height, floor area, density, site coverage, setback, landscaping, off-street parking and all other standards as are appropriate for the development which are considered necessary to protect the health, safety, and general welfare, and to create a reasonable transition to, and protection from, property adjacent to the (PD) Planned Development District.

SECTION D. DEVELOPMENT SCHEDULE.

1. If the applicant desires, or the Planning and Zoning Commission or City Council requires, a development schedule shall be submitted indicating the approximate date on which construction is expected to begin and the rate of anticipated development to completion. The development schedule shall, if adopted and approved by the City Council, become part of the ordinance creating such (PD) Planned Development District, and shall be adhered to by the owner, developer, and successors in the interest;
2. The Planning and Zoning Commission or the City Council may, if in their opinion the owner or owners of the property are failing or have failed to meet the approved schedule, initiate proceedings to amend the ordinance of the (PD) Planned Development District, or remove all or part of the (PD) Planned Development District from the Official Zoning Map and place the area involved in another appropriate zoning district. Such action shall occur in accordance with Article 32 of this ordinance. Upon the recommendation of the Planning and Zoning Commission, and for good cause shown by the owner or developer, the City Council may extend the development schedule or adopt such new development schedule as may be indicated by the facts and conditions of the case.

SECTION E. AMENDMENT TO (PD) PLANNED DEVELOPMENT DISTRICT.

Any major amendment, supplement, deletion or modification to the (PD) Planned Development District may be granted upon application by any person, group of persons or corporation having a proprietary interest therein. Any application for such amendment, supplement, deletion or modification shall contain the information specified in this Article and shall be processed in accordance with the procedures set forth in Section C of this Article and Article 32 of this ordinance. The City Manager or Designee may authorize minor modifications that:

ART. 19 (PD) PLANNED DEVELOPMENT DISTRICT

- a. Do not alter the basic relationship of the proposed development to adjacent property; and
- b. Do not alter the uses permitted; and
- c. Do not increase the maximum density, floor area, height, or site coverage; and
- d. Do not decrease the amount of off-street parking; and
- e. Do not reduce the minimum yards or setbacks.

An applicant may appeal the decision of the City Manager or Designee to the Planning and Zoning Commission for review and decision as to whether a formal amendment to the (PD) Planned Development District shall be required.

SECTION F. COORDINATION WITH SUBDIVISION ORDINANCE.

1. It is the intent of this section that subdivision review under the subdivision regulations of the City of Carrollton be carried out simultaneously with the review of a (PD) Planned Development District under the provisions of this ordinance.
2. Both this ordinance and Appendix A of the Carrollton Code of Ordinances, otherwise known as the Subdivision Ordinance, contain regulations which apply to such matters in the design of a (PD) Planned Development District such as streets, utilities, and open spaces. In any (PD) Planned Development District for which the provisions of the two ordinances are in conflict, the City Manager or Designee shall submit a recommendation to the Planning and Zoning Commission, which shall determine which standard shall prevail.

SECTION G. ELIMINATION OF SITE PLAN REVIEW FOR NON-RESIDENTIAL USES.

Effective February 17, 1998, the approval of a site plan by either the Planning and Zoning Commission or the City Council, prior to the issuance of a building permit, shall not be required in Planned Development Districts, approved prior to February 17, 1998, for non-residential uses. (*Ord. No. 2314, 02/17/98*)

**ARTICLE 20
TRANSIT CENTER DISTRICTS**

Part 1 – (DTC) Downtown Transit Center	Page 20-2
Part 2 – (TMTC) Trinity Mills Transit Center	Page 20-23
Part 3 – (FTC) Frankford Transit Center	Page 20-41

ARTICLE 20 TRANSIT CENTER DISTRICTS

PART 1 - (DTC) DOWNTOWN TRANSIT CENTER DISTRICT

(Article established by Ord. No. 2965, 04/19/05; replaced the (ODC) Old Downtown Commercial District); (Ord. No. 3808, 05/02/17); (Ord. No. 4148, 06/06/23)

SECTION A. PURPOSE, GOALS AND INTENT.

1. The purpose of the Transit Center District is to implement the adopted recommendations of the Comprehensive Plan by encouraging new development and redevelopment near the DART Light Rail Stations.
2. The goals of this code are:
 - a. To capitalize on the convergence of regional transit, freeways and arterial roadways to create major urban and village centers in the Dallas / Fort Worth region that offer a variety of housing, retail and office uses not commonly present in other areas of the Metroplex.
 - b. To provide development and land use flexibility within the framework of a form-based development code.
 - c. To provide a mix of residential, retail and office uses in a pedestrian-friendly district.
3. The intent of this Code is:
 - a. To provide a safe, comfortable and attractive environment for pedestrians which include such things as buildings framing public space, street trees, lighting and awnings that will attract pedestrians.
 - b. To construct buildings close to the sidewalk and street.
 - c. To construct continuous building frontage along block faces except where it is desirable to provide for pedestrian and auto pass-throughs to parking at mid-block.
 - d. To provide shared parking both on-street and in the center of blocks that will benefit the entire district.
 - e. To contribute to the definition and use of public parks and plazas.
 - f. To design streets and buildings which will contribute to creating a safe environment.
 - g. To maintain or build on the character reflected in Downtown Carrollton.
 - h. To design standards, promote economic development, sustainability and preservation of historic properties.
 - i. To provide an opportunity for infill development.

SECTION B. DEFINITIONS.

For the purpose of this Article the definitions for the Transit Center Zoning District are as follows:

1. BUILDING FAÇADE, PRIMARY. Any façade that faces a public street or open space.
2. BUILD-TO LINE. A line parallel to and offset from the property line abutting a street or alley right- of-way, upon which the preponderance of the façade of a building shall be placed. (*Ord. 3321, 09/01/09*)
3. CITY GENERAL DESIGN STANDARDS. The approved City standards which govern such items as street, streetscape, drainage, and other public improvements.
4. ENTRY, PRIMARY. The main entry to a building on a block face. There must be at least one main building entry for each ground floor use, tenant or lobby on each block face which contains the use or tenant. Any additional building entries may be considered a Secondary Entry.
5. FLEX/COMMERCIAL READY. Ground Floor residential uses that may be utilized as future non-residential uses, as regulated in Article 5 Use of Land and Structures. On-street parking spaces will be utilized to meet this parking requirement. These units are typically located at street level and are subject to the development standards for ground-floor retail or commercial establishments. (*Ord. No. 3943, 01/14/20*)
6. HISTORIC SQUARE. A Sub-District which addresses Carrollton's historic Downtown center.
7. LANDMARK BUILDINGS. Buildings which are located on axis with a terminating street or at the intersection of streets. Such buildings shall incorporate architectural features which address height and articulation that emphasize the importance of such a location.
8. PARKING. Long Term. Customer or tenant parking which is intended for the primary use of vehicles parked for duration of four hours or more and neither priced nor managed to encourage turnover.
9. PARKING, RESERVED. Parking which is assigned or reserved for tenants or visitors of a building or business.
10. PARKING, SHARED. Parking which is shared by tenants, visitors and the general public. Fees and hours of availability may be further defined in cooperation with parking management district policies.
11. PARKING, SHORT TERM. Customer or tenant parking which is intended to serve commercial businesses or residential uses that has a regular turnover.



**LANDMARK BUILDING
EXAMPLE AT HIGHLAND
PARK VILLAGE**

ART. 20 (TC) TRANSIT CENTER DISTRICT

12. **STORY.** That portion of a building, other than a basement, included between the surface of any floor and the surface of the floor next above it, or if there is no floor above it,
13. **STREETSCAPE.** The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, street lighting, trees and open spaces, etc., that combine to form the street's character.
14. **URBAN CORE.** The most intense mixed-use sub-district established by this Code.
15. **URBAN GENERAL.** The second most intense mixed-use sub-district established by this Code.
16. **URBAN FRINGE.** A moderately intense primarily residential sub-district which provides a transition between the more intense mixed use sub-districts and adjacent low-density neighborhoods.
17. **ZONING AND REGULATING MAP.** The graphic plan established in an ordinance which applies the Transit Center District to a particular area around a transit station, and which governs the assignment of districts, as defined herein, and the street-type which shall be used, among other items.

SECTION C. GENERAL DISTRICT STANDARDS.

1. ZONING & REGULATING MAP:

Zoning & Regulating Maps Section J provide development standards applicable to the (D T C) Downtown Transit Center Districts. The transit center district regulations will establish:

- a. Major street types within the district
- b. Sub-district areas
- c. Form-based and development standards
- d. Required at-grade retail construction
- e. Public open space and plazas and
- f. Regional hike and bike corridors.

2. SUB-DISTRICTS CREATED:

Four sub-districts are hereby created and available for use within the Transit Center District:

- a. **Urban Core.** This is the most intense district, and includes a mix of residential, retail, office and entertainment uses. It is intended for use where there is a very high degree of accessibility and availability of infrastructure. It is intended to be separated from low density suburban residential districts by the Urban General and Urban Fringe sub- districts or other more traditionally transitional zoning districts.
- b. **Urban General.** This is a high intensity mixed use district. It is intended for use where there is a high level of access and infrastructure. It is not intended to be located adjacent to low density residential districts.

ART. 20 (TC) TRANSIT CENTER DISTRICT

- c. Urban Fringe. This is an urban transition district which is residential in character, with townhouse-style front door entries to all at-grade units which face a public street or open space.
- d. Historic Square. This mixed-use district is intended to be utilized where there is an historic character which is to be preserved or enhanced.

3. FUNCTION, LAND USE AND BUILDING TYPE:

Retail, personal service, residential and office uses shall be allowed throughout the District, except that where “Required Retail Construction” is designated on the Zoning and Regulating Map. The ground floor adjacent to the street shall be constructed to retail building standards for a depth of at least 30 feet.

For a specific list of permitted uses, see Article 5 Use of Land and Structures.

The following uses shall be specifically prohibited in any (TC) Transit Center District: (Ord. No. 3891, 12/11/18)

- a. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article XXVIII. of this ordinance;
- b. Storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (Ord. No. 3891, 12/11/18)

4. STREETSCAPE AND LANDSCAPE:

- a. Streetscape standards are established in the City’s *General Design Standards* for both residential and non-residential ground-level frontages.
- b. Non-Residential ground floor frontages shall not be required to provide additional landscaping beyond that required in the *City General Design Standards*.
- c. Additionally, residential ground floor frontages shall be required to landscape a minimum of six feet between the edge of sidewalk and the primary building façade, excluding access sidewalks, stairs, stoops, porches and patios. This area may be landscaped with ground cover, low shrubs, ornamental trees and street trees. In addition, street tree wells may also be landscaped. Landscaping for this area is limited to ground cover and low shrubs.

5. SUB-DISTRICT STANDARDS:

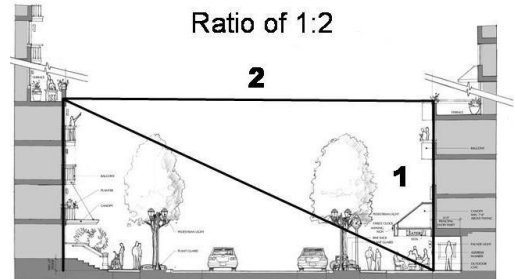
SUB-DISTRICT STANDARDS (<i>Ord. 3321, 09/01/09</i>); (<i>Ord. No. 3891, 12/11/18</i>)				
STANDARD	URBAN CORE	URBAN GENERAL ^{1, 2}	URBAN FRINGE ^{1, 2}	HISTORIC SQUARE ²
Building Height	Min: 4 stories Max: Unlimited	Min: 2 stories Max: 6 stories	Min: 2 stories Max: 4 stories	Min: 1 story Max: 3 stories
Build-to Lines	3 feet from the ROW (6 feet from the ROW if abutting IH-35E north of Belt Line Road and/or Trinity Mills Road)	6 feet from the ROW (12 feet from the ROW if abutting IH-35E north of Belt Line Road and/or Trinity Mills Road)	6 feet from the ROW (12 feet from the ROW if abutting IH-35E north of Belt Line Road and/or Trinity Mills Road)	0 feet from the ROW
Side and Rear Setback Lines (not abutting any ROW)	In accordance with the applicable requirements of the building codes of the City of Carrollton	In accordance with the applicable requirements of the building codes of the City of Carrollton	In accordance with the applicable requirements of the building codes of the City of Carrollton	In accordance with the applicable requirements of the building codes of the City of Carrollton
Notes 1:	Maximum height of 2 stories when the building is within 100 feet of single-family zoned property.			
Notes 2:	1 story is greater than or equal to 16 feet; 2 stories is greater than or equal to 28 feet; 3 stories is greater than or equal to 40 feet; 4 stories is greater than or equal to 52 feet; and 6 stories is greater than or equal to 76 feet.			

SECTION D. BUILDINGS.

1. INTENT:

It is the intent of this code to create an attractive and active urban style district and the size, disposition, function and design of buildings play an important role in achieving that goal.

- a. Buildings should form a strong continuous “street wall” to define the public street “room” by creating a ratio of between 1:2.0 and 1:3.0 between the building height and the distance between buildings in the Urban Core and Urban General.
- b. Buildings should reflect the history of the City and region in their style and materials.
- c. Buildings should directly contribute to the attractiveness, safety and function of the street and public areas.
- d. Buildings should be designed to accommodate a range of uses over time without the need to be destroyed and rebuilt.
- e. Buildings that accommodate retail at grade should emphasize the retail over the building’s architecture.
- f. Buildings should be constructed in a manner and with materials that are highly durable, especially adjacent to public and pedestrian areas and streets.
- g. It is intended by this code to encourage a variety of building and design solutions in response to the standards and regulations outlined herein.



RETAIL SHOULD BE EMPHASIZED WHERE IT IS PRESENT

2. BLOCK FACE:

It is intended that building walls should be continuous along block faces to create a strong edge to the street and contribute to creating an attractive and active pedestrian environment. Contributing to that goal however, is to allow some limited variation and opportunities for such things as outside dining, pocket parks and special building entry features.

- a. Block faces shall contain continuous building frontage with the exception of a mid- block access to parking which is no greater than 24 feet in width for vehicular access (additional width dedicated to pedestrian access is permitted) and 16 feet in height. *(Ord. 3321, 09/01/09)*

“Continuous building frontage” will be considered to be met if 80 percent or more of the building façade is located at the build-to line. *(Ord. 3321, 09/01/09)*

- b. Facades shall be built parallel to the street frontage, except at street intersections, where a façade containing a primary building entrance may be curved or angled toward the intersection.

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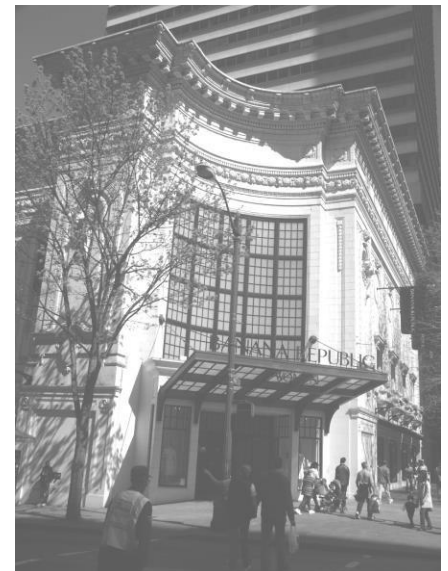
3. BUILDING FORM:

- a. The maximum leasable retail area allowed shall be 30,000 square feet. Buildings which exceed these standards shall require approval of a Special Use Permit. (*Ord. No. 3943, 01/14/20*)
- b. All buildings shall be designed and constructed in tri-partite architecture so that they have a distinct base, middle and top; and all windows shall have a vertical proportion.



TRI-PARTITE ARCHITECTURE: BUILDINGS WITH A “BASE”, “MIDDLE” AND “TOP”

- c. A building which is located on axis with a terminating street or at the intersection of streets shall be considered a *Landmark Building*. The building shall be designed with landmark features which take advantage of that location, such as an accentuated entry and a unique building articulation which is off set from the front wall planes and goes above the main building eave or parapet line.
- d. Drive-through windows are prohibited. (*Ord. 3321, 09/01/09*)
- e. Buildings fronting Commercial Character Streets as shown in Section I of this Article shall have their first floor designed to accommodate retail uses. Said design shall include placing entry doors at grade (with no elevated stoop), having clear glass windows comprising no less than 60 percent of the ground floor façade and having interior ceiling “clear” heights no less than 14 feet. (*Ord. 3321, 09/01/09*)



LANDMARK FEATURE ON THIS BUILDING CORNER.
SEATTLE

4. ARCHITECTURAL FEATURES:

- a. Buildings which are greater than four stories in height must be set back at the 5th floor and above at least 12 feet behind the building face of the first four floors along street frontages.
- b. Windows, except for retail at grade, shall be vertical in proportion and have at least a four-inch reveal.
- c. No glass curtain wall shall be permitted except by approval of a minor modification.
- d. Each building and separate lease space at grade along the street edge shall have a functioning *Primary Entry* from the sidewalk. Entries must be inset from the front building plane by at least five feet. Secondary Entries may be set back as little as three feet. All inset entries, not including utility doors, must flare out between 45 and 60 degrees from perpendicular to the door plane. Functioning entries must be located no greater than 70 feet apart.
 - i. In the Historic Square, a three-foot inset for Primary Entries and zero feet for Secondary Entries shall be permitted.
 - ii. On small sites, the recess for a Primary Entry may be reduced to zero feet if allowed by minor modification approval.
 - iii. Corner entries may count as a Primary Entry for both intersecting street frontages.
 - iv. Architectural elements to the primary building façade may encroach into the area between the right-of-way line and the build-to line. These elements may include stoops, porches, bay windows, eaves, awnings (provided they are a minimum of 7.5 feet above grade), planters and light wells for a below-grade floor. Balconies, canopies and awnings are not limited in their encroachment, provided that they do not substantially interfere with pedestrian movement and street tree growth. (Ord. 3321, 09/01/09)
- e. Reference Article 28 Performance Standards, for roof-mounted equipment screening. (Ord. No. 3891, 12/11/18)

5. EXTERNAL FAÇADE MATERIALS:

The following shall apply to all exterior walls of buildings and parking structures which are clearly visible from a public street, walkway or open space:

- a. The ground floor exterior walls, excluding windows, doors, and other openings, shall be constructed of 100 percent masonry including but not limited to brick, stone or cultured stone, burnished block on the exterior facade.
- b. Overall, a minimum of 75 percent of said exterior walls, excluding windows, doors, and other openings, shall be constructed of brick, stone or cultured stone, or burnished block.
- c. The remainder may be constructed of noncombustible materials including exterior stucco and Class PB Exterior Insulating and Finishing Systems (EIFS). Stucco and EIFS shall be used only for walls, architectural features, and embellishments not subject to pedestrian contact. In the Urban Fringe Sub-District, cementitious fiberboard may be used for up to 10 percent of the façade provided it is above the ground floor. (Ord. 3321, 09/01/09)

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- d. Windows and glazing shall be limited to a minimum of 30 percent and maximum of (70 percent) of each building elevation. (See subsection 9.b below for special requirements for retail at grade.)
- e. A variation of up to 15 percent of the minimum and maximum percentages and a variation of the material type may be approved with a Minor Modification, provided that the change will result in an improved architectural design without degrading the quality of public areas or increase the level of maintenance.
- f. Unpainted metal, galvanized metal, or metal subject to ordinary rusting shall not be used as a building material. Factory finished metal elements as well as metals that develop an attractive oxidized finish, such as copper or weathering steel, may be used as architectural accents upon approval of a Minor Modification.

6. COLOR:

- a. The dominant color of all buildings (including above grade parking structures) shall be colors which coordinate with and complement existing commercial architecture in the immediate area, such as shades of warm gray, red, beige and/or brown, or as otherwise approved by the City Manager or designee. (*Ord. 3321, 09/01/09*)

There are no restrictions on accent colors which comprise less than 0.5 percent of the building face, except that fluorescent colors are prohibited.

- b. Roof colors shall be a shade of cool gray, warm gray, brown or red.

7. RESIDENTIAL AT GRADE:

- a. All buildings which are constructed for residential units at grade shall include a primary front door entrance into the unit which may be accessed from the sidewalk.
- b. The entry shall be located a minimum of two feet above the sidewalk elevation.
- c. Units must also include windows which provide residents a view of the street and sidewalk area.

8. NON-RESIDENTIAL AT GRADE:

- a. The ground floor entry must be located at the approximate elevation of the adjacent sidewalk.
- b. Retail uses adjacent to the sidewalk at grade shall:
(*Ord. No. 3891, 12/11/18*)
 - i. Be constructed to meet fire code separation from any other uses constructed above and shall have a minimum clear height of fourteen (14) feet between finished floor and the bottom of the structure above. Mezzanines within the retail space shall be allowed per building code;
 - ii. Have a canopy which extends at least 6 feet over the sidewalk for at least 75 percent of the

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- frontage;
- iii. Have clear glass windows for at least 60 percent, but no greater than 80 percent, of the ground floor façade; and
- iv. These standards shall not apply to the IH-35E frontage road between Roberts Street and Hutton Branch.

9. REMODEL OR REUSE OF EXISTING BUILDINGS:

- a. All rehabilitations of existing buildings and structures shall be reviewed by the City Manager or designee and by the Transit Oriented Development (TOD) Subcommittee.
- b. Building exteriors shall be consistent with the character of downtown utilizing traditional downtown architectural elements.
- c. Rehabilitation or remodel of exterior facades shall preserve the original design, except in instances where the building is not designated historical and as determined by the City Manager or designee. Historical photographs, plans, and designs related to the structure shall be utilized to ensure preservation of the edifice or provide historical character to the remodel.

SECTION E. PARKING.

1. AUTOMOBILE PARKING:

a. Goals

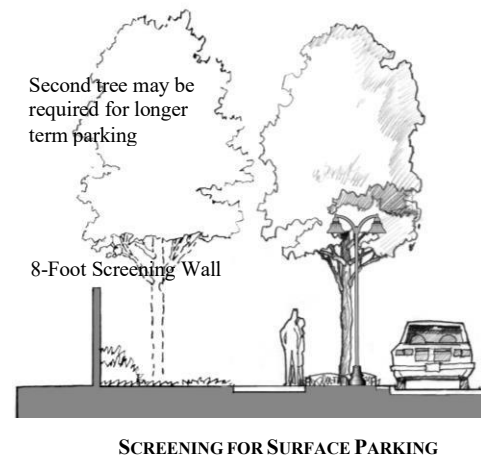
The following are goals of the City's parking policies and this Code:

- i. Support the creation of Shared Parking in order to enable visitors to park once at a convenient location and to access a variety of commercial enterprises in a pedestrian-friendly environment.
- ii. Manage parking so that it is convenient and efficient, and supports an active and vibrant retail environment, including the use of parking meters.
- iii. Ensure visibility and ease of accessibility of parking.
- iv. Maximize on-street parking.
- v. Provide flexibility for changes in land uses which have different parking requirements within the District.
- vi. Provide flexibility for the redevelopment of small sites and preservation of historic buildings.
- vii. Avoid diffused, inefficient single-purpose reserved parking.
- viii. Avoid adverse parking impacts on residential neighborhoods.
- ix. Design parking structures so that they do not dominate the public environment by providing for conversion of the ground floor to commercial use and for lining the edge of structures with residential or commercial uses.

b. Parking Provisions and Requirements

i. General Provisions

- a) All off-street parking shall be located behind buildings which face on a street or public open space and be accessed by alley or short driveway between buildings.
- b) Pedestrian access shall be provided between structured parking and the public street.



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- c) With the exception of the Urban Fringe sub-district, surface parking lots shall be considered a temporary use and allowed only upon approval of a Special Use Permit with a maximum five- year initial term, with periodic reviews as established by the Special Use Permit for continued appropriateness thereafter. Appropriate screening from public areas, which may include a screening wall and additional landscaping, may be required. *(Ord. 3321, 09/01/09)*
- d) Any limits on the use of shared parking, such as time limits or hours of use, shall be approved by the City Manager or designee upon a finding that
 - i. At least 12 hours of public parking are provided in any 24-hour period, and
 - ii. At least eight of those hours are provided during either business or nighttime hours depending on the City Manager or designee's determination that the primary public or visitor use will be for office, retail or residential.
- e) Any other parking standards shall be in conformance with Article 24., Off Street & Loading, of the Comprehensive Zoning Ordinance.

2. AUTOMOBILE PARKING REQUIREMENTS:

- a. Base Parking Requirements *(Ord. 3321, 09/01/09)*

<u>Land Use</u>	<u>Minimum Spaces Required</u>
Residential	1.25 spaces per dwelling unit
Restaurants	1 space per 250 sq. ft. of floor area
Outdoor Dining Areas <i>(Ord. No. 3943, 01/14/20)</i>	1 space per 400 sq. ft. of outdoor dining area greater than 250 square feet
Retail	1 space per 350 sq. ft. of floor area
Live Work Space	1 space per 1,000 sq. ft. of floor area
Office	1 space per 500 sq. ft. of floor area

- b. Further Parking Reductions
 - i. Properties in the Historic Square shall receive an additional credit for the number of parking spaces which would normally be required for retail use on the ground floor of any existing or new structure. To achieve this credit however, retail or restaurant use must be located on the ground floor.
 - ii. In all other Districts, on-street parking which is available along the frontage lines of a development site may be counted toward the parking requirement for the development.
- c. A maximum of one space for each 1,000 s.f. of non-residential and 1 space for each residential

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unit may be made available for Reserved Parking.

- d. Notwithstanding any other requirement of the Comprehensive Zoning Ordinance, on-site visitor parking shall not be required for residential uses in the Urban Fringe sub-district. (*Ord. 3321, 09/01/09*)

3. ACHIEVING AUTOMOBILE PARKING:

- a. The final parking requirement is a product of using the Base Requirement in the above subsection 2.a. and utilizing the applicable reductions available in the above subsections 2.b. through 2.d.
- b. Parking requirements may be met on-site, curb-side, by lease from the City or its designated authority or by payment of cash in lieu of parking to the City or its designated authority.
- c. Due to the limited land area within the Historic Square sub-district and the need to provide off-site parking, development shall be eligible to receive a reduction in the cost for the payment to the city for the required cash fee or the lease payments. The amount and the terms of the reduction shall be determined by the City Manager or designee by individual agreements.
- d. The City Manager or designee shall annually establish the following:
 - i. The leasing rates for city-provided parking spaces as a result of the need to provide such spaces for new development; and
 - ii. The cost of construction of a parking space in a parking structure for the purpose of establishing cash-in-lieu payments.
- e. Shared parking shall be clearly designated with signs and markings.
- f. Parking garages which are immediately adjacent to IH-35E and there is no intervening building, shall be treated in an architectural manner which reflects the District and shall be approved by the City Manager or designee.

4. BICYCLE PARKING:

- a. Goals
 - i. Bicycle parking is required in some use categories to encourage the use of bicycles by providing safe and convenient places to park bicycles. The required number of spaces is lower for uses that do not tend to attract bicycle riders and higher for those uses that do.
- b. Required Bicycle Parking
 - i. Bicycle parking shall be provided based on at least one space for each 10 automobile parking spaces required as part of the Base Parking requirement in *B.2.a.* above.
- c. Bicycle Parking Standards
 - i. Location
 - a) Required bicycle parking must be located within 50 feet of an entrance to the building. With permission of the City Manager or designee, bicycle parking may be located in the

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public right-of-way.

- b) Bicycle parking may be provided within a building, but the location must be easily accessible to bicycles.

ii. Covered Spaces

- a) If covered spaces for motor vehicles are provided on-site, then 50 percent of the bicycle parking shall also be covered, unless otherwise approved by the City Manager or designee.

iii. Signs

- a) If the bicycle parking is not visible from the street, then a sign must be posted indicating the location of the bicycle parking facilities.

iv. Rack types and required areas

- a) Bicycle racks and the area required for parking and maneuvering must meet the *City General Design Standards* or be approved by the City Manager or designee (see below). Bicycle lockers may also be allowed as part of meeting the Bicycle parking requirement but must be approved as to type and location.

d. Standards for Bicycle Rack Types and Dimensions

i. Rack Type

- a) Bicycle racks types and standards are established by the City Manager or designee.
- b) Bicycle racks must hold bicycles securely and support the frame so that so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels or components.
- c) Bicycle racks must accommodate locking the frame and the front wheel to the rack with a standard high-security U-shaped shackle lock, if the bicyclist does not remove either wheel from the bicycle.
- d) Bicycle racks must be securely anchored.

ii. Parking Space Dimensions

- a) Bicycle parking spaces must be at least six feet long and two feet wide, and in covered situations, the overhead clearance must be at least seven feet.
- b) An aisle for bicycle maneuvering must be provided and maintained beside or between each row of bicycle parking. This aisle must be at least five feet wide.
- c) Each required bicycle parking space must be accessible without moving another bicycle.
- d) Areas set aside for bicycle parking must be clearly marked and reserved for bicycle parking only.

SECTION F. STREETScape, LIGHTING, MECHANICAL AND FENCES.

1. INTENT:

- a. It is the intent of this Code and the approved City's *General Design Standards* to provide minimum standards and consistency for improvements located in public areas and within the city's rights-of-way.
- b. Lighting shall support pedestrian activity and promote safety.
- c. The entire District shall utilize the basic fixtures and furnishings in the public areas as approved in the City's *General Design Standards*.
- d. Mechanical and utility-related equipment and fixtures shall be located and screened to lessen the negative impact on the streetscape and public areas.

2. STANDARDS:

- a. For Streetscape and Lighting specifications, see the City-approved *City General Design Standards* for the appropriate Transit Center Sub-District.
- b. Lighting elements shall be incandescent, metal Halide, halogen, or LED only. No HID or fluorescent lights (except fluorescent bulbs that screw into standard socket fixtures) may be used on the exterior of buildings.
- c. All lighting shall be focused downward or narrowly focused on its intended target such as signing. No lighting source from a commercial activity shall be visible by a residential unit.
- d. Mechanical and electrical equipment, transformers, meters, and garbage containers shall be located and screened so that they are not visible from the street or other public area.
- e. On-street bicycle parking shall be located within the band created by street trees and pedestrian streetlights, however, they must be placed in a manner that avoids conflicts with pedestrian and vehicular paths.

3. FENCES: (*Ord. No. 3132, 04/03/07*)

a. Design Standards

Fences shall be decorative in appearance and shall be of design and materials complementing the appearance of the building. "Chain link" or "hurricane" fences shall not be permitted for commercial uses (either new or existing) or for new residential uses, except as approved by the City Manager or designee.

SECTION G. SIGNS.

1. INTENT:

Signage is intended to respond to slow moving traffic and pedestrians. It is therefore, generally smaller in size than other areas of the City and located in prescribed locations on a building so that it is easily found and interpreted.

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2. STANDARDS:

Signs located within this district shall be in conformance with the applicable provisions of the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)

SECTION H. ADMINISTRATION.

1. INTENT:

The intent of this article is to process land development in the (DTC) Downtown Transit Center District in an expedited manner. However, if there are modifications requested, additional approvals shall be required.

2. DEVELOPMENT PLAN APPROVAL:

(*Ord. No. 3943, 01/14/20*)

- a. Prior to obtaining a building permit, a development plan must be approved by the City Manager or designee, to certify that it meets the purpose, intent and standards contained in this Code.
- b. A development plan shall be approved by City Council if a plan is not consistent with an approved Master Development Agreement.
- c. Development Plans must include the following information:
 - i. Site plan
 - ii. Parking plan
 - iii. Grading plan
 - iv. Landscape Plan Streetscape and Street Lighting Plan (*Ord. No.3943, 01/14/20*)
 - v. Color building elevations and sections
 - vi. Building function/proposed use
 - vii. Specific development standards or other agreements (*Ord. No.3943, 01/14/20*)
 - viii. Any minor or major alternate modifications to standards being requested
 - ix. Related parking or traffic study, when required by the City Manager or designee

ART. 20 (TC) TRANSIT CENTER DISTRICT

3. MODIFICATIONS TO STANDARDS:

(Ord. No. 3943, 01/14/20)

- a. The City Manager or Designee, shall have the authority to approve minor modifications to the requirements of this article. However, all minor modifications must meet the full intent of this code, as stated herein. The City Manager or Designee may determine that such modifications require action by the TOD Subcommittee.
- b. As defined, a minor modification does not:
 - i. Change the circulation and building location;
 - ii. Change the spatial relationship between the building and any street or driveway;
 - iii. Allow a use not otherwise authorized;
 - iv. Allow differing height or setbacks of any building;
 - v. Alter any parking requirement established in this Code or with an acceptable alternative parking study; or
 - vi. Vary the required building façade material content by more than 15 percent.
- c. Minor modifications may be allowed due to existing conditions caused by topography or floodplain if setbacks requirements do not vary by more than 50 percent.
- d. Any other proposed development plan providing major modifications differing from regulations will require action by the Transit Oriented Development (TOD) Subcommittee. Major modifications shall be approved by the Planning and Zoning Commission and City Council.
- e. Sign modifications shall be in accordance with the Sign Ordinance. *(Ord. No. 3891, 12/11/18)*
- f. The City may impose conditions on granting any modifications to standards in order to minimize any potential negative impact on the district, neighboring properties or public streets or open space. This may include screening, a time limit or other requirement.

4. RECONSTRUCTION:

If repair of a nonconforming structure is authorized by the Board of Adjustment pursuant to Article 33 of the CZO, the repair shall substantially conform with the block face, scale, height, character and other features consistent with the building as it existed prior to the damage.

5. APPEALS:

Denial of a Development Plan by the City Manager or designee may be appealed to the Planning and Zoning Commission if the appeal is filed with the Development Services Department within 10 days of the denial. Denial of a Development Plan by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Development Services within 10 days of the action of the Planning & Zoning Commission.

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (DTC) Downtown Transit Center District shall be conducted completely within an enclosed building, and in no instance shall any outside activity or storage be permitted in these districts, except for off-street parking and loading in the (DTC) Downtown Transit Center District, TOD benches or seating, TOD trash cans, TOD bike racks, public outdoor dining in conjunction with a restaurant; or the temporary outside display and sales of Christmas trees.

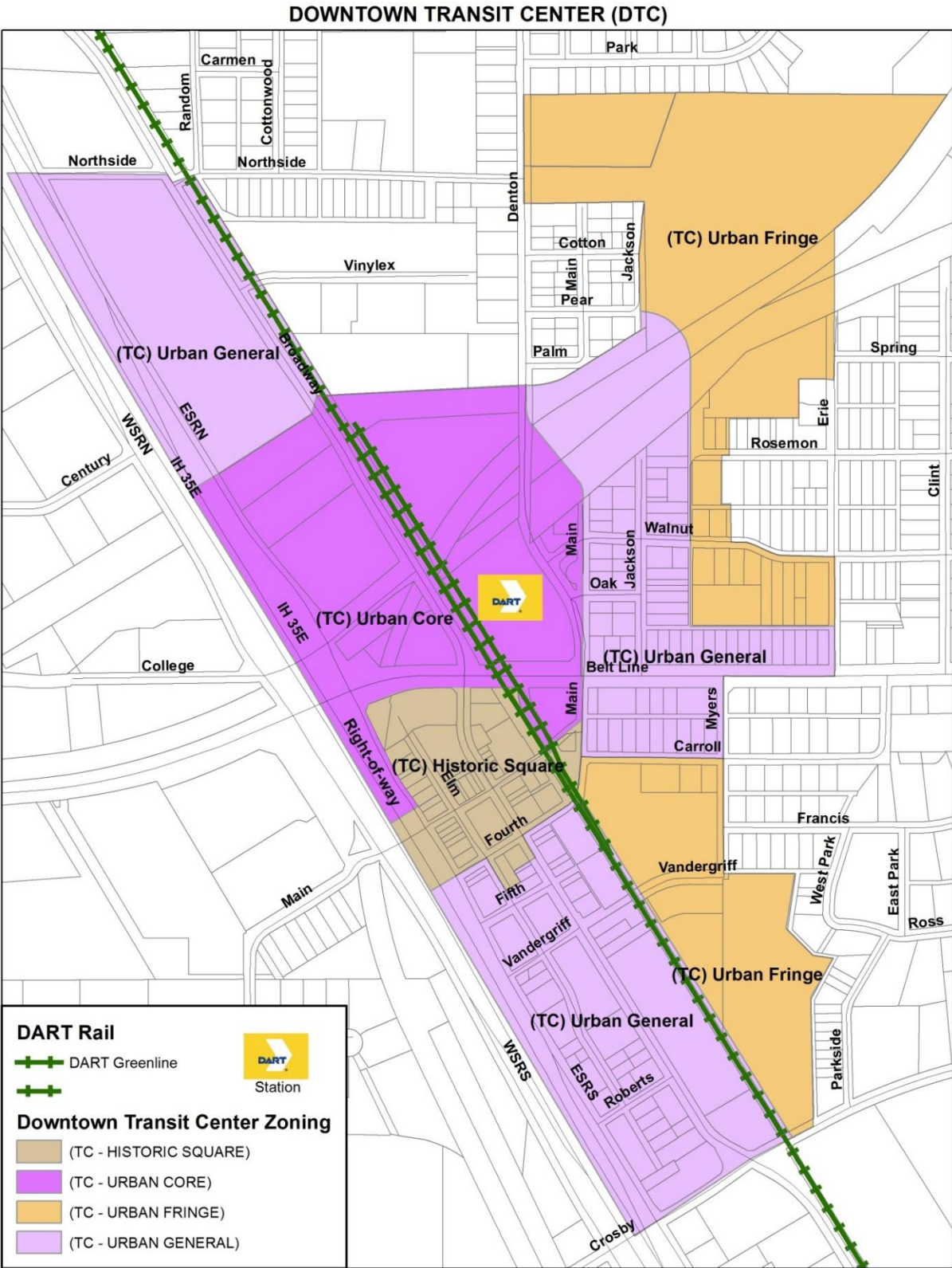
2. UTILITIES:

(Ord. No. 3943, 01/14/20)

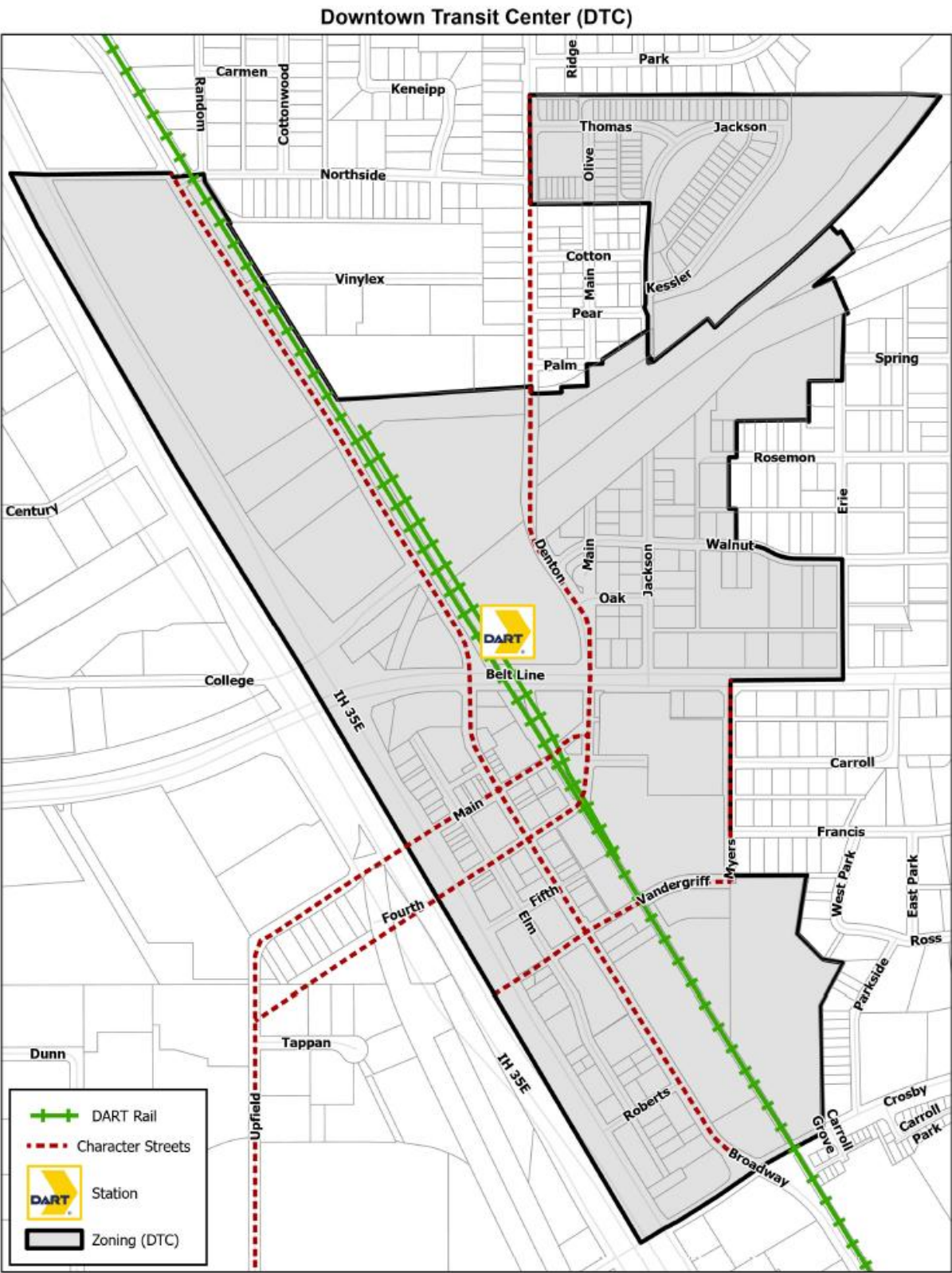
All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (DTC) Downtown Transit Center District shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (DTC) Downtown Transit Center District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Any above ground cabinets, pedestals or above ground transmission lines visible from streets shall be screened by landscaping, decorative walls, or with an art theme in character with the Downtown Carrollton Station. Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

SECTION J. ZONING AND REGULATING MAPS



SECTION J. ZONING AND REGULATING MAPS



**ARTICLE 20
TRANSIT CENTER DISTRICTS**

PART 2 - (TMTC) TRINITY MILLS TRANSIT CENTER DISTRICT

SECTION A. PURPOSE, GOALS AND INTENT.

1. The purpose of the Transit Center District is to implement the adopted recommendations of the Comprehensive Plan by encouraging new development and redevelopment near the DART Light Rail Stations.
2. The goals of this code are:
 - a. To capitalize on the convergence of regional transit, freeways and arterial roadways to create major urban and village centers in the Dallas / Fort Worth region.
 - b. To provide development and land use flexibility within the framework of a form-based development code.
 - c. Establish a major regional employment center in close proximity to the Trinity Mills DART Station.
3. The intent of this Code is:
 - a. Create an urban village with primarily high-rise office buildings/regional employment facilities, large full-service hotels, restaurants, entertainment, retail, and multi-family housing.
 - b. To provide a comfortable and attractive environment for pedestrians which include such things as buildings framing public space, street trees, lighting and awnings that will attract pedestrians connecting employment centers, commercial, and residential with the Trinity Mills DART Station.
 - c. To construct buildings close to the sidewalk and street or driving aisles.
 - d. To construct continuous building frontage along block faces except where it is desirable to provide for pedestrian and auto pass-throughs to parking at mid-block.
 - e. To provide shared parking both on-street and in the center of blocks that will benefit the entire district.
 - f. To contribute to the definition and use of public parks and plazas.
 - g. To design streets, driving aisles, streetscapes, and buildings which will contribute to creating a safe environment.

SECTION B. DEFINITIONS.

For the purpose of this Article the definitions for the Transit Center Zoning District are as follows:

1. **BUILDING FAÇADE, PRIMARY.** Any façade that faces a public street or open space.
2. **BUILD-TO LINE.** A line parallel to and offset from the property line abutting a street or alley right- of-way, upon which the preponderance of the façade of a building shall be placed. (*Ord. 3321, 09/01/09*)
3. **CITY GENERAL DESIGN STANDARDS.** The approved City standards which govern such items as street, streetscape, drainage, signage and other public improvements.
4. **ENTRY, PRIMARY.** The main entry to a building on a block face. There must be at least one main building entry for each ground floor use, tenant or lobby on each block face which contains the use or tenant. Any additional building entries may be considered a Secondary Entry.
5. **FLEX/COMMERCIAL READY.** Ground Floor residential uses that may be utilized as future non-residential uses, as regulated in Article 5 Use of Land and Structures. On street parking spaces will be utilized to meet this parking requirement. These units are typically located at street level and are subject to the development standards for ground-floor retail or commercial establishments. (*Ord. No. 3939, 12/13/19*)
6. **LANDMARK BUILDINGS.** Buildings which are located on axis with a terminating street or at the intersection of streets. Such buildings shall incorporate architectural features which address height and articulation that emphasize the importance of such a location.
7. **PARKING, LONG TERM.** Customer or tenant parking which is intended for the primary use of vehicles parked for duration of four hours or more and neither priced nor managed to encourage turnover.
8. **PARKING, RESERVED.** Parking which is assigned or reserved for tenants or visitors of a building or business.
9. **PARKING, SHARED.** Parking which is shared by tenants, visitors and the general public. Fees and hours of availability may be further defined in cooperation with parking management district policies.
10. **PARKING, SHORT TERM.** Customer or tenant parking which is intended to serve commercial businesses or residential uses that has a regular turnover.
11. **SPECIAL DEVELOPMENT PLANS (SDP).** Are intended to allow applicants development flexibility to address specific market opportunities and/or contexts. An application for a Special Development Plan shall be considered by the City Council after the Planning and Zoning Commission has made a recommendation.
12. **STORY.** That portion of a building, other than a basement, included between the surface of any floor and the surface of the floor next above it, or if there is no floor above it, then the space between the floor and the ceiling above the floor of such Story. This includes any mezzanine or



*Landmark building example
at Highland Park Village*

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loft which may comprise only a portion of a full floor plate.

13. **STREETSCAPE.** The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, street lighting, trees and open spaces, etc., that combine to form the street's character.
14. **ZONING AND REGULATING MAP.** The graphic plan established in an ordinance which applies the Transit Center District to particular areas around a transit station, and which governs the assignment of districts, as defined herein, and the street-type which shall be used, among other items.

SECTION C. GENERAL DISTRICT STANDARDS.

1. ZONING & REGULATING MAP:

Zoning & Regulating Maps, The transit center regulations will establish:

- a. Major street types within the district
- b. Character Streets (*Ord. No. 3939, 12/13/19*)
- c. Form-based and development standards
- d. Required at-grade construction
- e. Public open space and plazas; and
- f. Regional hike and bike corridors

2. FUNCTION, LAND USE AND BUILDING TYPE:

Primarily major employment facilities such as high-density office buildings, shall be allowed throughout the district. Multifamily residential, shopping, dining, personal and business services, and entertainment shall be allowed, in support of the employment centers and public transit to encourage a live, work, and entertainment environment. (*Ord. No. 3939, 12/13/19*)

- a. A specific list of permitted uses, see Article 5 Use of Land and Structures.
- b. The Use Matrix, in Article 5 Use of Land and Structures, allows select uses by right in the Trinity Mills Transit Center (TMTC) District with an approved Special Development Plan (SDP).
- c. A Special Development Plan (SDP) shall be required for newly constructed buildings or for proposed exterior remodeling.
- d. A Special Development Plan (SDP) shall not be required for a use allowed by right in the TMTC District under the following conditions:
 - i. An allowed use proposed to occupy space in an existing building with an approved Special Development Plan (SDP), without additional exterior remodeling.
 - ii. An allowed use proposed to occupy space in a building existing prior to January 1, 2020 if there is no additional exterior remodeling.
- e. The following shall be specifically prohibited in any (TC) Transit Center District:

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- i. Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width;
- ii. Any building or use of the property which exceeds the maximum height, building coverage or any other standard as herein required; (*Ord. No. 3891, 12/11/18*); (*Ord. No. 3939, 12/13/19*)
- iii. Storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district. (*Ord. No. 3891, 12/11/18*); (*Ord. No. 3939, 12/13/19*)

3. **STREETSCAPE AND LANDSCAPE:**

(*Ord. No. 3939, 12/13/19*)

- a. Streetscape standards are established in the City's *General Design Standards* for both residential and non-residential ground-level frontages.
- b. Non-Residential ground floor frontages shall not be required to provide additional landscaping beyond that required in the *City General Design Standards*.
- c. Additionally, residential ground floor frontages shall be required to landscape a minimum of six feet between the edge of sidewalk and the primary building façade, excluding access sidewalks, stairs, stoops, porches and patios. This area may be landscaped with ground cover, low shrubs, ornamental trees and street trees. In addition, street tree wells may also be landscaped. Landscaping for this area is limited to ground cover and low shrubs.
- d. Streetscape and landscape standards may be established with an approved Special Development Plan (SDP) or incentive agreement between the city and developer. Streetscape and landscaping shall be compatible with adjacent properties providing consistency, character, and identity in the Trinity Mills District. (*Ord. No. 3939, 12/13/19*)

4. SUB-DISTRICT STANDARDS:

SUB-DISTRICT STANDARDS (*Ord. 3321, 09/01/09; Ord. 4148 06/06/23*)

STANDARD	Trinity Mills
Building Height (<i>Ord. No. 3891, 12/11/18; Ord. 4148 06/06/23</i>)	Min: 5 stories Max: Unlimited
Build-to Lines (<i>Ord. No. 3939, 12/13/19</i>)	Zero feet from the ROW (6 feet from the ROW if abutting IH- 35E and/or Trinity Mills Road)
Side and Rear Setback Lines (not abutting any ROW)	In accordance with the applicable requirements of the building codes of the City of Carrollton

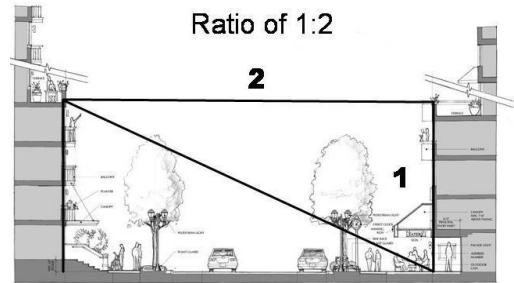
- a. A license agreement is required for any encroachment into the right-of-way, unless specified in an incentive agreement between the City and developer. (*Ord. No. 3939, 12/13/19*)

SECTION D. BUILDINGS.

1. INTENT:

It is the intent of this code to create an attractive and active urban style district and the size, disposition, function and design of buildings play an important role in achieving that goal.

- a. Buildings should form a strong continuous “street wall” to define the public street “room” by creating a ratio of between 1:2.0 and 1:3.0 between the building height and the distance between buildings.



- b. Buildings should directly contribute to the attractiveness, safety and function of the street and public areas.
- c. Buildings should be designed to accommodate a range of uses over time without the need to be destroyed and rebuilt.
- d. Buildings that accommodate retail at grade should emphasize the retail over the building’s architecture.
- e. Buildings should be constructed in a manner and with materials that are highly durable and will continue to look good over time, especially adjacent to public and pedestrian areas.
- f. It is intended by this code to encourage a variety of building and design solutions in response to the standards and regulations outlined herein.



2. BLOCK FACE:

It is intended that building walls should be continuous along block faces to create a strong edge to the street and contribute to creating an attractive and active pedestrian environment. Contributing to that goal however, is to allow some limited variation and opportunities for such things as outside dining, pocket parks and special building entry features.

- a. Block faces shall contain continuous building frontage with the exception of a mid-block access to parking which is no greater than 30 feet in width for vehicular access with additional width dedicated to pedestrian access. A minimum 15 feet in height shall be provided for garages requiring emergency vehicle access. (*Ord. No. 3939, 12/13/19*)
- b. Facades shall be built parallel to the street frontage, except at street intersections, where a façade containing a primary building entrance may be curved or angled toward the

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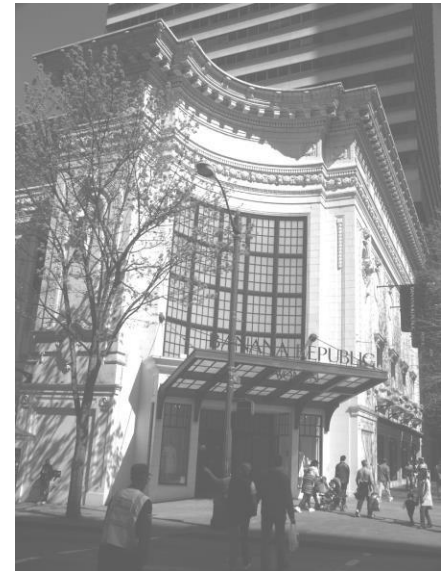
intersection. (Ord. No. 3939, 12/13/19)

3. BUILDING FORM: (Ord. No. 3939, 12/13/19)



Employment Center Building and development Examples

- a. A building which is located on axis with a terminating street or at the intersection of streets shall be considered a *Landmark Building*. The building shall be designed with landmark features which take advantage of that location, such as an accentuated entry and a unique building articulation which is off-set from the front wall planes and goes above the main building eave or parapet line.
- b. Drive-through windows are prohibited. (Ord. 3321, 09/01/09)
- c. Buildings fronting Commercial Character Streets as shown in Section J of this Article shall have their first floor designed to accommodate retail uses. Said design shall include placing entry doors at grade (with no elevated stoop), having clear glass windows comprising no less than 60 percent of the ground floor façade and having a “clear” floor to floor heights no less than 12 feet for residential and live/work uses and 14 feet for non-residential uses. (Ord. No. 3939, 12/13/19)



LANDMARK FEATURE ON THIS BUILDING
CORNER. SEATTLE

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4. ARCHITECTURAL FEATURES:

- a. Glass curtain walls shall be permitted.
- b. Each building and separate lease space at grade along the street edge shall have a functioning *Primary Entry* from the sidewalk. Entries must be inset from the front building plane by at least five feet. Secondary Entries may be set back as little as three feet. All inset entries, not including utility doors, must flare out between 45 and 60 degrees from perpendicular to the door plane. Functioning entries must be located no greater than 70 feet apart.
 - i. Corner entries may count as a Primary Entry for both intersecting street frontages.
 - ii. Architectural elements to the primary building façade may encroach into the area between the right-of-way line and the build-to line. These elements may include stoops, porches, bay windows, eaves, awnings (provided they are a minimum of 7.5 feet above grade), planters and light wells for a below-grade floor. Balconies, canopies and awnings are not limited in their encroachment, provided that they do not substantially interfere with pedestrian movement and street tree growth. (*Ord. 3321, 09/01/09*)
- c. Reference Article 28 Performance Standards, for roof-mounted equipment screening. (*Ord. No. 3891, 12/11/18*)

5. EXTERNAL FAÇADE MATERIALS:

The following shall apply to all exterior walls of buildings and parking structures which are clearly visible from a public street, walkway or open space:

- a. Exterior building walls may be glass curtain walls, brick, stone, cultured stone, burnished block.
- b. Unpainted metal, galvanized metal, or metal subject to ordinary rusting shall not be used as a building material. Factory finished metal elements as well as metals that develop an attractive oxidized finish, such as copper or weathering steel, may be used as architectural accents.

6. RESIDENTIAL AT GRADE:

(*Ord. No. 3939, 12/13/19*)

- a. All buildings which are constructed for residential units at grade shall include a primary front door entrance into the building or unit which may be accessed from the sidewalk.
- b. Units must also include windows which provide residents a view of the street and sidewalk area.

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7. NON-RESIDENTIAL AT GRADE:

(Ord. No. 3939, 12/13/19)

- a. The ground floor entry must be located at the approximate elevation of the adjacent sidewalk.
- b. Retail uses adjacent to the sidewalk at grade shall:
(Ord. No. 3891, 12/11/18)
 - i. Have a minimum clear floor to floor height of 14 feet between finished floor and the bottom of the structure above. Mezzanines within the retail space shall be allowed per building code. Residential or live/work uses shall have a minimum 12 feet height clearance.
 - ii. Have a canopy which extends at least six feet over the sidewalk for at least 75 percent of the frontage.

SECTION E. PARKING.

1. AUTOMOBILE PARKING:

a. Goals

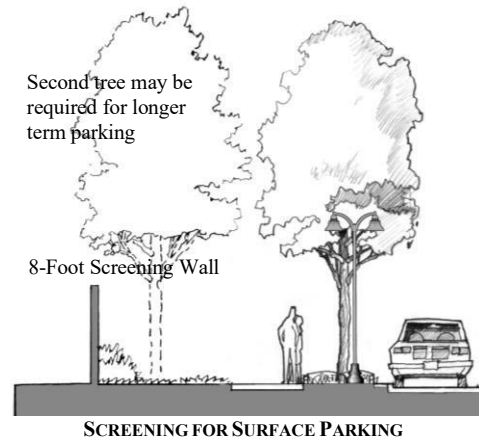
The following are goals of the City's parking policies and this Code:

- i. Support the creation of Shared Parking in order to enable visitors to park once at a convenient location and to access a variety of commercial enterprises in a pedestrian-friendly environment.
- ii. Manage parking so that it is convenient and efficient, and supports an active and vibrant retail environment, including the use of parking meters.
- iii. Ensure visibility and ease of accessibility of parking.
- iv. Maximize on-street parking.
- v. Provide flexibility for changes in land uses which have different parking requirements within the District.
- vi. Provide flexibility for the redevelopment of small sites and preservation of historic buildings.
- vii. Avoid diffused, inefficient single-purpose reserved parking.
- viii. Avoid adverse parking impacts on residential neighborhoods.
- ix. Design parking structures so that they do not dominate the public environment by providing for conversion of the ground floor to commercial use and for lining the edge of structures with residential or commercial uses.

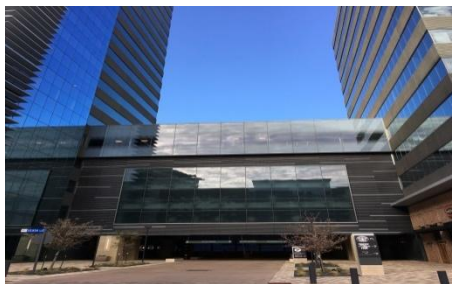
b. Parking Provisions and Requirements

i. General Provisions

- a) All off-street parking shall be located behind buildings which face on a street, drive aisle, or public open space, and be accessed by alley or short driveway between buildings.
- b) Pedestrian access shall be provided between structured parking and the public street.



- c) Surface parking lots shall be considered a temporary use and allowed only upon approval of a Special Use Permit, with periodic reviews as established by the Special Use Permit for continued appropriateness thereafter. (*Ord. No. 3939, 12/13/19*)
 - 1. An approved Special Development Plan (SDP) is required demonstrating surface parking is temporary and will be replaced with a permanent parking structure.
 - 2. Appropriate screening from public areas, which may include a screening wall and additional landscaping, may be required. (*Ord. 3321, 09/01/09*)
 - 3. Surface parking underneath elevated right-of-way shall require a Special Use Permit. A license agreement shall be required from the agency owning and maintaining the right-of-way. (*Ord. No. 3939, 12/13/19*)
- d) Any limits on the use of shared parking, such as time limits or hours of use, shall be approved by the City Manager or his designee upon a finding that:
 - 1. At least 12 hours of public parking are provided in any 24-hour period, and
 - 2. At least eight of those hours are provided during either business or nighttime hours depending on the City Manager or his designee's determination that the primary public or visitor use will be for office, retail or residential.
- e) Any other parking standards shall be in conformance with Article 24, Off Street & Loading, of the Comprehensive Zoning Ordinance.



Parking garages should be behind buildings which face a street, drive aisle and accessed by alleys or short driveways between buildings.

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2. AUTOMOBILE PARKING REQUIREMENTS:

- a. Base Parking Requirements (*Ord. 3321, 09/01/09*) (*Ord. No. 3939, 12/13/19*)

<u>Land Use</u>	<u>Minimum Spaces Required</u>
Residential	1 space per dwelling unit
Restaurants	1 space per 250 sq. ft. of floor area
Outdoor Dining Areas	1 space per 400 sq. ft. of outdoor dining area greater than 250 square feet
Retail	1 space per 350 sq. ft. of floor area
Live Work Space	1 space per 1,000 sq. ft. of floor area
Office	1 space per 500 sq. ft. of floor area

- b. Further Parking Reductions

On-street parking which is available along the frontage lines of a development site may be counted toward the parking requirement for the development.

- c. A maximum of one space for each 1,000 s.f. of non-residential and one space for each residential unit may be made available for Reserved Parking.
- d. A parking study may be submitted to demonstrate further parking reductions or alternatives with a Special Development Plan (SDP) application.

3. ACHIEVING AUTOMOBILE PARKING:

- a. The final parking requirement is a product of using the Base Requirement in the above subsection 2.a. and utilizing the applicable reductions available in the above subsections 2.b.
- b. Parking requirements may be met on-site, curbside, by lease from the City or its designated authority or by payment of cash-in-lieu of parking to the City or its designated authority.
- c. Shared parking shall be clearly designated with signs and markings.
- d. Parking garages which are immediately adjacent to IH-35E and there is no intervening building, shall be treated in an architectural manner which reflects the District.

4. BICYCLE PARKING:

- a. Goals

Bicycle parking is required in some use categories to encourage the use of bicycles by providing safe and convenient places to park bicycles. The required number of spaces is lower for uses that do not tend to attract bicycle riders and higher for those uses that do.

- b. Required Bicycle Parking
(*Ord. No. 3939, 12/13/19*)

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Bicycle parking shall be provided based on at least one space for each 10 automobile parking spaces required as part of the Base Parking requirement in *B.2.b.i* above.

c. Bicycle Parking Standards

i. Location

- a) Required bicycle parking must be located within 75 feet of an entrance to the building. With permission of the City Manager or designee, bicycle parking may be located in the public right-of-way. Excludes bike storage indoors or garages. (*Ord. No. 3939, 12/13/19*)
- b) Bicycle parking may be provided within a building, but the location must be easily accessible to bicycles.

ii. Covered Spaces

If covered spaces for motor vehicles are provided on-site, then 25 percent of the bicycle parking shall also be covered, unless otherwise approved by the City Manager or designee. (*Ord. No. 3939, 12/13/19*)

iii. Signs

If the bicycle parking is not visible from the street, then a sign must be posted indicating the location of the bicycle parking facilities.

iv. Rack Type

- a) Bicycle racks types and standards shall meet the *City General Design Standards* or be approved by the City Manager or designee. Bicycle lockers may also be allowed as part of meeting the Bicycle parking requirement but must be approved as to type and location.
- b) Bicycle racks must hold bicycles securely and support the frame so that so that the bicycle cannot be pushed or fall to one side in a manner that will damage the wheels or components.
- c) Bicycle racks must accommodate locking the frame and the front wheel to the rack with a standard high-security U-shaped shackle lock, if the bicyclist does not remove either wheel from the bicycle.
- d) Bicycle racks must be securely anchored.

v. Parking Space Dimensions

- a) An aisle for bicycle maneuvering must be provided and maintained beside or between each row of bicycle parking. This aisle must be at least five feet wide.
- b) Each required bicycle parking space must be accessible without moving another bicycle.
- c) Areas set aside for bicycle parking must be clearly marked and reserved for bicycle parking only.

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SECTION F. STREETScape, LIGHTING, MECHANICAL AND FENCES.

1. INTENT:

- a. It is the intent of this Code and the approved City's *General Design Standards* to provide minimum standards and consistency for improvements located in public areas and within the city's rights-of-way.
- b. Lighting shall support pedestrian activity and promote safety.
- c. The entire District shall utilize the basic fixtures and furnishings in the public areas as approved in the City's *General Design Standards*.
- d. Mechanical and utility-related equipment and fixtures shall be located and screened to lessen the negative impact on the streetscape and public areas.

2. STANDARDS:

(Ord. No. 3939, 12/13/19)

- a. For Streetscape and Lighting specifications, see the City-approved *City General Design Standards* for the appropriate Transit Center District.
- b. Lighting standards may be established with an approved Special Development Plan (SDP) or via an incentive agreement between the city and developer. Lighting shall be compatible with adjacent properties providing consistency, character, and identity in the Trinity Mills District.
- c. Lighting elements shall be incandescent, metal Halide, halogen, or LED only. No HID or fluorescent lights (except fluorescent bulbs that screw into standard socket fixtures) may be used on the exterior of buildings.
- d. All lighting shall be focused downward or narrowly focused on its intended target such as signing. No lighting source from a commercial activity shall be visible by a residential unit.
- e. Mechanical and electrical equipment, transformers, meters, and garbage containers shall be located and screened so that they are not visible from the street or other public area.
- f. On-street bicycle parking shall be located within the band created by street trees and pedestrian streetlights, however, they must be placed in a manner that avoids conflicts with pedestrian and vehicular paths.

3. FENCES: *(Ord. No. 3132, 04/03/07)*

a. Design Standards

Fences shall be decorative in appearance and shall be of design and materials complementing the appearance of the building. "Chain link" or "hurricane" fences shall not be permitted for commercial uses (either new or existing) or for new residential uses, except as approved by the City Manager or designee.

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SECTION G. SIGNS.

1. INTENT:

Signage is intended to respond to slow moving traffic and pedestrians. It is therefore, generally smaller in size than other areas of the City and located in prescribed locations on a building so that it is easily found and interpreted.

2. STANDARDS:

Signs located within this district shall be in conformance with the applicable provisions of the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)

SECTION H. ADMINISTRATION.

1. INTENT:

The intent of this article is to process land development in the (TMTC) Trinity Mills Transit Center District in an expedited manner. However, if there are modifications requested, additional approvals shall be required.

2. SPECIAL DEVELOPMENT PLAN APPROVAL:

(*Ord. No. 3939, 12/13/19*)

- a. All development requested in the (TMTC) Trinity Mills Transit Center District Center requires Special Development Plans (SDP).
- b. Special Development Plans (SDP) are intended to allow applicants development flexibility to address specific market opportunities and/or contexts. An application for a Special Development Plan shall be considered by the City Council after the Planning and Zoning Commission has made a recommendation, except for properties with an approved master development agreement. City Council shall review and approve Special Development Plans (SPDs) for each phase or portion of phase as development occurs.
- c. City Council shall be the only entity required to approve Special Development Plans (SDPs) for projects with master plans and a Master Development Agreement. City Council shall review and approve Special Development Plans (SDPs) for each phase or portion of phase as development occurs. Said Special Development Plans (SDPs) shall follow the Master Site Plan associated with the Master Development Agreement or other agreements.
- d. City Council may grant modifications to the Trinity Mills Transit Center District standards for proposals created to support economic development, sustainable tax base, job creation, and/or a destination by establishing adjacency predictability of private development that supports and leverages investment in and around the Greenline DART Station.

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- e. The City Manager or designee shall review, make recommendations on any SDPs, and shall forward all SDP applications to the Planning and Zoning Commission or City Council, as applicable and required under this section. In evaluating an SDP, City Council shall consider the extent to which the application meets any of the following:
 - i. Provides a “Master Plan” approach by consolidating multiple properties to create a predictable, market responsive development for the area; or
 - ii. Fits the vision of the Trinity Mills Transit Center District.
- f. Special Development Plans must include the following information:
 - i. Site plan
 - ii. Parking plan
 - iii. Grading plan
 - iv. Landscape, Streetscape, and Street Lighting Plan
 - v. Color building elevations and sections
 - vi. Building function/proposed use
 - vii. Specific development standards or other agreements
 - viii. Related parking or traffic study, when required by the City Manager or designee
- g. Sign modifications shall be in accordance with the Sign Ordinance. (*Ord. No. 3891, 12/11/18*)
- h. The City may impose conditions on granting any modifications to Standards in order to minimize any potential negative impact on the district, neighboring properties or public streets or open space. This may include screening, a time limit or other requirements.

SECTION I. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

All business operations and activities within the (TMTC) Trinity Mills Transit Center District shall be conducted completely within an enclosed building, and in no instance shall any outside activity or storage be permitted in these districts, except for off-street parking and loading in the (TMTC) Trinity Mills Transit Center District, TOD benches or seating, TOD trash cans, TOD bike racks, public outdoor dining in conjunction with a restaurant; or the temporary outside display and sales of Christmas trees.

2. UTILITIES:

(*Ord. No. 3939, 12/13/19*)

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (TMTC) Trinity Mills Transit Center District shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (TMTC)

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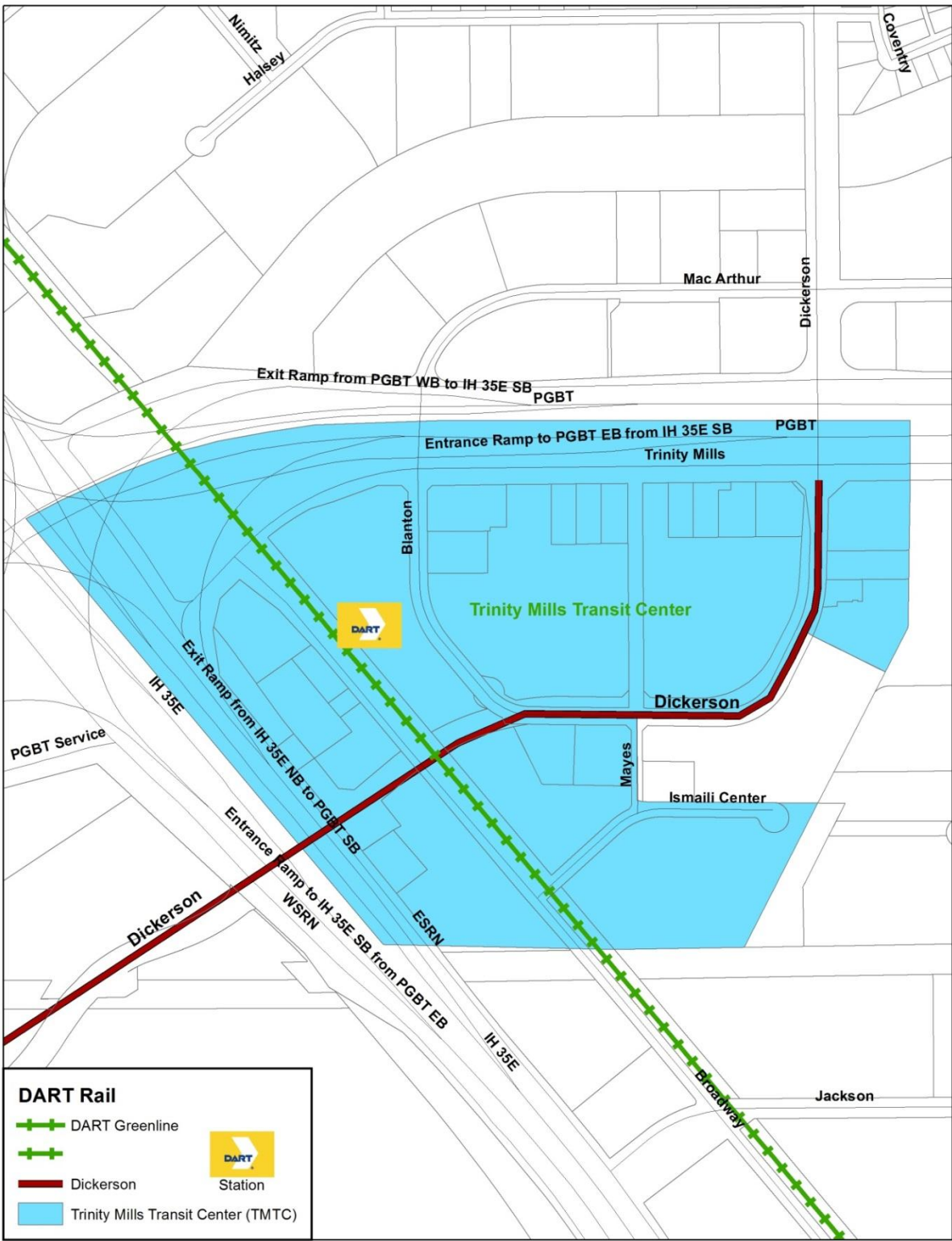
Trinity Mills Transit Center District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner.

Any above ground cabinets, pedestals or above ground transmission lines visible from streets shall be screened by landscaping, decorative walls, or with an art theme in character with the Trinity Mills Transit Center.

Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service. (*Ord. No.3943, 01/14/20*)

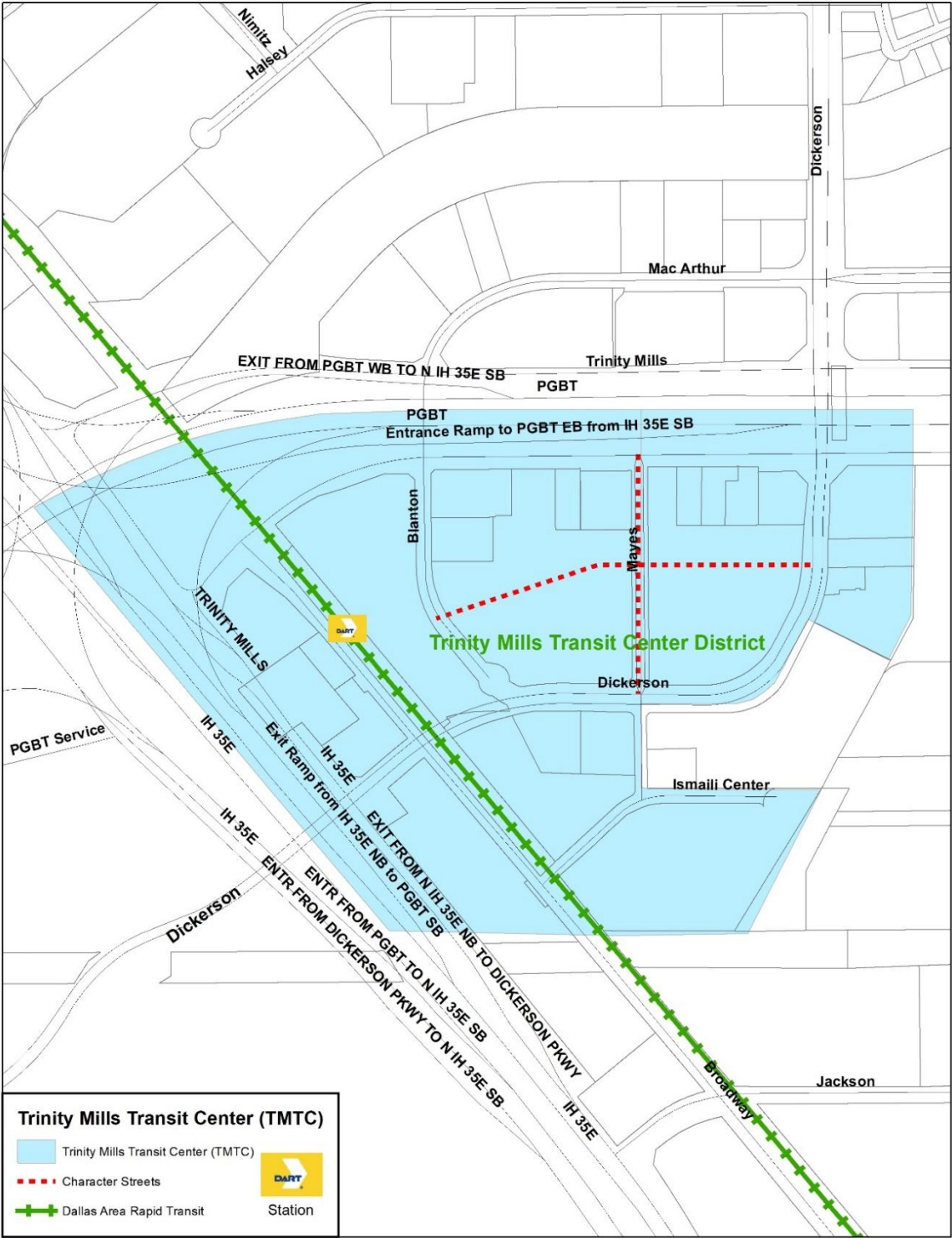
SECTION J. ZONING AND REGULATING MAPS

Trinity Mills Transit Center (TMTC)



SECTION K. ZONING AND REGULATING MAPS

Trinity Mills Transit Center District (TMTC)



**ARTICLE 20
TRANSIT CENTER DISTRICTS**

PART 3 – (FTC) FRANKFORD TRANSIT CENTER DISTRICT

SECTION A. PURPOSE, GOALS AND INTENT.

1. The purpose of the Frankford Transit Center District is to implement the adopted recommendations of the Comprehensive Plan by encouraging new development and redevelopment near the DART (North Carrollton) Light Rail Station.
2. The goals of this code are:
 - a. To capitalize on the convergence of regional transit, freeways and arterial roadways to create major urban and village centers in the Dallas / Fort Worth region that offer a variety of housing, retail and office uses not commonly present in other areas of the Metroplex.
 - b. To provide development and land use flexibility within the framework of zoning design regulations.
 - c. To provide a mix of multi-family residential, retail and office uses.
3. The intent of this Code is:
 - a. To provide a comfortable and attractive environment for pedestrians which include such things as buildings framing public space, street trees and lighting that will attract pedestrians.

SECTION B. DEFINITIONS.

For the purpose of this Article the definitions for the Frankford Transit Center District are as follows:

1. ENTRY, PRIMARY. The main entry to a building on a block face. There must be at least one main building entry for each ground floor use, tenant or lobby on each block face which contains the use or tenant. Any additional building entries may be considered a Secondary Entry.
2. ZONING AND REGULATING MAP. The graphic plan established in an ordinance which applies the Transit Center District to a particular area around a transit station, and which governs the assignment of districts, as defined herein, and the street-type which shall be used, among other items.

SECTION C. GENERAL DISTRICT STANDARDS.

1. ZONING & REGULATING MAP:

Zoning & Regulating Maps, Section J, is the coding key for application of this district's provisions to properties and shall be considered part of this Code.

For a specific list of permitted uses, see Article 5 Use of Land and Structures.

- a. The following uses shall be specifically prohibited in any (TC) Transit Center District: Any use of property that does not meet the required minimum lot size; front, side or rear yard dimensions; lot depth or width; or which exceeds the maximum height, building coverage or any other standard as herein required, except as provided by Article 29 of this ordinance;
- b. Storage of equipment, material or vehicles, including abandoned vehicles, which are not necessary to the uses permitted in this district.

2. DISTRICT STANDARDS:

- a. A minimum front building setback of 24 feet from the right-of-way shall be required.
- b. A maximum building height of six stories.
- c. Side and rear setback lines shall be in accordance with the applicable requirements of the building codes of the City of Carrollton.
- d. Mutual access to adjacent lots abutting Frankford Road shall be required for new development, and shared driveways shall be encouraged.

SECTION D. BUILDINGS.

1. INTENT:

It is the intent of this Article to create an attractive and active urban style district and the size, disposition, function and design of buildings play an important role in achieving that goal.

- a. Buildings that accommodate retail at grade should emphasize the retail over the building's architecture.
- b. It is intended by this code to encourage a variety of building and design solutions in response to the standards and regulations outlined herein.
- c. Each building shall have at least one "Primary Entry" which is clearly delineated and visible from the street.
- d. Buildings that accommodate retail at grade should emphasize the retail over the building's architecture.
- e. It is intended by this code to encourage a variety of building and design solutions in response to the standards and regulations outlined herein.
- f. Each building shall have at least one "Primary Entry" which is clearly delineated and visible

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from the street.

2. ARCHITECTURAL FEATURES:

- a. Windows, except for retail at grade, shall be vertical in proportion and have at least a four inch reveal.
- b. Each building and separate lease space at grade along the street edge shall have a functioning *Primary Entry* from the sidewalk. Entries must be inset from the front building plane by at least five feet. Secondary Entries may be set back as little as three feet. All inset entries, not including utility doors, must flare out between 45 and 60 degrees from perpendicular to the door plane. Functioning entries must be located no greater than 70 feet apart.
- c. Reference Article XXVII. Performance Standards, for roof-mounted equipment screening. (*Ord. No. 3891, 12/11/18*)

3. EXTERNAL FAÇADE MATERIALS:

The following shall apply to all exterior walls of buildings and parking structures which are clearly visible from a public street, walkway or open space:

- a. Overall a minimum of 85 percent of said exterior walls, excluding windows, doors and other openings shall be constructed of brick, stone, cultured stone, or stucco. Additionally, the architectural design of the building shall be consistent with and complementary to the Frankford Trade Center.

4. NON-RESIDENTIAL AT GRADE:

- a. The ground floor entry must be located at the approximate elevation of the adjacent sidewalk.
- b. Retail uses adjacent to the sidewalk at grade shall:
 - i. Be constructed to meet fire code separation from any other uses constructed above and shall have a minimum clear height of 14 feet between finished floor and the bottom of the structure above. Mezzanines within the retail space shall be allowed per building code;
 - ii. Have a canopy which extends at least six feet over the sidewalk for at least 75 percent of the frontage;
 - iii. Have clear glass windows for at least 60 percent, but no greater than 80 percent, of the ground floor façade; and

SECTION E. PARKING.

1. PARKING:

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Parking standards shall be in conformance with Article 24, Off Street & Loading, of the Comprehensive Zoning Ordinance.

SECTION F. STREETScape, LIGHTING, MECHANICAL AND FENCES.

1. INTENT:

- a. It is the intent of this Code and the approved City's *General Design Standards* to provide minimum standards and consistency for improvements located in public areas and within the city's rights-of-way.
- b. Lighting shall support pedestrian activity and promote safety.
- c. The entire District shall utilize the basic fixtures and furnishings in the public areas as approved in the City's *General Design Standards*.
- d. Mechanical and utility-related equipment and fixtures shall be located and screened to lessen the negative impact on the streetscape and public areas.

2. STANDARDS:

- a. Lighting elements shall be incandescent, metal Halide, halogen, or LED only. No HID or fluorescent lights (except fluorescent bulbs that screw into standard socket fixtures) may be used on the exterior of buildings.
- b. All lighting shall be focused downward or narrowly focused on its intended target such as signing. No lighting source from a commercial activity shall be visible by a residential unit.
- c. Mechanical and electrical equipment, transformers, meters, and garbage containers shall be located and screened so that they are not visible from the street or other public area.

3. FENCES (*Ord. No. 3132, 04/03/07*)

a. Design Standards

Fences shall be decorative in appearance and shall be of design and materials complementing the appearance of the building. "Chain link" or "hurricane" fences shall not be permitted for commercial uses (either new or existing) or for new residential uses, except as approved by the City Manager or his designee.

4. STREETScape AND LIGHTING:

- a. Along Frankford Road, a landscape & sidewalk strip a minimum of 18 feet in width shall be provided "back of curb." Within this landscape strip the following elements shall be placed:
 - i. One shade tree, a minimum of three inches in caliper at the time of planting, every 30 feet in a formal row parallel with and no less than six feet from the curb.
 - ii. A group of three single-stem white Crepe Myrtles for each 60 feet of frontage. Said Crepe Myrtles shall be at least six feet high at the time of planting and planted 18 feet apart.
 - iii. One decorative, pedestrian-oriented light (e.g. illuminated bollard) for every 30 feet placed in a formal row. Lighting of the shade trees is encouraged and may count towards one-half this requirement, provided that said tree lighting can be demonstrated to also illuminate the sidewalk.

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- iv. A sidewalk a minimum of five feet in width parallel to and no less than six feet from the back of curb.

SECTION G. ADMINISTRATION.

1. INTENT:

The intent of this Article is to process land development in the (FTC) Frankford Transit Center District in an expedited manner. However, if there are modifications requested, additional approvals shall be required.

2. DEVELOPMENT PLAN APPROVAL:

- a. Prior to obtaining a building permit, a development plan must be approved by the City Manager or designee, to certify that it meets the purpose, intent and standards contained in this Code.
- b. A development plan shall be approved by City Council if a plan is not consistent with an approved Master Development Agreement. (*Ord. No.3943, 01/14/20*)
- c. Development Plans must include the following information:
 - i. Site plan
 - ii. Parking plan
 - iii. Grading plan
 - iv. Landscape plan Streetscape and Street Lighting Plan (*Ord. No.3943, 01/14/20*)
 - v. Color building elevations and sections
 - vi. Building function/proposed use
 - vii. Specific development standards or other agreements (*Ord. No.3943, 01/14/20*)
 - viii. Any modifications to standards being requested
 - ix. Related parking or traffic study, when required by the City Manager or designee

3. APPEALS:

Denial of a Development Plan by the City Manager or designee may be appealed to the Planning and Zoning Commission if the appeal is filed with the Development Services Department within 10 days of the denial. Denial of a Development Plan by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Development Services within 10 days of the action of the Planning & Zoning Commission.

SECTION H. MISCELLANEOUS REQUIREMENTS.

1. ACTIVITIES WITHIN AN ENCLOSED BUILDING:

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All business operations and activities within the (FTC) Frankford Transit Center District shall be conducted completely within an enclosed building, and in no instance shall any outside activity be permitted in these districts, except for off-street parking or loading; drive-in window or drive-through window at a financial institution, restaurant, prescription pharmacy or dry cleaning establishment; outdoor dining in conjunction with a restaurant; material recycling collection bin; mobile collection center for secondhand goods; or the temporary outside display and sales of Christmas trees.

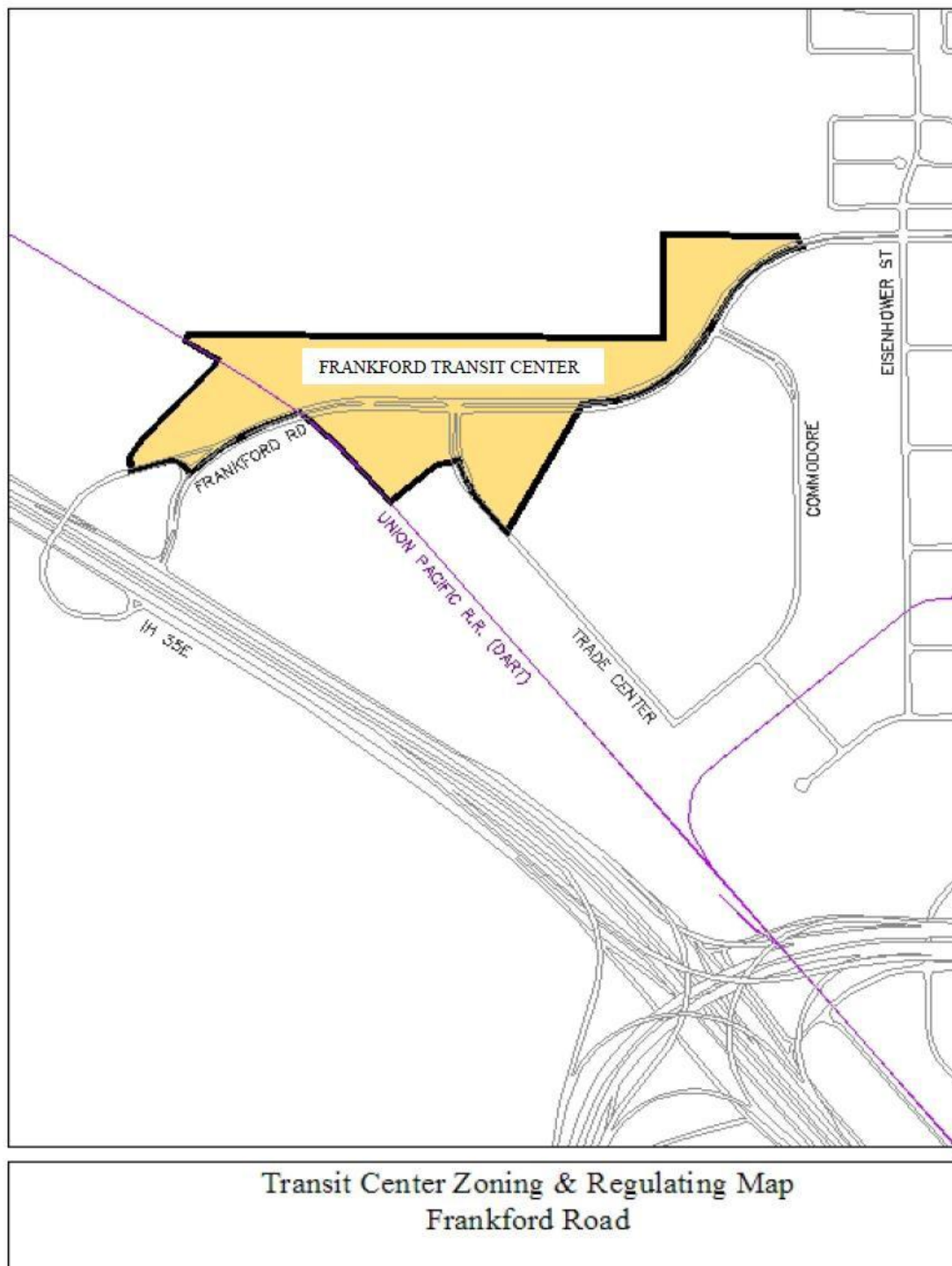
2. UTILITIES:

All utilities located within 200 feet of the front property line which will serve any lot or parcel within the (FTC) Frankford Transit Center District shall be installed underground, except for any transmission or feeder lines, either existing or proposed, located within the (FTC) Frankford Transit Center District, provided that such transmission or feeder lines shall be located within a designated paved easement or alley way provided by the property owner. (*Ord. No.3943, 01/14/20*)

Any above ground cabinets, pedestals or above ground transmission lines visible from streets shall be screened by landscaping, decorative walls, or with an art theme in character with the Frankford Transit Center District. Nothing set forth herein shall prohibit or restrict any utility company from recovering the difference between the cost of overhead facilities and underground facilities. Each utility whose facilities are subject to the provisions of this Article shall develop policies and cost reimbursement procedures with respect to the installation and extension of underground service.

SECTION I. RESERVED FOR FUTURE USE.

SECTION J. ZONING AND REGULATING MAP



ARTICLE 21 SPECIAL USE PERMITS

SECTION A. PURPOSE.

The purpose of the Special Use Permit is to authorize and regulate uses which may be beneficial in a specific instance to the general welfare of the community yet ensure that such uses are not detrimental to surrounding property, and are consistent with the stated purpose of the zoning district in which such uses are located regarding conditions of operation, location, arrangement and construction.

SECTION B. GENERAL PROVISIONS.

The City Council of the City of Carrollton, after a public hearing and proper notice to all parties affected, and after recommendation by the Planning and Zoning Commission, may authorize the issuance of a Special Use Permit for the uses indicated in accordance with the Use Chart in Article 5 of this ordinance.

1. PERMIT REQUIRED:

A Special Use Permit shall be required for all uses as set forth in Article 5 of this ordinance. At no time shall a structure or property be used for, or converted or adapted to, such specific use without first obtaining a Special Use Permit in accordance with all applicable sections of this ordinance.

2. PROCEDURE FOR APPLICATION:

Special Use Permits shall be considered as an amendment to the Comprehensive Zoning Ordinance and shall be processed and considered in accordance with Article 32 of this ordinance.

3. REVIEW FOR APPROVAL:

The Planning and Zoning Commission, in considering and determining its recommendation to the City Council on any request for a Special Use Permit, may require from the applicant plans, information, operating data and expert evaluation concerning the location, function and characteristics of any structure or use proposed.

4. SITE PLAN REQUIRED:

A site plan shall accompany any request for a Special Use Permit. Such site plan shall be prepared and submitted in a manner as prescribed by the Planning and Zoning Commission, instructions of which are available from the Development Services Department. No building permit for any new structure shall be issued, nor shall any Certificate of Occupancy be issued on any existing structure, until such site plan has been approved by the City Council and submitted to the City Manager or Designee in accordance with any stipulations as may have been required by the City Council as conditions precedent for approval. (*Ord. No. 1641, 07/17/90*)

ART. 21 SPECIAL USE PERMITS

5. REQUIREMENTS FOR APPROVAL:

- a. The City Council may approve a Special Use Permit after review and recommendation by the Planning and Zoning Commission subject to appropriate conditions and safeguards when the Council finds:
 - i. That the proposed use meets all of the minimum standards established in this ordinance and other applicable ordinances. The City Council may, in the interest of the public welfare and to ensure compliance with this ordinance, establish conditions of operation, location, arrangement and construction of any use for which a Special Use Permit is authorized. In authorizing the location of any of the uses listed as requiring a Special Use Permit, the City Council may impose such development standards and safeguards as the conditions and locations warrant relative to the welfare and protection of adjacent property from noise, vibration, dust, dirt, smoke, fumes, gas, odor, explosion, glare, offensive view, or other undesirable or hazardous conditions; and
(Ord. No. 1641, 07/17/90)
 - ii. That the proposed use meets the intent of the district in which it is located, and is in accordance with the Comprehensive Plan; and
 - iii. That the proposed use will not be detrimental to the health, safety and welfare of the surrounding neighborhood or its occupants, nor be substantially or permanently injurious to the neighboring property.

6. AMENDMENT TO SPECIAL USE PERMIT:

(Ord. No. 4035, 10/12/21)

- a. Any major amendment, supplement, deletion or modification to the Special Use Permit may be granted upon application by any person, group of persons or corporation having a proprietary interest therein. Any application for such amendment, supplement, deletion or modification shall contain the information specified in this Article and shall be processed in accordance with the procedures set forth in Section B. of this Article and Article 32 of this ordinance. The City Manager or Designee may authorize minor modifications that:
 - i. Do not alter the basic relationship of the proposed development to adjacent property; and
 - ii. Do not alter the uses permitted; and
 - iii. Do not increase the maximum allowed density, floor area, height, or site coverage; and
 - iv. Do not decrease the amount of required off-street parking; and
 - v. Do not reduce the minimum setbacks.
- b. An applicant may appeal the decision of the City Manager or Designee to the Planning and Zoning Commission for review and decision as to whether a formal amendment to the Special Use Permit shall be required.

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SECTION C. COMPLIANCE.

Any person, corporation, or group of persons having a proprietary interest in any property which proposes to use such property in a manner which requires a Special Use Permit, after application thereof and payment of a fee as prescribed by the City Council, and public hearing before the Planning and Zoning Commission and the City Council as provided in Article 32 of this Ordinance, as a condition for the said use of such property, shall comply with all ordinances, codes, regulations and conditions of the City of Carrollton. All structures shall comply with the electrical code, fire code, plumbing code, building code, and other applicable ordinances or codes of the City, and all state and federal laws and regulations applicable to such use. The Planning and Zoning Commission may recommend, and the City Council may impose, additional restrictions or stipulations as the facts and circumstances of each case may warrant.

SECTION D. SPECIAL CONDITIONS.

1. Every Special Use Permit granted under the provisions of this Article shall be considered as an amendment to the Comprehensive Zoning Ordinance as applicable to such property and shall be identified on the Official Zoning Map. The approved site plan accompanying the request for a Special Use Permit shall be made a part of the amending ordinance. In granting such permit the City Council may impose conditions which shall be complied with by the grantee before a building permit for any new structure, or a Certificate of Occupancy for any newly constructed or existing structure, may be issued by the City Manager or Designee for the use of the structure on such property pursuant to said Special Use Permit. Such conditions shall not be construed as conditions precedent to the granting of a Special Use Permit for the change in zoning of such property, but shall be construed as conditions precedent to the granting of a building permit or a Certificate of Occupancy, as applicable.
2. The following shall be considered as minimum requirements to be met relative to a Special Use Permit for such specific uses. These requirements are not intended to repeal any other Section of this Article or Ordinance, but shall be cumulative and additional to any other requirements of this Article and Ordinance. (*Ord. No. 1947, 10/19/93*)

- a. CHILD DAYCARE CENTERS
(*Ord. No. 38391, 12/11/18*)

- i. Child day care centers shall provide minimum indoor and outdoor space requirements, as required by the Texas Administrative Code, Chapter 746 Minimum Standards for Child-Care Centers and all other applicable laws. (*Ord. No. 3312, 07/07/09*)

Hours of operation for day care centers shall be determined on a case-by-case basis. Where a Special Use Permit has been established allowing a day care center, and where the applicable hours of operation have not been identified, the hours of operation are limited to the period between 6:00 am and 12:00 midnight.

- ii. Where the front entrance or designated student disembarkation point of a child daycare center is less than 250 feet from the main entrance of the site, off-street vehicle stacking spaces shall be provided in accordance with Article 24 of this ordinance. (*Ord. No. 1705, 05/07/91*)
- iii. A Traffic Impact Analysis (TIA) is required for all day care centers with an enrollment of 80 or more students. (*Ord. No. 4035, 10/12/21*)

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b. MINI-STORAGE WAREHOUSES

The maximum frontage of a mini-storage warehouse facility on any public street shall be 100 feet, such that the bulk of the facility is located on the rear one-half of the site. It shall be the stated intent of the City of Carrollton to encourage such facilities to be designed in a "flag" lot arrangement so that primarily higher intensity, compatible uses are located on the front one-half of the lot. The City Council may, however, approve a greater street frontage where, in its opinion, the design of the mini-storage warehouse facility meets the intent of this subsection. (*Ord. No. 1890, 03/16/93*)

c. TRAVEL TRAILER AND RECREATIONAL VEHICLE PARKS

i. Minimum Development Standards

- a) All travel trailer or recreational vehicle parks shall have paved interior driveways serving each travel trailer or recreational vehicle space, such driveways being not less than 24 feet in width;
- b) Each travel trailer or recreational vehicle space in such park shall contain a minimum of 1,800 square feet of area, and shall be at least 45 feet in width, and shall front upon a paved driveway;
- c) A travel trailer or recreational vehicle shall be placed on a designated space in such a manner that there will be not less than 15 feet of separation between travel trailers or recreational vehicles on adjacent spaces;
- d) Each travel trailer or recreational vehicle park shall provide, at a minimum, the following:
 1. An electrical outlet capable of supplying 4,000 watts at 110-220 volts at each travel trailer or recreational vehicle space; and
 2. Hook-up apparatus for connection to the city sanitary sewer system at each travel trailer or recreational vehicle space; and
 3. Faucet or bibcock connected to the city water supply system at each travel trailer or recreational vehicle space; and
 4. A minimum of one toilet, one lavatory and one shower for each six travel trailer or recreational vehicle spaces or fraction thereof in the park.
- e) Service buildings that house sanitation and/or laundry facilities or any other such facilities shall be permanent structures constructed in accordance with all applicable codes and ordinances of the City of Carrollton.
- f) Each travel trailer or recreational vehicle park shall be provided with a means of security lighting. All toilet and shower buildings and facilities shall be provided with sufficient lighting facilities, which shall be kept lighted during the time one-half hour after sunset until one-half hour before sunrise.

ii. Management Requirements, Generally

- a) The name of the person with direct management responsibility of the travel trailer or recreational vehicle park shall be filed for reference with the City Manager or Designee,

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who shall be notified of any change in the person with such management responsibility to ensure accurate and updated files. In addition to the specific requirements of this section, it shall be the responsibility of the owner or manager of each travel trailer or recreational vehicle park to take such measures as may be deemed to be necessary by the City Manager or Designee or Director of Environmental Health to preserve the health, safety and welfare of all persons accommodated in the park, as well as the general public;

- b) It shall be the responsibility of the owner or manager of any travel trailer or recreational vehicle park to prescribe rules and regulations for the management of such park. Copies of all such rules and regulations shall be furnished to the City Manager or Designee, and copies shall be posted in conspicuous locations throughout the park;
- c) It shall be the responsibility of the owner or manager of a travel trailer or recreational vehicle park to keep a register of all persons accommodated at the park, such register to include the names of all persons, their home addresses, the license number and description of their vehicles, and duration of stay;
- d) Not more than one travel trailer or recreational vehicle shall occupy a space within such park. No travel trailer or recreational vehicle shall be placed within a travel trailer or recreational vehicle park unless a designated space, provided in accordance with this section, is available for occupancy. These restrictions shall not apply, however, to automobiles or other vehicles which are not used for dwelling purposes;
- e) The removal of wheels or any similar transportation device from a travel trailer or recreational vehicle located within a travel trailer or recreational vehicle park shall be prohibited;
- f) No permanent addition or structure shall be built onto or become a part of any travel trailer or recreational vehicle located within a travel trailer or recreational vehicle park;
- g) The maximum duration of stay by any travel trailer, recreational vehicle or individual within a travel trailer or recreational vehicle park shall be 14 consecutive days, provided, however, that the person with direct management responsibility of such park shall be permitted to maintain a permanent residence within the park.

iii. Maintenance

- a) Every travel trailer or recreational vehicle park owner shall maintain such park and any toilet, bath, shower and other equipment in connection therewith in a clean and sanitary condition, and shall maintain such equipment in a state of good operating condition.
- b) Such park shall otherwise be developed, occupied, maintained and managed in accordance with all applicable codes and ordinances of the City of Carrollton.

d. DAY CARE CENTERS, ADULT

- i. A minimum floor area of 50 square feet of living space shall be required per client. Such floor area shall be calculated exclusive of the kitchen and food service or dining areas, restrooms, bath areas, offices, corridors, stairways, garages, storage areas and outdoor space. A minimum of 200 square feet of site area shall be provided per client.
- ii. For an adult day care center located in a dwelling, the license-holder, operator, director or

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person otherwise responsible for the operation and provision of care within the facility shall maintain his or her primary residency within such dwelling. It is the intent of this paragraph to ensure that, where such facility is operated within a dwelling, it is accessory to the full-time residency of such dwelling.

(Ord. No. 1573, 09/05/89)

e. PERSONAL CARE HOMES AND RESPITE CARE FACILITIES

- i. A minimum floor area of 80 square feet shall be provided in a one-bed bedroom, and a minimum floor area of 60 square feet shall be provided per bed in a multiple-bed bedroom.
- ii. A personal care home, respite care facility or in-patient hospice shall be located within a freestanding building, containing no other use or uses, provided, however, such facility may be located in the same building as a hospital, convalescent center or other type of health care facility or health care institution. *(Ord. No. 1573, 09/05/89)*

f. [RESERVED FOR FUTURE USE] *(Ord. No. 4297 12/02/2025)*

g. FULL SERVICE HOTEL

- i. A Full Service Hotel use must be evidenced by association with a Hotel Accommodation and Reservation Service, and the owner must provide proof of the collection and payment of State and local Hotel/Motel Occupancy Tax to the City upon request.
- ii. Rate: A daily rate shall be charged, and weekly or bi-weekly rates may not be charged.
- iii. Design Standards:
 - a) A Full Service Hotel must contain 125 or more guest rooms.
 - b) All guest rooms must be accessed from an interior hallway and an interior hallway shall be accessible from a central lobby area contained within the hotel, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access.
 - c) Exterior balconies of rooms shall not be allowed within 200 feet of any property zoned and/or developed as single-family unless located within an interior courtyard or physically screened or separated by another building or portion of a building, unless otherwise approved by the City Manager or designee.
 - d) A porte-cochere or covered area must be provided immediately adjacent to the entrance with a registration desk. The porte-cochere or covered area must be sufficient to accommodate the temporary parking of at least two vehicles parked side by side for guests checking in and out.
 - e) Brick pavers, stained or stamped concrete or a combination thereof shall be provided in all porte cochere areas and main drive locations.
 - f) Building articulation shall be included on all facades and building materials shall comply with those of the zoning district or as otherwise approved by the City Manager or designee.
 - g) The main entrance or exit shall be located on a major street furthest from any residential district or as otherwise approved by the City Manager or designee.

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- h) All entrances or exits of any incidental business within the Full Service Hotel shall be from the inside of the principal hotel building or as otherwise approved by the City Manager or designee.
- i) Building height shall be a minimum of four stories.
- iv. Interior Design Standards:
 - a) Each guest room shall have a minimum area of 275 square feet, including sleeping area, bathroom and closet space.
 - b) Finished floor ceiling heights for all first floor guest rooms shall be a minimum of nine feet.
 - c) Finished floor ceiling heights for all guest rooms located on second stories and above shall be a minimum of eight feet.
 - d) Window PTAC units shall not project beyond the façade walls of any unit.
 - e) No kitchens are allowed in rooms, i.e. no ovens, burners or full-size refrigerators. Microwave and/or under-counter refrigerators are permissible.
 - f) Full Service Hotels must provide full-service facilities and amenities, such as a full service restaurant on-site with wait staff, an indoor or outdoor swimming pool. Full Service Hotels must provide meeting or conference rooms. Meeting or conference rooms shall consist of a minimum of 1,000 total square feet. Individual guest rooms shall not be counted as meeting rooms.
 - 1. Also, the Full Service Hotel shall provide at least two of the four amenities listed below:
 - A. Sports Court
 - B. Exercise/Weight room
 - C. Business Centers
 - D. Gift Shops
 - 2. Other amenities that may be included:
 - A. Arboretums
 - B. Botanical Gardens (Outdoor or indoor)
 - C. Spa/Sauna
 - D. Game Room
 - E. Indoor Water Park
 - F. Jogging Trail
 - G. Playground
 - H. Plaza/Atrium
 - I. Salon
 - J. Shops and Boutiques
 - K. Libraries
 - L. Theaters

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M. Internet Cafes

N. Special Attractions

v. Guest Services:

- a) Daily housekeeping service must be provided to each room at no extra charge.
- b) Hotel staff must be available at all times to provide check-in/out, custodial or maintenance services, or other guest services.
- vi. All minimum City requirements for Landscaping and Buffering, Off-Street Parking and Loading, Signs and all other applicable ordinances, and as amended, shall be met, except where provided herein.
- vii. Owner must secure a Chapter 97 Lodging License and obtain a Certificate of Occupancy before operating a Full Service Hotel. Owner must comply with Chapter 97 and maintain the Lodging License and Certificate of Occupancy in order to operate.

h. RESIDENCE HOTEL OR HOTEL SUITES:

The multi-dwelling facility is mainly suitable for the business traveler or extended vacation traveler in which rooms or suites include kitchenette facilities and sitting rooms in addition to the sleeping room for the long-term. Residential usage shall not be permitted.

- i. A Residence Hotel or Hotel Suites use must be evidenced by association with a Hotel Accommodation and Reservation Service, and the owner must provide proof of the collection and payment of State and local Hotel/Motel Occupancy Tax to the City upon request.
- ii. Rate:

A weekly rate may be charged, and no monthly rate shall be charged.

iii. Guest Services:

- a) Daily housekeeping service must be provided to each room at no extra charge.
- b) Hotel staff must be onsite and available at all times to provide check-in/out, custodial or maintenance services, or other guest services.

iv. Building Design Standards:

- a) Residence Hotels or Hotel Suites must contain 90 or more guest rooms.
- b) All guest rooms must be accessed from an interior hallway and an interior hallway shall be accessible from a central lobby area contained within the hotel, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access.
- c) Exterior balconies of rooms shall not be allowed within 200 feet of any property zoned and/or developed as single-family unless located within an interior courtyard or physically screened or separated by another building or portion of a building, unless otherwise approved by the City Manager or designee.
- d) A porte-cochere or covered area must be provided immediately adjacent to the entrance with a registration desk. The porte-cochere or covered area must be sufficient to

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accommodate the temporary parking of at least two vehicles parked side by side for guests checking in and out.

- e) Brick pavers, stained or stamped concrete or a combination thereof shall be provided in all porte cochere areas and main drive locations.
- f) Building articulation shall be included on all facades and building materials shall comply with those of the zoning district.
- g) The main entrance or exit shall be located on a major street furthest from any residential district or as otherwise approved by the City Manager or designee.
- h) All entrances or exits of any incidental business within the Residence Hotel or Hotel Suites shall be from the inside of the principal hotel building or otherwise as approved by the City Manager or designee.

v. Interior Design Standards:

- a) Kitchenettes are allowed in rooms. Kitchenettes may not be in a separate room and shall be contained within the same room as the sleeping facilities.
- b) Restaurants, meeting rooms, clubhouse, and recreational facilities intended for the temporary residents and their guests are permitted.
- c) Each guest room shall have a minimum area of 300 square feet, including sleeping area, kitchen, bathroom and closet space.
- d) Finished floor ceiling heights for all first floor guest rooms shall be a minimum of nine feet.
- e) Finished floor ceiling heights for all guest rooms located on second stories and above shall be a minimum of eight feet.
- f) Window PTAC units shall not project beyond the façade walls of any unit.
- g) The Residence Hotel or Hotel Suites shall provide at least two from the list of amenities below:
 - 1. An indoor or outdoor swimming pool
 - 2. Weight room or fitness facility
 - 3. Business Center
 - 4. Sports Court

vi. Screening:

Screening walls adjacent to property lines shall be permitted and screening walls around swimming pools and other recreational facilities shall be permitted. However, no screening walls adjacent to streets, alleys or rights-of-way shall be permitted unless otherwise approved by the City Manager or designee.

vii. All minimum City requirements for Landscaping and Buffering, Off-Street Parking and Loading, Signs and all other applicable ordinances, and as amended, shall be met, except where provided herein.

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- viii. Owner must secure a Chapter 97 Lodging License and obtain a Certificate of Occupancy before operating a Residence Hotel or Hotel Suites. Owner must comply with Chapter 97 and maintain the Lodging License and Certificate of Occupancy in order to operate.

i. LIMITED SERVICE HOTEL:

- i. A Limited Service Hotel use must be evidenced by association with a Hotel Accommodation and Reservation Service, and the owner must provide proof of the collection and payment of State and local Hotel/Motel Occupancy Tax to the City upon request.

ii. Rate:

A daily rate shall be charged, and a weekly or bi-weekly rate shall not be charged.

iii. Design Standards:

- a) A Limited Service Hotel must contain 100 or more guest rooms.
- b) All guest rooms must be accessed from an interior hallway and an interior hallway shall be accessible from a central lobby area contained within the hotel, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access.
- c) Exterior balconies of rooms shall not be allowed within 200 feet of any property zoned and/or developed as single-family unless located within an interior courtyard or physically screened or separated by another building or portion of a building, unless otherwise approved by the City Manager or designee.
- d) A porte-cochere or covered area must be provided immediately adjacent to the entrance with a registration desk. The porte-cochere or covered area must be sufficient to accommodate the temporary parking of at least two vehicles parked side by side for guests checking in and out.
- e) Brick pavers, stained or stamped concrete or a combination thereof shall be provided in all porte cochere areas and main drive locations.
- f) Building articulation shall be included on all facades and building materials shall comply with those of the zoning district or as otherwise approved by the City Manager or designee.
- g) The main entrance or exit shall be located on a major street furthest from any residential district or as otherwise approved by the City Manager or designee.
- h) Building height shall be a minimum of four stories.

iv. Interior Design Standards:

- a) Each guest room shall have a minimum area of 275 square feet, including sleeping area, bathroom and closet space.
- b) Finished floor ceiling heights for all first floor guest rooms shall be a minimum of nine feet.
- c) Finished floor ceiling heights for all guest rooms located on second stories and above shall be a minimum of eight feet.

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- d) A Fitness Center/Exercise/Weight Room shall be provided.
- e) No kitchens are allowed in rooms, i.e. no ovens, burners or full-size refrigerators. Microwaves and/or under-counter refrigerators are permissible.
- f) A daily hot breakfast shall be provided for all registered guests. Breakfast area seating shall be at least 40 percent of the guest room count.
- g) Limited Service Hotels must provide meeting or conference rooms. Meeting or conference rooms shall consist of a minimum of 600 square feet. Individual guest rooms shall not be counted as meeting rooms.
 - 1. Also, the Limited Service Hotel shall provide at least two of the three amenities listed below:
 - A. Indoor or Outdoor Pool
 - B. Business Centers
 - C. Pantry (Sundry Shop)
- v. Guest Services:
 - a) Daily housekeeping service must be provided to each room at no extra charge.
 - b) Hotel staff must be available at all times to provide check-in/out services, custodial or maintenance services or other guest services.
- vi. All minimum City requirements for Landscaping and Buffering, Off-Street Parking and Loading, Signs and all other applicable ordinances, and as amended, shall be met, except where provided herein.
- vii. Owner must secure a Chapter 97 Lodging License and obtain a Certificate of Occupancy before operating a Limited Service Hotel. Owner must comply with Chapter 97 and maintain the Lodging License and Certificate of Occupancy in order to operate. (*Ord. No. 3265, 12/01/08*)
- j. NATURAL GAS EXPLORATION, DRILLING AND PRODUCTION:
(*Ord. No. 3145, 06/05/07*)

All natural gas exploration, drilling, production and related activities shall comply with Chapter 157, Carrollton Code of Ordinances, and as may be amended.
- k. ARCADE OR VIDEO ARCADE, EXCLUDING ADULT ARCADE:
(*Ord. No. 3331, 10/06/09*)
 - i. The number of simulated gambling devices may not exceed 75 percent of the total number of machines or tables located within the establishment.
 - ii. All simulated gambling devices shall be clearly visible at all times from the interior side of the front door of the establishment.
 - iii. Any windows located in perimeter walls of the establishment are prohibited from being obscured and shall be clear of any obstructions.
 - iv. A label identifying compliance with state law must be clearly displayed on each simulated gambling device located within the establishment.

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- v. The Certificate of Occupancy issued by the City showing approval to operate an arcade shall be clearly displayed in the establishment.
 - vi. A sign shall be posted on each simulated gambling device and on walls adjacent to such devices that states the following:

“This device is for entertainment purposes only and may not be used to provide payouts in violation of Section 47.01 of the Texas Penal Code.”
 - vii. Signs shall be posted throughout establishments containing simulated gambling devices such that no point in the establishment is more than 50 feet from the nearest sign. Such signs shall state:

“All devices are for entertainment purposes only. No device may be used for illegal gambling purposes. Violators will be prosecuted.”
 - viii. For establishments not approved for smoking, “No Smoking” signs shall be posted throughout the establishment such that no point in the establishment is more than 50 feet from the nearest sign. Such signs shall be in accordance with the requirements set forth in Section 93.04 of the Code of Ordinances.
 - ix. The hours of operations shall be established by the Special Use Permit and the approved hours of operations shall be clearly posted at the entrance of the establishment.
1. EVENT CENTERS AND RECEPTION HALLS:
(Ord. No. 3866, 07/10/18); (Ord. No. 3891, 12/11/18)
- i. Location – an event center shall be located around appropriate surrounding uses and shall not negatively affect the neighboring properties.
 - ii. Individual events shall not exceed 12 hours.
 - iii. Fixed seating is prohibited.
 - iv. Sufficient parking shall be provided in accordance with Article 24 Off Street Parking, Loading, and Stacking Regulations of the Comprehensive Zoning Ordinance, as amended.
 - v. An event center shall provide inside service only. However, service shall be permitted in an attached patio, garden or motion picture theater provided that such areas are accessed only from the main structure of the event center. However, none of these attached areas shall be used to calculate square footage requirements for the event center.
 - vi. A floor plan shall be associated with the approved ordinance for the Special Use Permit and is subject to meet all relevant building and fire codes.
 - vii. No electronically amplified sound generated shall be audible at any time beyond the boundary of the property on which the facility is located.
 - viii. Pre-purchased tickets and ticket sales at the door are not allowed. Non-profit events (i.e. political fundraisers or a registered charitable program in compliance with all state statutes) held at an event center or reception hall are allowed to be open to the general public and have pre-purchased tickets and ticket sales at the door.

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- ix. The certificate of occupancy and occupant load shall at all times be clearly displayed in the establishment.
- m. COMMUNICATIONS TOWERS:
(Ord. No. 3891, 12/11/18)
 - i. Applicability.
 - a) All new freestanding communication towers or existing communication towers increasing height shall require a Special Use Permit and be subject to the regulations in this subsection.
 - b) Applications for Special Use Permits under this Section shall be subject to the procedures of this Article, except as modified in this Section;
 - c) In granting a Special Use Permit, the City Council may impose conditions to the extent such conditions are necessary to minimize any adverse effect of the proposed tower on adjoining properties;
 - d) A Special Use Permit issued under this Section shall be conditioned upon verification by the Engineer or designee that such tower structure is structurally sound;
 - e) Communication towers listed under Exceptions, in Subsection 2, shall only be subject to Subsections 3 General Requirements and 7 Removal of an Abandoned Tower and Antennas. (Ord. No. 3891, 12/11/18)
 - ii. Exceptions. A Special Use Permit is not required for the following:
(Ord. No. 3943, 01/14/20)
 - a) *Amateur Radio Station Operators/Receive Only Operations.* This ordinance shall not govern any tower, or the installation of any antenna, that is under the allowed building height of the zoning district in which such structure is located and which is owned and operated by a federally-licensed amateur radio station operator or is used exclusively for receive only operations.
 - b) Communications equipment attached to an existing structure or on existing utility, communication, or transmission tower or pole shall be allowed as provided in Article 5 Use of Land and Structures.
 - c) A communication tower with communication equipment totally enclosed within or integrated into the design of any building or building feature permitted in the zoning district.
 - d) A communication tower providing essential service including but not limited to utility companies and public safety.
 - iii. General Requirements.
 - a) *Principal or Accessory Use.* Communications towers may be considered either principal or accessory uses. The use of an existing structure on the same lot for something other than a communications tower shall not preclude the installation of a tower on such lot.
 - b) *Setbacks and Height.* The following setback and height requirements shall apply to all communications towers. The City Council may adjust the setback and height requirements if deemed necessary.

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1. A 2:1 foot horizontal to vertical slope shall be the minimum setback between the height of the communication tower or antenna and any residential use and zoned tract.
 2. Communications towers are prohibited in the front yard and shall not be placed in front of the front facade of the principal building.
- c) *Aesthetics*. Communications towers shall meet the following requirements:
1. Communications towers shall be configured in a way that minimizes adverse impacts by careful design, landscape screening, and innovative camouflaging techniques or, subject to any applicable standards of the Federal Aviation Administration (FAA), be painted a neutral color so as to reduce visual obtrusiveness; and,
 2. At a tower site, the design of the buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend them into the natural setting and surrounding buildings.
- d) *Lighting*. Communications towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the lighting alternatives and design chosen must comply with all City regulations to the extent possible, and must cause the least disturbance to the surrounding views.
- e) *State or Federal Requirements*. All communications towers and antennas must meet or exceed current standards and regulations of the FAA, the FCC and any other agency of the state or federal government with the authority to regulate communications towers and antennas. If such standards and regulations are changed, then the owners of the communications towers governed by this Section shall bring such communications towers into compliance with such revised standards and regulations within six months of the effective date of such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring communications towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.
- f) *Building Codes; Safety Standards*. To ensure the structural integrity of communications towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable state or local building codes. If, upon inspection, the City of Carrollton concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have 30 days to bring such tower into compliance with such standards. Failure to bring such tower into compliance within said 30 days shall constitute grounds for the removal of the tower at the owner's expense.
- g) Any information of an engineering nature that the applicant submits, whether civil, mechanical or electrical, shall be certified by a Texas licensed professional engineer;
- h) *Signs*. No signs shall be allowed on a tower, antenna or on any portion of the premises used for wireless telecommunication use.
- i) *Co-Location and Multiple Antenna/Tower Plan*. The City of Carrollton encourages tower and antenna users to submit a single application for approval of multiple communications towers and to submit applications which utilize co-location with an existing

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communications equipment provider.

j) *Security Fencing.*

1. Communications towers shall be enclosed by security fencing not less than six feet in height and no more than eight feet in height.
2. A security wall consisting of brick or stone shall screen ground equipment.
3. Security screening may consist of weather resistant metal fencing if there is no ground equipment to screen.
4. The fencing shall be equipped with an appropriate anti-climbing device; provided, however, that the City Council may waive such requirements as it deems appropriate considering the public health, safety, and welfare.

k) *Landscaping.* The following requirements shall govern the landscaping surrounding communications towers; provided, however, that the City Council may waive such requirements if the goals of this chapter would be better served thereby:

1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the ground equipment from residential property. The standard buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound;
2. In locations where the visual impact of the tower would be minimal, the landscaping requirement may be reduced or waived; and,
3. Existing mature plant growth and natural land forms on the site shall be preserved to the maximum extent possible.

l) No communication towers shall be allowed on lots used or platted for mobile homes and manufactured homes, single-family detached, two-family, or single-family attached.

m) Communications towers are prohibited in any airport clear zone or landing zone designated by the FAA.

iv. *Information Required.* Applicants submitting a Special Use Permit for a tower shall provide the following information:

- a) A scaled site plan clearly indicating the location, type, and height of the proposed tower, on-site land uses and zoning, adjacent land uses and zoning (including when adjacent to other municipalities), adjacent roadways, proposed means of access, setbacks from property lines, elevation profile drawings of the proposed tower and any other structures, and other information deemed by the Planning Department to be necessary to assess compliance with this article;
- b) The setback distance between the proposed tower and the nearest residential unit and residentially zoned properties;
- c) Inventory or Existing Sites. Each applicant for a tower shall provide to the Planning Department an inventory of its existing communications towers or sites approved for communications towers that are either within the jurisdiction of the City of Carrollton or within one mile of the border thereof, including specific information about the location, height and design of each tower.

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1. Each applicant shall also provide the capacity for all other communications towers within the City. The Planning Department may share such information with other applicants applying for Special Use Permits under this Ordinance or with other organizations seeking to locate antennas within the jurisdiction of the City of Carrollton, provided, however that the Planning Department is not, by sharing such information, in any way representing or warranting that such sites are available or suitable.
 2. The separation distance from other communications towers described in the inventory of existing sites submitted, shall be shown on an updated site plan or map. The applicant shall also identify the type of construction of the existing tower(s) and the owner/operator of the existing tower(s), if known.
- d) Method of fencing and finished color and, if applicable, the method of camouflage and illumination.
 - e) A statement of compliance with all applicable federal, state or local laws;
 - f) A notarized statement by the applicant as to whether construction of the tower will accommodate co-location of additional antennas for future users;
 - g) Identification of the entities providing the backhaul network for the tower(s) described in the application and other communication towers owned or operated by the applicant in the municipality;
 - h) A description of the suitability of the use of existing communications towers, other structures or alternative technology not requiring the use of communications towers or structures to provide the services to be provided through the use of the proposed new tower; and,
 - i) A description of the feasible alternative location(s) of future communications towers within the City of Carrollton based upon existing physical, engineering, technological or geographical limitations in the event the proposed tower is erected.
- v. *Factors Considered in Granting Special Use Permits for Communications Towers.* In addition to any standards for consideration of Special Use Permit applications, the City Council shall consider the following factors in determining whether to issue a Special Use Permit, although the City Council may waive or reduce the burden on the applicant of one or more of these criteria if the City Council concludes that the goals of this Ordinance or public health, safety, and welfare are better served thereby:
- a) Height of the proposed tower
 - b) Proximity of the tower to residential structures and residentially zoned district boundaries
 - c) Nature of uses on adjacent and nearby properties
 - d) Surrounding topography
 - e) Surrounding tree coverage and vegetation
 - f) Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness
 - g) Proposed ingress and egress, and,

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- h) Availability of suitable existing communications towers, other structures, or alternative technologies not requiring the use of communications towers or structures, as provided below.

Availability of Suitable Existing Communications Towers, Other Structures, or Alternative Technology. No new communication tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the City Council that no existing tower, structure or alternative technology that does not require the use of communications towers or structures can accommodate the applicant's proposed communication equipment. An applicant shall submit information requested by the City Council related to the availability of suitable existing communications towers, other structures or alternative technology. Evidence submitted to demonstrate that no existing tower, structure or alternative technology can accommodate the applicant's proposed communication equipment may consist of any of the following:

1. No existing communications towers or structures are located within the geographic area which meets applicant's engineering requirements;
2. Existing communications towers or structures are not of sufficient height to meet applicant's engineering requirements;
3. Existing communications towers or structures do not have sufficient structural strength to support applicant's proposed antenna or related equipment;
4. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing communications towers or structures, or the antenna on the existing communications towers or structures would cause interference with the applicant's proposed antenna;
5. The applicant demonstrates that there are other limiting factors that render existing communications towers and structures unsuitable; or,
6. The applicant demonstrates that an alternative technology that does not require the use of communications towers or structures, such as a cable microcell network using multiple low-powered transmitters/receivers attached to a wireline system, is unsuitable. Costs of alternative technology that exceed new tower or antenna development shall not be presumed to render the technology unsuitable.

vi. *Co-Location.*

- a) *Good Faith.* Applicants and permittees shall cooperate and exercise good faith in co-locating communications equipment facilities on the same support structures or site, if the City so requests. Good faith shall include sharing technical information to evaluate the feasibility of co-location, and may include negotiations for erection of a replacement support structure to accommodate co-location. A competitive conflict to co-location or financial burden caused by sharing such information normally will not be considered as an excuse to the duty of good faith.
- b) *Third Party Review.* In the event a dispute arises as to whether a permittee has exercised good faith in accommodating other users, the City may require the applicant to obtain a third party technical study at the applicant's expense. The City may review any information submitted by the applicant and permittee(s) in determining whether good

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faith has been exercised.

- c) *Exceptions.* No co-location may be required where the shared use would or does result in significant interference in the broadcast or reception capabilities of the existing communications equipment facilities or failure of the existing communications equipment facilities to meet federal standards for emissions.
- d) *Violation; Penalty.* Failure to comply with co-location requirements when feasible may result in denial of a permit request or revocation of an existing permit.

vii. *Removal of an Abandoned Tower and Antennas.*

Any tower or antenna that is not operated for a continuous period of 90 days shall be considered abandoned, and the owner of such tower or antenna shall remove the same within 90 days of the cessation of operation. Failure to remove an abandoned tower or antenna within said 90 day period shall be grounds to remove the tower or antenna at the owner's expense. If a communication tower has been determined by the City to have been abandoned, the owner, at their expense, shall remove the structure within 90 days of the notice date.

viii. *Pre-Existing Communications Towers.*

Pre-existing communications towers shall be allowed to continue their usage as they presently exist, subject to Article 22 Nonconforming Uses and Structures. All existing communication towers which are increasing the quantity or size of ground equipment shall be subject to the screening requirements of this subsection. (*Ord. No. 4035, 10/12/21*)

n. **ELEMENTARY & SECONDARY SCHOOLS, PRIVATE** (*Ord. No. 4035, 10/12/21*)

A Traffic Impact Analysis (TIA) is required.

o. **GASOLINE STATION:** (*Ord. No. 4035, 10/12/21*)

- i. Semi-tractor trailer truck parking spaces are prohibited.
- ii. Canopy and canopy support columns shall be architecturally compatible to main building onsite.
- iii. The average landscape buffer shall be a minimum fifteen feet in width, but no less than ten feet minimum width at any point, adjacent to street rights-of-way or street easements and shall be maintained as permanent green space.

ARTICLE 22
NONCONFORMING USES AND STRUCTURES
(Ord. No. 2835; 07/01/03)

Hereafter, no nonconforming use of land or buildings, nor any nonconforming structures shall be enlarged, changed, altered or repaired, except in accordance with the provisions of this Article.

SECTION A. TYPES OF NONCONFORMITY.

1. Any use of land or buildings which was in existence and lawfully operating on the effective date of this ordinance or amendments hereto, and has since been in regular and continuous use, but which does not conform to the use regulations prescribed in this ordinance or amendments hereto shall be deemed a nonconforming use.
2. Any building or structure which was in existence and lawfully constructed and located on the effective date of this ordinance or amendments hereto, and has since been in regular and continuous use, but which does not conform to the lot area, lot dimensions, front yard, side yard, rear yard, coverage, height, floor area ratio, parking, loading, building spacing, screening, landscaping, exterior brick or stone content or other regulations as prescribed in this ordinance shall be deemed a nonconforming building or structure, except as specifically exempted by other sections of this ordinance.

SECTION B. NONCONFORMING STATUS.

A nonconforming status under the provisions of this ordinance shall exist when:

1. A use or structure, which does not conform to the regulations prescribed for the district in which such use or structure is located, was in existence and lawfully constructed, located or operating on the effective date of this ordinance or amendments hereto and has since been in regular and continuous use; or
2. A use or structure, which does not conform to the regulations prescribed in the district in which such use or structure is located, was in existence at the time of annexation into the City of Carrollton and has since been in regular and continuous use.

SECTION C. NONCONFORMING USES.

1. TERMINATION OF NONCONFORMING USES:
 - a. It is the declared purpose of this ordinance that nonconforming uses be eventually discontinued and the use of the premises be required to conform to the regulations prescribed herein having due regard for the investment in such nonconforming uses. However, any single-family or duplex use lawfully existing on the effective date of this ordinance shall be hereafter deemed a lawful

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use.

- b. A nonconforming use may be continued subsequent to the effective date of this ordinance or amendments hereto, provided that such continuance is in accordance with the provisions of this Article and all other applicable codes of the City of Carrollton necessary to ensure adequate protection and safety of adjacent property and the users and occupants of such nonconforming use. However, the right to operate a nonconforming use shall cease and such use shall be terminated under any of the following circumstances:
 - i. Whenever a nonconforming use is abandoned, all nonconforming rights shall cease, and the use of the premises shall henceforth be in conformance with this ordinance. Abandonment shall be the voluntary act of the user and/or owner to discontinue a use for a period of 180 consecutive days or more; or (*Ord. No. 1947, 10/19/93*)
 - ii. The violation of any of the provisions of this ordinance or violation of any ordinance of the City of Carrollton with respect to a nonconforming use shall cause the immediate termination of the right to operate such nonconforming use; or
 - iii. Whenever a nonconforming use is changed to a conforming use by a change of zoning so as to achieve compliance with the provisions of a new or different zoning district; or
 - iv. Whenever a nonconforming use is changed to a conforming use; or
 - v. Whenever the structure containing a nonconforming use is totally destroyed, the structure can be rebuilt, and a use established, only in accordance with the current zoning regulations which have been applied to the land; or
 - vi. Whenever the structure in which a nonconforming use is housed, operated or maintained is damaged by fire or other causes to the extent of more than 50 percent, but less than the total, of the reasonable value of the structure on the date of the damage, the right to operate such nonconforming use shall cease, except upon action of the Board of Adjustment to permit reconstruction of such structure and continuance of the nonconforming use. Such action by the Board of Adjustment shall have due regard for the property rights of the person or persons affected, and shall be considered in regard to the public welfare, character of the area surrounding such structure, and the conservation, preservation and protection of property. (*Ord. No. 3826, 08/15/17*)
 - vii. In the event that a nonconforming structure is partially destroyed, that is where damage does not exceed 50 percent of the reasonable value of the structure on the date of the damage, the structure may be rebuilt upon approval of a building permit by the City Manager or Designee. (*Ord. No. 3826, 08/15/17*)
- c. The right to maintain or operate a nonconforming use may be terminated by the Board of Adjustment in accordance with the provisions of Article 33 of this ordinance.

2. CHANGING NONCONFORMING USES:

- a. Any nonconforming use may be changed to a conforming use, and once such change is made, the use shall not thereafter be changed back to a nonconforming use.

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- b. A change of use from one nonconforming use to another nonconforming use may be made only upon approval of the Board of Adjustment, in accordance with Article 33 of this ordinance, provided that such change is to a use of a more restricted classification. In the event that a nonconforming use is changed to a nonconforming use of a more restricted classification, the building or structure containing such nonconforming use shall not later be reverted to the former lower or less restricted classification. (*Ord. No. 1557, 07/11/89*)
- c. A nonconforming use may be expanded or enlarged only upon approval of the Board of Adjustment, in accordance with Article 33 of this ordinance.
- d. No structural alterations, which include expansion or enlargement, are permitted on a structure containing a nonconforming use, except upon approval by the Board of Adjustment in accordance with Article 33 of this ordinance, unless such alterations are specifically authorized by this ordinance.

A structure or building within which a nonconforming use is located shall be maintained in a standard code condition, or modified as required by law, to ensure the safety and welfare of the occupants. Such structure or building can be remodeled without approval of the Board of Adjustment provided that no structural alterations are made.

3. LIMITATIONS ON CHANGING NONCONFORMING USES:

Consideration by the Board of Adjustment for changing a nonconforming use shall be contingent upon the following:

- a. No nonconforming use shall be changed to another nonconforming use which requires more off-street parking spaces or off-street loading space than the original nonconforming use, unless additional off-street parking and loading space is provided so as to comply with the requirements of Article 24.
- b. No nonconforming use may be expanded or increased beyond the lot or tract upon which such nonconforming use is located as of the effective date of this ordinance, except to provide off-street loading or off-street parking space for such use.
- c. All nonconforming uses being expanded under the provisions of this ordinance shall comply with all other applicable provisions of this ordinance and the applicable codes of the City of Carrollton.

SECTION D. NONCONFORMING STRUCTURES.

1. TERMINATION OF NONCONFORMING STRUCTURES:

- a. It is the declared purpose of this ordinance that nonconforming structures be eventually discontinued and that structures be required to conform to the regulations prescribed herein having due regard for the investment in such nonconforming structures. However, any single-family or duplex structure lawfully existing on the effective date of this ordinance shall be hereafter deemed a lawful structure.
- b. The use of a nonconforming structure may be continued subsequent to the effective date of this

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ordinance or amendments hereto, provided that such continuance is in accordance with the provisions of this Article and all other applicable codes of the City of Carrollton necessary to ensure adequate protection and safety of adjacent property and the users and occupants of such nonconforming structure. However, the right to continue a nonconforming structure shall cease and such use contained therein shall be terminated under any of the following circumstances:

- i. Whenever a nonconforming structure is abandoned, all nonconforming rights shall cease, and the structure shall henceforth be in conformance with this ordinance. Abandonment shall be the voluntary act of the user and/or owner to discontinue a use for a period of 180 consecutive days or more.

An abandoned nonconforming structure may be occupied, and the nonconforming rights reestablished, only upon approval of the Board of Adjustment in accordance with Article 33 of this ordinance. (*Ord. No. 1947, 10/19/93*)

- ii. The violation of any of the provisions of this ordinance or violation of any ordinance of the City of Carrollton with respect to a nonconforming structure shall cause the immediate termination of the right to occupy such nonconforming structure; or
- iii. Whenever a nonconforming structure is changed to a conforming structure by a change of zoning so as to achieve compliance with the provisions of a new or different zoning district; or
- iv. Whenever a nonconforming structure is changed to a conforming structure; or
- v. Whenever a nonconforming structure is totally destroyed, the structure can be rebuilt, and a use established, only in accordance with the current zoning regulations which have been applied to the land; or
- vi. Whenever the structure in which a nonconforming use is housed, operated or maintained is damaged by fire or other causes to the extent of more than 50 percent, but less than the total, of the reasonable value of the structure on the date of the damage, the right to operate such nonconforming use shall cease, except upon action of the Board of Adjustment to permit reconstruction of such structure and continuance of the nonconforming use. Such action by the Board of Adjustment shall have due regard for the property rights of the person or persons affected, and shall be considered in regard to the public welfare, character of the area surrounding such structure, and the conservation, preservation and protection of property. (*Ord. No. 3826, 08/15/17*)
- vii. In the event that a nonconforming structure is partially destroyed, that is where damage does not exceed 50 percent of the reasonable value of the structure on the date of the damage, the structure may be rebuilt upon approval of a building permit by the City Manager or Designee. (*Ord. No. 3826, 08/15/17*)
- viii. The right to maintain or operate a nonconforming structure may be terminated by the Board of Adjustment in accordance with the provisions of Article 33 of this ordinance.
- c. Nothing contained herein shall be construed to prohibit the strengthening or repair of any part of any nonconforming structure declared unsafe by the City Manager or Designee, unless such repairs exceed 50 percent of the reasonable value of the structure. In such case the right to operate, occupy or maintain such structure may be terminated by action of the Board of

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Adjustment, and such structure shall be demolished. (*Ord. No. 3826, 08/15/17*)

2. CHANGING NONCONFORMING STRUCTURES:

- a. A nonconforming structure may be expanded or enlarged up to 50 percent of its value, as such value is established at the time of application for a building permit. However, all expansion or enlargement of such structure shall be in compliance with all applicable regulations of the district in which such structure is located.
- b. A nonconforming structure may be expanded or enlarged in excess of 50 percent of its current value only upon approval of the Board of Adjustment. In such instance, current value shall be established at the time of application for a hearing before the Board of Adjustment.

If such expansion or enlargement is approved by action of the Board of Adjustment, all provisions of the district in which such structure is located shall apply to the entire lot or parcel upon which such structure is located, and shall be applicable to the existing structure(s) as well as any new construction on the lot or parcel.

SECTION E. MISCELLANEOUS REQUIREMENTS.

1. CONSTRUCTION APPROVED PRIOR TO THIS ORDINANCE:

Nothing contained herein shall require any change in the plans, construction, or designated use of a building legally under construction, or for which a permit for construction has been issued, at the time of passage of this ordinance or amendment hereto. Legally under construction shall mean that, at a minimum, the foundation of such building is lawfully under construction at the time of passage of this ordinance or amendment hereto.

2. NONCOMPLIANCE DUE TO OUTSIDE ACTION:

Where a lot, tract, or parcel is occupied by a lawful structure, and where the acquisition of right-of-way, by eminent domain, dedication or purchase, by a city, county, state, or federal agency creates noncompliance of the structure regarding any requirement of this ordinance, such structure shall be deemed a lawful structure. Such designation shall apply only to noncompliance that results directly from the acquisition of right-of-way. In the event that such structure is partially or totally destroyed by fire or other causes, the structure may be rebuilt upon approval of a building permit by the City Manager or Designee.

Any new construction on the lot, tract, or parcel, including expansion of any existing structure, shall comply with all applicable zoning standards, and building setbacks of the expansion or new construction shall be measured relative to the new right-of-way line. (*Ord. No. 1977, 04/19/94*)

3. VALIDATION OF NON CONFORMING USES AND STRUCTURES:

(*Ord. No. 2258, 04/15/97; Ord. No. 3331, 10/06/09*)

Any use of land or building or any building or structure which was in existence on January 1, 1997, but which does not conform to the use regulations or does not conform to the lot area, lot dimensions,

ARTICLE 22 NONCONFORMING USES AND STRUCTURES

front yard, side yard, rear yard, lot coverage, height, floor area ratio, parking, loading, building spacing, screening, landscaping, exterior brick, stone or masonry regulations of this ordinance shall be hereafter deemed lawful in the (FWY) Freeway District, as established on the Official Zoning Map, dated January 1, 1997. Application for validation of uses in existence on January 1, 1997, that are not included on a current Certificate of Occupancy, must be received on or before October 15, 1997.

- a. Property which is sold or leased shall continue to retain the lawful status.
- b. The existing use may be expanded in conformance with the current, applicable area regulations by a maximum of 100 percent.
- c. New uses shall be permitted by Article 5 of the Comprehensive Zoning Ordinance.
- d. If a use is discontinued for a period of 270 or more days, the subsequent use of the property shall be permitted in conformance with Article 5 of the Comprehensive Zoning Ordinance.
- e. Whenever a structure is partially or completely destroyed by fire or any cause, the use shall be allowed to continue unless it is discontinued for a period of 270 or more days. After that period of time, use of the property shall be permitted in conformance with Article 5 of the Comprehensive Zoning Ordinance. Any new construction shall be in accordance with the current development standards of the applicable zoning district.

ARTICLE 23

ADULT ENTERTAINMENT ESTABLISHMENTS

SECTION A. PURPOSE.

1. The regulations established herein are intended to ensure that the adverse effects created by Adult Entertainment Establishments are minimized and controlled so as not to cause or contribute to crime, increased blighting, or downgrading of adjacent property and the surrounding neighborhood by restricting their proximity to public parks, schools, hospitals, churches, certain governmental and civic facilities, and residentially zoned areas.
2. The regulations established herein are intended to protect and preserve the quality, property values, integrity and character of the City's neighborhoods and commercial districts, deter the spread of urban blight, and protect the citizens of Carrollton from the objectionable effects of Adult Entertainment Establishments.
3. It is the intent of this Article to prevent the concentration of Adult Entertainment Establishments within the City of Carrollton. The provisions of this Article are not intended to impose a limitation or restriction on the content of any communicative materials, nor restrict or deny access by adults to sexually oriented materials protected by the First Amendment to the Constitution of the United States, nor to deny access by distributors and exhibitors of sexually oriented entertainment to their intended market.

SECTION B. USES REGULATED.

Uses regulated by the provisions of this Article shall hereinafter be designated as Adult Entertainment Establishments, and shall be further defined as follows:

1. An Adult Entertainment Establishment shall be defined as any commercial establishment open to the public which:
 - a. Displays, distributes, issues, gives, provides, lends, delivers, transfers, transmits, circulates, disseminates, presents, exhibits, advertises, sells, rents or leases a substantial or significant portion, as herein defined, of its stock in trade, any material defined by the Texas Penal Code, Section(s) 43.21 and/or 43.24, or characterized by the depiction of "specified anatomical areas" or "specified sexual activities", as such are herein defined; or
 - b. Utilizes a substantial or significant portion, as herein defined, of its display areas, including but not limited to, floor, shelf, rack, table, stand or case display areas, boxes, cabinet drawers, cartons, or any other storage area or apparatus, for any material defined by the Texas Penal Code, Section(s) 43.21 and/or 43.24 or characterized by the depiction of "specified anatomical areas" or "specified sexual activities", as such are herein defined; or

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- c. Exhibits for a substantial or significant portion, as herein defined, of the total presentation time any material defined by the Texas Penal Code, Section(s) 43.21 and/or 43.24 or characterized by the depiction of "specified anatomical areas" or "specified sexual activities", as such are herein defined.
2. An Adult Entertainment Establishment shall be further defined as any commercial establishment open to the general public which involves employees or customers who engage in conduct which is distinguished or characterized by "specified sexual activities" or "specified anatomical areas", as herein defined.
3. The definition of Adult Entertainment Establishment and the provisions of this Article shall apply to the opening or commencement of a new business, the conversion of an existing business to any sexually oriented business, the addition to or expansion of an existing Adult Entertainment Establishment, or the relocation of any Adult Entertainment Establishment.
4. Adult Entertainment Establishments specifically identified and regulated by the provisions of this Article shall include, but are not necessarily limited to:
 - a. Adult arcades
 - b. Adult bookstores
 - c. Adult cabarets
 - d. Adult motion picture theaters
 - e. Adult theaters
 - f. Escort agencies
 - g. Massage parlors
 - h. Nude modeling studios
 - I. Sexual encounter centers

SECTION C. LOCATIONAL CRITERIA.

1. OPERATION:
 - a. It shall be unlawful to operate an Adult Entertainment Establishment, as herein defined, within the City of Carrollton unless such use is located on property zoned to the (HC) Heavy Commercial District of the City of Carrollton.
 - b. Adult Entertainment Establishments shall be excluded as a permitted use on any property which is zoned by reference to the (C) or (HC) Commercial Districts in an ordinance creating a (PD) Planned Development District.
 - c. Adult Entertainment Establishments shall be subject to, and comply with, the rules and provisions of the building code, fire code, or any other applicable code or ordinance of the City of Carrollton. Where conflict exists between the prescriptions established in this Article and the requirements

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of the building code, fire code, or any other applicable code or ordinance of the City of Carrollton, then the more restrictive requirements shall apply.

2. LOCATION:

- a. An Adult Entertainment Establishment, as herein defined:
 - i. Shall not be located or expanded within 1,000 feet of any residentially zoned property; and
 - ii. Shall not be located or expanded within 1,000 feet of any other Adult Entertainment Establishment; and
 - iii. Shall not be located or expanded within 1,000 feet of any church, synagogue or temple, civic facility, hospital, school or public park, as such uses are defined by this ordinance, or any day care center, day nursery or kindergarten operating under authorization of a Special Use Permit approved by the City of Carrollton.
- b. Measurements pursuant to Section C(2)(a) shall be made in a straight line, without regard to intervening structures or objects, from the nearest portion of the building or structure used as a part of the premises of an Adult Entertainment Establishment to:
 - i. The nearest boundary of a district restricted to any residential use by the Comprehensive Zoning Ordinance of the City of Carrollton; and
 - ii. The nearest portion of the building or structure used as a part of the premises of any other Adult Entertainment Establishment; and
 - iii. The nearest property line of the premises of a church, synagogue, temple, civic facility, hospital, school, public park, day care center, day nursery, or kindergarten.

SECTION D. BUILDING REQUIREMENTS.

1. FREESTANDING BUILDING:

An Adult Entertainment Establishment shall be located in a freestanding building, containing no other uses or Adult Entertainment Establishments.

2. EXTERIOR SIGNS:

Exterior signs located on the building or premises of an Adult Entertainment Establishment shall conform to the requirements of Chapter 153 of the Carrollton Code of Ordinances, otherwise known as the Sign Ordinance. Such exterior signs shall not advertise, either graphically or verbally, either by explicit or literal expression, connotation, or implied reference, any "specified sexual activity" or "specified anatomical area", as herein defined. (*Ord. No. 1947, 10/19/93*)

3. SCREENING:

- a. Screening walls applicable to the separation of uses, screening of satellite television reception dishes, trash receptacles, and other items shall be provided in accordance with the prescriptions

ART. 23 ADULT ENTERTAINMENT ESTABLISHMENTS

established in Article 25 of this ordinance.

4. LANDSCAPING:

Landscaping shall be provided on the premises of any Adult Entertainment Establishment in accordance with the prescriptions established in Article 25 of this ordinance. (*Ord. No. 3943, 01/14/20*)

ARTICLE 24 OFF-STREET PARKING, LOADING AND STACKING

SECTION A. PURPOSE.

1. It is the purpose of this Article to establish specific standards for the provision of off-street parking and loading space for every type of land use within the City of Carrollton.
2. It is the purpose of this Article to lessen congestion on public thoroughfares and reduce public safety hazards caused by a failure to provide adequate parking and loading spaces.
3. It is the purpose of this Article to facilitate the adequate and safe provision of transportation and expedite the movement of traffic on public thoroughfares through recognition that the provision of off-street parking and loading must be responsive to the diverse requirements of individual land uses.

SECTION B. OFF-STREET PARKING AND LOADING SPACES REQUIRED.

In all districts, for every use, there shall be provided at the time any building or structure is erected, enlarged or increased in capacity, or at the time any other use is established, off-street parking and loading spaces in accordance with the provisions specified herein.

Compliance with the requirements of this Article shall be considered a condition precedent to the receipt of a Certificate of Occupancy from the City of Carrollton for any use.

SECTION C. SCHEDULE OF MINIMUM OFF-STREET PARKING REQUIREMENTS.

In all zoning districts there shall be provided off-street parking space in accordance with the following requirements.

The classification of uses referred to herein shall be deemed to include and apply to all uses. However, if for any reason the use, for the purpose of determining the amount of off-street parking space to be provided for such use, is not classified hereunder nor in Article 5 of this ordinance, the City Manager or Designee shall determine if such proposed use is similar in nature to any other use listed hereunder or in Article 5. If a similar use is identified, then the proposed use shall meet the minimum off-street parking requirements of such similar use. However, if no similar use is identified by the City Manager or Designee, an amendment to this Article may be requested to establish off-street parking requirements of such proposed use. Such amendment shall be in accordance with Article 32 of this ordinance.

Any appeal of the City Manager or Designee's interpretation as to the nature or type of use, for the purpose of determining the classification and applicability of the parking regulations prescribed hereunder for such use, shall be submitted to the Board of Adjustment for consideration in accordance with the provisions of Article 33 of this ordinance.

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

At a minimum, off-street parking space shall be provided for such uses as follows. Some uses may require the provision of off-street vehicle stacking spaces. For uses denoted by (*), reference Section D of this Article for stacking requirements.

Required parking in the (TC) Transit Center Districts shall be in accordance with Article 20 of this ordinance. Uses not listed in Article 20 shall require parking in accordance with this Article. (Ord. No. 4261; 05/20/25)

Land Use	Minimum Spaces Required
a. Residential	
Multifamily	1.5 per dwelling unit
Hotel, motel or membership lodging	1.1 spaces per each guest suite
Residence hall, dormitory, rooming or boarding house	1 per each guest suite
Single family detached dwelling (including mobile homes)	2 per dwelling unit
Single family attached dwelling, duplex	2 per dwelling unit plus 1 guest parking space per 4 dwelling units
b. Institutional	
Adult day care center	1 per each 500 sq. ft. of floor area
Continuing Care Retirement or Assisted Living	0.5 per dwelling unit or suite
Church, synagogue or temple without a private school	1 per each 50 sq. ft. in sanctuary including balconies
Church, synagogue or temple with a private school	1 per each 50 sq. ft. in sanctuary including balconies or the applicable standard for each school use, whichever is greater
Cultural center	1 per each 400 sq. ft. of floor area
Funeral home/parlor or mortuary	1 per each 75 sq. ft. of floor area plus 1 per vehicle maintained on the premises plus 1 per employee
Hospital	1 per each bed
Pre-school or child day care services *	0.2 per student
Nursing care facility	1 per each 3 beds
Place of assembly, dance hall, exhibition center, auditorium or concert hall	1 per each 50 sq. ft. of assembly area
Senior Living or homes for the elderly	1.2 per dwelling unit or suite
Senior citizen center	1 per each 200 sq. ft. of floor area
School (elementary or middle)	0.2 per student
School (high), college or university	0.4 per student

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

Land Use	Minimum Spaces Required
c. Commercial	
Automobile, farm implement, heavy machinery, marine and aircraft, motor-cycle and truck sales or leasing	1 per each 4,000 sq. ft. of site area, with a minimum of 5 spaces
Commercial or trade school	1 per each 90 sq. ft. of classroom area
Convenience market with or without fuel station *	1 per 250 sq. ft. of floor space
Dry Cleaners	1 per each 350 sq. ft. of floor area
Event Centers and Reception Halls	1 per each 125 sq. ft. of floor area (<i>Ord. No. 4261; 05/20/25</i>)
Equipment sales, rental or leasing service	1 per each 250 sq. ft. of floor area, plus 1 per each 1,000 sq. ft. of site area exclusive of buildings
Farmers market, flea market or public market	1 per each 500 sq. ft. of floor area, plus 1 per each 1,000 sq. ft. of site area exclusive of buildings
Furniture or appliance store	1 per each 750 sq. ft. of floor area
Garage Condominium	1 per each 2,000 sq. ft. of floor area
Kiosk, drive through only *	1 per each 250 sq. ft. of floor area, with a minimum of 2 spaces
Lumber yard, building material and hardware sales	1 per each 250 sq. ft. of floor area plus 1 per each 1,000 sq. ft. of wholesale or storage area
Medical or dental clinic	1 per each 300 sq. ft. of floor area
Mini-storage warehouse	1 per each 40 storage units, with a minimum of 4 spaces
Mobile collection/redemption center	2 spaces
Office or financial institution *	1 per each 450 sq. ft. of floor area, with a minimum of 4 spaces
Other commercial services not otherwise listed	1 per each 500 sq. ft. of floor area
Plant nursery or garden shop	1 per each 200 sq. ft. of floor area plus 1 per each 2,000 sq. ft. of site area used for storage or display
Quick lube facility; Auto Repair *	1 per each 500 sq. ft. of floor area
Restaurant, Full Service (without a drive through)	1 per each 150 sq. ft. of floor area
Restaurant, Limited Service (with a drive through) *	1 per each 175 sq. ft. of floor area with a minimum of 4 spaces
Restaurant – walk-up/take-out only (with minimal seating)	1 per each 225 sq. ft. of floor area
Retail, mixed/multiple use shopping center *	0 to 50,000 sq. ft. of total building floor area - 1 per each 300 sq. ft. of floor area. More than 50,000 sq. ft. of total building floor area - 1 space for each 350 sq. ft. of floor area with a maximum of 1 space for each 250 sq. ft. of floor area. Any freestanding building must provide their required parking

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

	for that use. <u>Uses such as fitness centers, event centers, and places of worship, which require significantly more parking than standard retail uses, will be assessed at the appropriate parking ratios for those individual uses. (Ord. No. 4261; 05/20/25)</u>
Land Use	Minimum Spaces Required

c. Commercial (Cont.)	
Snow cone stand in a portable building	4 spaces plus 1 space for every two employees (maximum on duty at day or night)
Unmanned equipment building/cellular/PCS tower	0 spaces

d. Recreation and Amusements	
Bowling alley	3.5 per each lane or alley
Fitness or Recreational Sports Center	1 per each 250 sq. ft. of floor area
Fraternal organization/lodge or Community recreation center	1 per each 250 sq. ft. of floor area
Golf Course (private or public)	5 per each green plus applicable standards for each non-residential use
Golf driving range	1 per each driving station or tee box
Indoor cheerleading, tumbling, gymnastics, soccer, trampoline/jumping; no bleachers or tournaments	1 per each 325 sq. ft. of playing field area
Indoor cheerleading, tumbling, gymnastics, soccer, trampoline/jumping; with bleachers or tournaments	1 per each 200 sq. ft. of playing field area
Motion picture theater	1 per each 3.5 seats
Neighborhood amenity center	5% of total number of dwelling units in the development with a minimum of 4 spaces
Other indoor recreation or amusement uses or activities not listed herein	1 per each 200 sq. ft. of activity area
Other outdoor recreation or amusement uses or activities not listed herein	1 per each 3,000 sq. ft. of activity area
Public community swimming pool	1 per each 75 sq. ft. of deck and water surface area
Public community tennis courts	2 per court
Stadium or sports arena	1 per each 4 seats (bench seats, 1 per 8 feet)

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Land Use	Minimum Spaces Required
e. Industrial	
Dead storage facility	1 per each 10,000 sq. ft. of storage area, plus applicable standards for each non-storage use, with a minimum of 4 spaces
Call center	1 per each 150 sq. ft. of floor area
Manufacturing, assembly, fabrication and internet retail distribution	1 per each 1,500 sq. ft. of manufacturing, assembly, fabrication, or distribution space, or 1 per each 2 employees (maximum on-duty day or night), whichever is greater
Material recycling center	1 per each 1,000 sq. ft. of processing space, excluding outside storage areas; or plus 1 per each 2 employees (maximum on-duty day or night), whichever is greater
Warehousing and wholesaling services	0 to 100,000 sq. ft. of total warehouse area - 1 per each 3,000 sq. ft. of warehouse area; or More than 100,000 sq. ft. of total warehouse area - 1 per each 5,000 sq. ft. of warehouse area

SECTION D. SCHEDULE OF STACKING REQUIREMENTS.

Off-street vehicle stacking spaces shall be provided, at a minimum, in accordance with the following schedule. Except as provided for in subsection h. below, vehicle stacking space shall mean a paved area of not less than eight feet in width nor less than 22 feet in length, and shall be constructed in accordance with the applicable standards of the City of Carrollton.

No off-street vehicle stacking shall be permitted within a designated fire lane. Areas designated to satisfy the requirements for off-street stacking spaces shall not be permitted to encroach upon or occupy a fire lane, driving aisle, or parking space. (*Ord. No. 1557, 07/11/89*)

1. AUTOMOBILE QUICK LUBE FACILITY:

One space in the service bay, plus one additional stacking space for each service bay

2. CAR WASH:

- a. Drive-Thru/Automated Service (Principal Use): One space in the wash bay, plus four stacking spaces per service lane
- b. Drive-Thru/Automated Service (Accessory Use): One space in the wash bay, plus two stacking spaces per service lane
- c. Self-Service (Open Bay): One space in each wash bay, plus one stacking space at each wash bay entrance
- d. Vacuum and/or Drying Area: One space at each vehicle drying area and/or vacuum island

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

3. FINANCIAL INSTITUTION:

- a. One space at each drive-up service window or station, plus three additional stacking spaces for each service lane. *(Ord. No. 3331, 10/06/09); (Ord. No. 3716, 12/01/15)*
- b. Drive-up Automated Teller Machine (ATM): One space at each automated drive-up teller machine (ATM), plus one additional stacking space for each station. *(Ord. No. 2666, 03/05/02); (Ord. No. 3331, 10/06/09); (Ord. No. 3716, 12/01/15)*

4. KIOSK, FOOD SALES OR SERVICE; SNOW CONE STAND IN A PORTABLE BUILDING:

One space at each drive-up service window, plus three additional stacking spaces for each window; *(Ord. No. 1714, 06/18/91); (Ord. No. 3439, 05/03/11)*

5. PRESCHOOL AND CHILD DAY CARE SERVICES:

- a. 50 percent of the required parking spaces shall be located adjacent to the main entrance of the kindergarten or day care center and situated such that children will not be required to cross a fire lane, driveway, or any other point of vehicular travel to enter the building or facility; and
- b. A sidewalk, with a minimum width of six feet excluding vehicular overhang, shall be provided adjacent to the parking spaces between the building and parking spaces.

6. RETAIL USES WITH DRIVE-UP FACILITIES:

One space for each drive-up window, plus two additional stacking spaces for each window;

7. RESTAURANT, WITH A DRIVE-THROUGH WINDOW: *(Ord. No. 3421, 01/11/11); (Ord. No. 3465, 12/06/11)*

One space for each drive-up window, plus five additional stacking spaces *(Ord. No. 3331, 10/06/09); (Ord. No. 3716, 12/01/15)*

8. GASOLINE SERVICE PUMP ISLANDS STACKING SPACES SHALL BE:

A minimum of one space not less than eight feet in width nor less than 30 feet in length per side at each fuel dispensing station; and shall be constructed in accordance with the applicable standards of the City of Carrollton.

A single stacking space shall be provided after the final window, order board or stopping point to allow vehicles to pull clear of the transaction area prior to entering an intersecting on-site driving aisle.

SECTION E. DESIGN STANDARDS OF OFF-STREET PARKING SPACES.

All off-street parking areas and spaces shall be designed and constructed in accordance with the following requirements:

1. All off-street parking areas and spaces shall be designed and constructed so as to have free ingress and egress to a public thoroughfare during operating hours.
2. All maneuvering for off-street parking shall be accomplished on private property, except in the case of one- and two-family dwelling units.
3. Tandem parking for multi-family residential developments shall not be allowed to meet the minimum parking requirements. *(Ord. No. 3716, 12/01/15)*
4. Minimum Dimensions for Off-Street Parking Areas:
 - a. Minimum dimensions for off-street parking spaces and maneuvering aisles shall be determined by the application of the parking dimension matrix as shown in Figure 1 of this Article. *(Ord. No. 1557, 07/11/89)*
 - b. Regardless of the application of Figure 1 of this Article, whenever a maneuvering aisle acts as the fire lane, as may be designated and approved by the City Manager or Designee, such maneuvering aisle shall have a width not less than that required by the Fire Code of the City of Carrollton.
5. All parking lots and garages serving nonresidential uses shall be provided with a concrete or masonry curb placed a minimum of two feet from any adjacent property line. Such curbs shall be a minimum of six inches in width and six inches in height. *(Ord. No. 2835, 07/01/03); (Ord. No. 3716, 12/01/15)*
6. In order to provide sufficient space to accommodate pedestrians and vehicular overhang, internal sidewalks shall be at least six feet in width. *(Ord. No. 1557, 07/11/89)*
7. Additional vehicular overhang shall be provided for parking spaces adjacent to landscape buffers, in accordance to Article 25 Landscaping and Buffering.
8. The City Manager or Designee may require the placement of curbs or free-standing wheel stops in specific locations as needed to correct existing problems caused by vehicular overhang onto right-of-way, streets or sidewalks.
9. Except for single-family, duplex and townhouse dwellings, parking stalls and spaces shall be permanently and clearly identified by stripes, buttons, tiles, curbs, barriers or other approved methods.

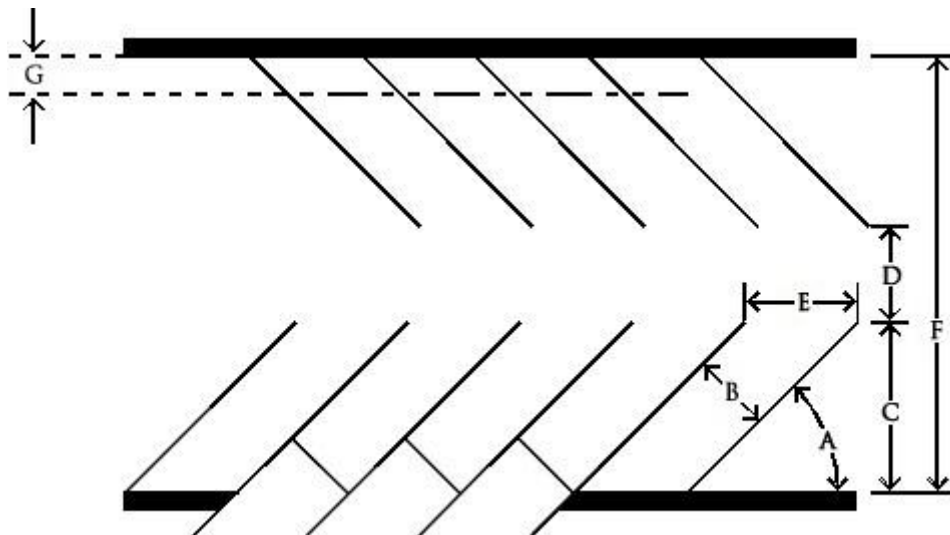
ART. 24 OFF STREET PARKING, LOADING, AND STACKING

FULL SIZE CAR PARKING DIMENSIONS NOTE: NO SMALL CAR PARKING SPACES PERMITTED (Ord. No. 3716, 12/01/15)

Parking Angle (A)	Stall Width (B)	Stall Depth (C)	Aisle Width One-Way (D)	Aisle Width Two-Way (E)	Aisle Length Per Stall (F)	Module Width One-Way (G)	Module Width Two-Way (H)	Curb Overhang (I)
Parallel	8.0 9.0	8.0 9.0	11.0 12.0	20.0 20.0	22.0 22.0	28.0 30.0	36.0 38.0	0.0 0.0
20	9.0	12.3	11.0 – 13.0	20.0 – 24.0	26.3	35.6-37.6	44.6-48.6	0.7
30	9.0	14.6	11.0 – 13.0	20.0 – 24.0	18.0	40.2-42.2	49.2-53.2	1.0
45	9.0-10.0	17.3	11.0 – 13.0	20.0 – 22.0	12.7-14.1	45.6-47.6	54.6-56.6	1.4
50	9.0-10.0	18.0	12.0 – 14.0	20.0 – 22.0	14.0-15.6	48.0-50.0	56.0-58.0	1.5
60	9.0-10.0	18.8	15.0 – 17.0	20.0 – 22.0	10.4-11.5	52.6-54.6	57.6-59.6	1.7
75	9.0-10.0	19.1	22.0 – 24.0	22.0 – 24.0	9.3-10.3	60.2-62.2	60.2-62.2	1.9
90	9.0-10.0	18.0-20.0	24.0 – 25.0	24.0 – 25.0	9.0-10.0	NA	60.0-65.0	2.0

Angles in Degrees; all other dimensions in feet
See Figure 1 below for Dimension Location

Figure 1



SECTION F. OFF-STREET LOADING REQUIREMENTS.

(Section completely amended, Ord. No. 2275, 08/19/97; Ord. No. 2835, 07/01/03; Ord. No. 3716, 12/01/15)

If non-residential uses provide and maintain off-street loading facilities on the same lot as such non-residential use they shall be in accordance with this Article. Such off-street loading facilities shall be located adjacent to a public way or private service drive.

All maneuvering for off-street loading areas shall be accomplished on private property.

No off-street truck loading space shall be permitted within a designated fire lane. Areas designated to satisfy the requirements for off-street truck loading space shall not be permitted to encroach upon or occupy a fire lane, maneuvering aisle, or parking space.

1. APRON, DOCK, AND SPACE DESIGN STANDARDS:

- a. Apron, loading dock and loading space design standards shall be as shown in Figures 2a, 2b and 2c of this Section. Apron size requirements shall be as shown in Figure 2a of this Section.
- b. Where a side loading space is to be utilized, such berth shall be provided in accordance with the standards shown in Figure 2b of this Section.
- c. Ingress to, and egress from required off-street loading spaces must have at least the same unobstructed vertical height clearance as the largest required off-street loading spaces.

(Ord. No. 1705, 05/07/91)

2. AREAS IN FRONT OF LOADING DOCKS AND DOORS:

Parking spaces, fire lanes, driving aisles or similar shall be prohibited in the loading space area unless the loading docks, garage doors etc. are permanently sealed or altered to prevent loading access.

4. REDUCTION OF LOADING DOCK DEPTH OR OFFSET:

A reduction in the loading dock depth or total offset in feet may be permitted, subject to administrative approval by the city manager or their designee. Such reduction shall be contingent upon the submission of a maneuverability study that demonstrates the ability to safely accommodate required truck movement within the loading area. *(Ord. No. 4261; 05/20/25)*

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

Figure 2a
LOADING APRON AND DOCK DIMENSIONS
(Dimensions amended for Large Trucks, Ord. No. 4261; 05/20/25)

TRUCK SIZE	DOCK ANGLE	CLEARANCE IN FEET (L)	BERTH WIDTH IN FEET (W)	APRON IN FEET (A)	TOTAL OFFSET IN FEET (T)	BERTH LENGTH IN FEET (S)
LARGE (75 FT.)	90°	75	12	58	133	130
	60°	69	12	43	112	NA
	45°	59	12	34	93	NA
MEDIUM (35 FT.)	90°	35	12	43	78	80
	60°	32	12	31	63	NA
	45°	26	12	25	51	NA
SMALL (20 FT.)	90°	20	10	32	52	45
	60°	18	10	24	42	NA
	45°	17	10	20	37	NA

See drawings on next page for dimension details and design layout.

Figure 2b

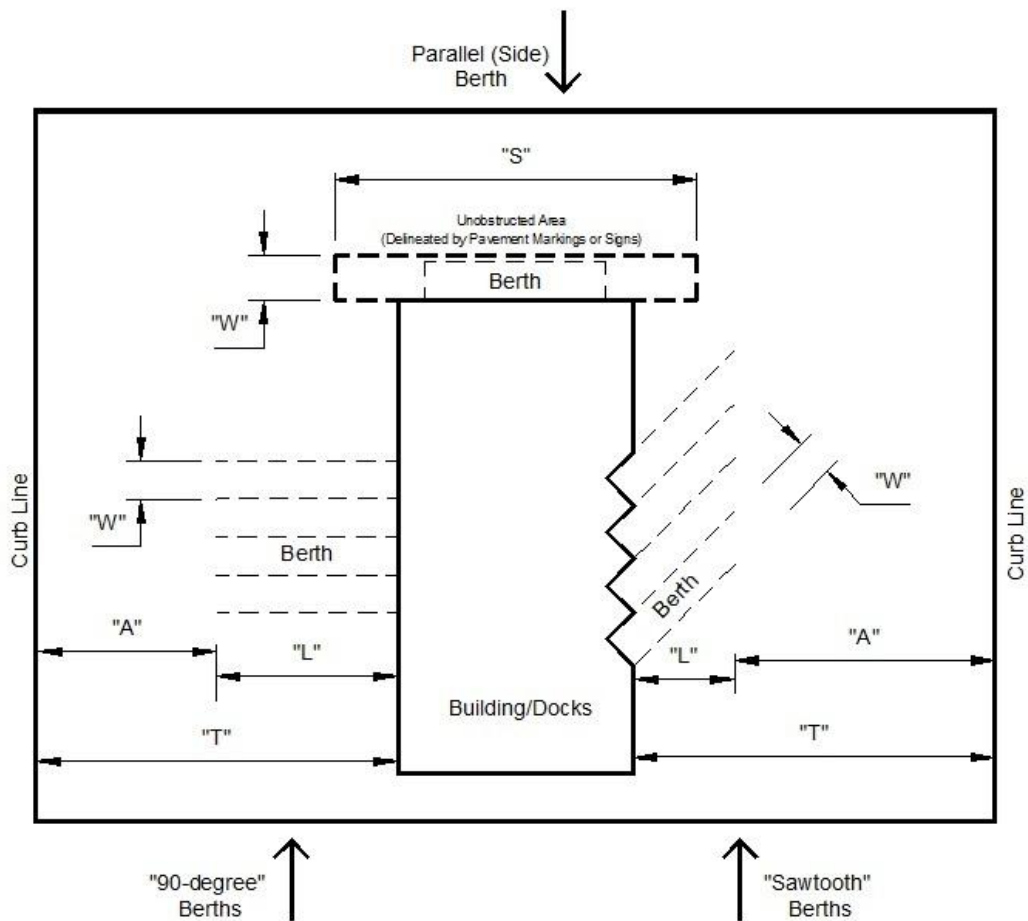
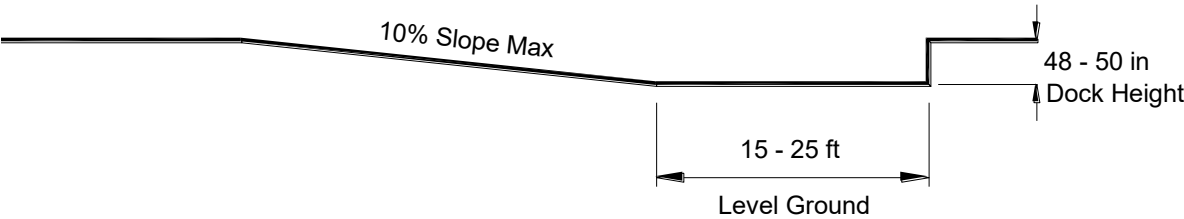


Figure 2c
Apron Cross Section



ART. 24 OFF STREET PARKING, LOADING, AND STACKING

3. SETBACK REQUIREMENTS:

To facilitate the safe and efficient movement of traffic on public streets, the minimum setback requirements for off-street loading facilities shall be as follows. Where special requirements for off-street loading areas have been established within certain zoning districts, the more restrictive requirements shall apply.

- a. All loading areas, freight docks, truck spaces or truck parking areas, truck repair, service, wash and maintenance bays, truck garages or garage doors, or any other similar loading or truck facility shall not be located closer to the right-of-way line of the street or streets upon which such facilities are accessed than the distance specified in the apron design standards.
(Reference Figure 3.3, Appendix A)
- b. All loading areas, freight docks, truck spaces or truck parking areas, vehicle repair, service, wash and maintenance bays, garages or garage doors, or any other similar facility for any type of vehicle shall be screened from any adjacent residentially zoned property in accordance with the provisions established in Article 25 of this ordinance. (*Ord. No. 1705, 05/07/91*)

SECTION G. CONSTRUCTION STANDARDS.

(Section completely amended, Ord. No. 2275, 08/19/97)

All off-street parking and loading areas, maneuvering aisles, and access ways to any required off-street parking or loading areas, in all zoning districts, shall be paved in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1947, 10/19/93*)

SECTION H. JOINT PARKING; REDUCTION OF PARKING REQUIREMENTS.

(Section completely amended, Ord. No. 3235, 07/01/08; Ord. No. 3716, 12/01/15)

1. JOINT/SHARED PARKING AREA:

Uses may join in establishing a shared parking area where it can be demonstrated to the City Manager or Designee that parking for two or more specific uses occurs at alternating time periods. Such parking area shall be established in accordance with the following procedure

- a. The applicant shall submit a parking analysis with two or more examples to the City Manager or Designee.
- b. The parking analysis shall be reviewed by the City Manager or Designee.
- c. The City Manager or Designee shall act upon such request to deny, approve, or approve with modifications as may be appropriate, the parking or stacking ratio requirements. (*Ord. No. 3331, 10/06/09*)
- d. If approved, such joint parking area shall be permissible only in conjunction with those uses specifically analyzed as part of the initial request. Upon cessation of one of the uses approved in the original request, the rights of the remaining use to utilize the joint parking shall continue.

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

- e. Upon commencement of a new use in place of the originally approved use, a reassessment of the joint parking area shall be initiated by the owner or operator of such new use, and shall be considered in the same manner as described above. No Certificate of Occupancy shall be issued by the City for the new use until either:
 - i. The joint parking area is reapproved by the City Manager or Designee, or
 - ii. Additional parking is approved for the new use in accordance with all applicable provisions of this Article.
- f. If denied, a written request by the applicant may be submitted to the Development Services Department within 10 days of the date of the decision. Upon such request being timely submitted, a public hearing shall be scheduled before the Board of Adjustment (BOA) for final action.
- g. Approval of a joint parking area shall not be construed as, nor constitute, a variance from, reduction of, or modification or exception to any other provision or requirement of this ordinance or any other applicable code or ordinance of the City of Carrollton.

2. REDUCTION OF PARKING OR STACKING PROVISIONS:

Parking or stacking requirements for individual uses may be altered from the prescribed ratios listed in the applicable provisions of this Article by demonstrating to the City Manager or Designee that such revised ratio satisfies the intention of Section A of this Article. The procedure to modify the parking ratios is as follows:

- a. The applicant shall submit a parking analysis with two or more specific examples to the City Manager or Designee.
- b. The parking analysis shall be reviewed by the City Manager or Designee.
- c. The City Manager or Designee shall act upon such request to deny, approve, or approve with modifications as may be appropriate, the parking or stacking ratio requirements.
- d. If approved, such parking ratio is applicable to only the specific use for which the request was submitted. The city wide rate will not be altered by such study.
- e. If denied, a written request by the applicant may be submitted to the Development Services Department within 10 days of the date of the decision. Upon timely submission of such request, a public hearing shall be scheduled before the Board of Adjustment (BOA) for final action.

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

SECTION I. MISCELLANEOUS REQUIREMENTS.

(Section completely amended, Ord. No. 2275, 08/19/97 and by Ord. No. 2835, 07/01/03)

The following provisions shall be applicable to all off-street parking and loading areas.

1. CONFLICTS:

Where such provisions are in conflict with the requirements of Chapter 53 of the Carrollton Code of Ordinances, otherwise known as the Traffic Code, or are in conflict with special off-street parking or loading requirements which have been established within certain zoning districts of this ordinance, then the more restrictive requirements shall apply. *(Ord. No. 1947, 10/19/93)*

2. GENERAL PROVISIONS:

- a. Parking facilities shall be provided on the lot or tract occupied by the main use, or upon a lot or tract of land dedicated to parking use by an instrument filed for record, provided that such arrangement is in accordance with the schedule of allowable uses in the district in which it is located. Off-site parking facilities shall be located as provided in Article 5, Section C (1500), Vehicular Parking and Storage, g of this ordinance. Distance shall be measured in a straight line, without regard to intervening structures, between the nearest property line of the main use and the nearest property line of the lot or parcel upon which the parking facility is located.
- b. In determining the required number of off-street parking and loading spaces, fractional spaces shall be counted to the nearest whole space.
- c. No parking space located on a public street or alley may be included in the calculation of the required off-street parking requirements.
- d. Floor area of a structure devoted to off-street parking of vehicles or loading spaces shall be excluded in computing the floor area for off-street parking requirements of the structure.

3. VEHICLE STORAGE AND DISPLAY:

- a. Parking areas shall be used for passenger vehicles only, and in no case shall such areas be used for sales, repair work, storage, display, dismantling or servicing of any vehicles, equipment, materials or supplies.
- b. Any area utilized for the storage of vehicles in connection with a motor vehicle repair establishment shall be screened from the view of any adjacent public street by a solid, opaque wall or fence of not less than six feet in height, measured at the highest finished grade.

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

4. COMBINATION OF USES:

- a. Where a lot or tract of land is used for a combination of uses, the off-street parking requirements shall be the composite or sum of the requirements for each type of use except where specified by this ordinance. *(Ord. No. 2835, 07/01/03)*
- b. Parking spaces used for the parking of trucks or buses shall not be counted toward meeting the off-street parking requirements for the particular use.

5. PARKING OF COMMERCIAL AND RECREATIONAL VEHICLES:

The parking, stopping and/or storage of recreational vehicles, travel trailers, boats, boat trailers and commercial vehicles shall be regulated in accordance with Chapter 53 of the Carrollton Code of Ordinances, otherwise known as the Traffic Code. *(Ord. No. 1947, 10/19/93)*

6. ACCESS TO PUBLIC ALLEYS:

Driveways and parking areas which serve any commercial, multi-family, or institutional service, any public recreation or community center, or any public tennis court, swimming facility, or other similar facility shall not access any public alley which also serves residentially zoned property. *(Ord. No. 1641, 07/17/90)*

7. ENCUMBERED RIGHT-OF-WAY:

Where an agreement has been entered into by the City of Carrollton whereby any independent school district is granted a right to temporarily encumber public right-of-way with parking spaces, such spaces shall be counted toward meeting the applicable off-street parking requirements of this Article until such time as the city determines a need to use the right-of-way. Where the city determines a need to use the encumbered right-of-way, the right of the school district to use such parking shall immediately cease. In such event, the independent school district shall be required to meet the applicable off-street parking requirements of this Article, and shall bear the cost of providing such parking. *(Ord. No. 1705, 05/07/91)*

8. REQUIRED PARKING LOCATED ON A LOT SEPARATE FROM THE MAIN USE: *(Ord. No. 2866, 12/16/03); (Ord. No. 3716, 12/01/15)*

Required parking for a use may be located on a separate lot upon approval of a parking agreement by the City Manager or Designee and in accordance with Article 5. Such parking agreement shall be established in accordance with the following provisions:

- a. The property owner or authorized agent shall submit an application for a Miscellaneous Development upon forms prescribed by the City of Carrollton and reviewed by the City Manager or Designee.
- b. The application shall contain a site plan, a list of the uses located on both lots and their required parking information and/or other information required by the City Manager or Designee.
- c. The separate lot must have parking in excess of what is required for its uses.

ART. 24 OFF STREET PARKING, LOADING, AND STACKING

- d. If approved, the parking agreement shall be signed by the property owners of both lots and shall be for only the uses specified in the agreement.
- e. Upon commencement of a new use in place of the originally approved use requiring the offsite parking, a reassessment of the parking agreement shall be initiated by the owner or operator of such new use and shall be considered in the same manner as described above.
- f. The required parking located on the lot separate from the main use cannot be used to meet the parking requirements of a new use on that same lot during the duration of the parking agreement.

If denied by the City Manager or Designee, a written request by the applicant may be submitted to the Development Services Department within 10 days of the date of the decision. Upon timely submission of such request, a public hearing shall be scheduled before the Board of Adjustment (BOA) for final action.

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 25 LANDSCAPE AND SCREENING

SECTION A. PURPOSE.

(Ord. No. 3498, 06/05/12; Ord. No. 3891, Effective 01/19/19; Ord. No. 4108, 11/01/22)

The intent of this Article is to:

1. Establish minimum requirements for the installation and maintenance of landscape and screening elements and other means of site improvement on developed property to enhance the community's ecological, environmental, and aesthetic qualities, while at the same time allowing for design flexibility.
2. Reduce the negative effects caused by expanses of impervious and non-vegetated surfaces within the urban environment, such as an increase in noise, heat, and glare, and the spread of dust and debris, especially during times of drought.
3. Protect and conserve the community's soils and prevent soil erosion and silting of drainage structures and water bodies, as well as reducing the impact of development on the community's storm drainage system.
4. Preserve and improve the natural and urban environment by recognizing that the use of landscape plantings can purify the air, regenerate oxygen, recharge groundwater, slow and filter storm water runoff, provide wildlife habitat and enhance the aesthetic qualities of the City of Carrollton.
5. Assure an acceptable degree of transition and reduce incompatibility between abutting or nearby uses of differing character by providing visually appealing screening between such uses.
6. To recognize, conserve, and add to the urban forest as part of the city's natural and green infrastructure.
7. To conserve water and energy.

SECTION B. LANDSCAPE STANDARDS.

(Ord. No. 3498, 06/05/12; Ord. No. 3891, Effective 01/19/19; Ord. No. 4108, 11/01/22)

1. LANDSCAPE AREA REQUIRED:

A minimum percentage of the total area of the lot of record upon which development, construction or reconstruction occurs for any use after the effective date of this ordinance shall be devoted to landscape as required in each zoning district, as provided in the "Minimum Landscape Percentage Required" table below. For purposes of establishing compliance with the minimum area requirements for landscape, no land within the 100-year flood plain, as determined by the City Manager or Designee, shall be used to determine the total area of the site, nor shall be counted as fulfilling the minimum landscape area requirements.

Minimum Landscape Percentage Required

	<u>ZONING DISTRICT</u>	<u>MINIMUM LANDSCAPE PERCENTAGE REQUIRED</u>
(IH)	Interim Holding	0%
(SF)	Single Family Residential (Detached)	10%
(SF-A)	Single Family Residential (Attached)	10%
(D)	Duplex	10%
(MHP)	Mobile Home Park	20%
(MF)	Multi-Family Residential	10%
(O-1, O-2, O-3, O-4)	Office	15%
(LR-1, LR-2)	Local Retail	15%
(LC, HC, C/W)	Commercial	15%
(FWY)	Freeway	15%
(GWY)	Gateway Overlay	20% (See Article 17)
(LI)	Industrial	10%
(HI)	Industrial	5%
(DTC)	Downtown Transit Center	(See Article 20 Part 1)
(TMTC)	Trinity Mills Transit Center	(See Article 20 Part 2)
(FTC)	Frankford Transit Center	(See Article 20 Part 3)
(CC)	Corporate Commercial	20% (See Article 13)
(JBL)	Josey Belt Line Overlay	(See Article 17)

2. APPLICATION FOR NON-CONFORMING DEVELOPMENTS:

- a. The requirements for the installation and maintenance of landscape elements as set forth herein shall apply to all development and construction of structures after the effective date of this ordinance. All property with an existing structure(s) on the effective date of this ordinance which is not in compliance with the provisions of this Article shall be considered nonconforming, and shall be allowed to continue until such time as:
 - i. The total floor area of the nonconforming structure is expanded or enlarged in excess of 10 percent, but not more than 25 percent as such floor area has been established at the time of application for a building permit. Such expansion or enlargement shall cause the lot or parcel upon which such structure is located to be in compliance with not less than 25 percent of the minimum required landscape area, as provided in Section B, Subsection 1. *Landscape Area Required* of this Article, or Section B, Subsection 3. *Landscape Requirements of Large Tracts* if applicable, for the district in which such structure is located. All other provisions of this Article shall apply;
 - ii. The total floor area of the nonconforming structure is expanded or enlarged in excess of 25 percent, but not more than 50 percent as such floor area has been established at the time of application for a building permit. Such expansion or enlargement shall cause the lot or parcel

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upon which such structure is located to be in compliance with not less than 50 percent of the minimum required landscape area, as provided in Section B, Subsection 1. *Landscape Area Required* of this Article, or Section B, Subsection 3. *Landscape Requirements of Large Tracts* if applicable, for the district in which such structure is located. All other provisions of this Article shall apply;

- iii. The total floor area of the nonconforming structure, upon approval of the Board of Adjustment in accordance with Article 33 of this ordinance, is expanded or enlarged in excess of 50 percent, as such floor area has been established at the time of building permit application. In such instance all provisions of this Article shall apply to the entire lot or parcel upon which such structure is located.
 - iv. The parking lot is expanded. In such instance, the expansion shall be landscaped in accordance with all other provisions of this Article.
 - v. The expansion onto undeveloped adjacent land; including undeveloped portions of a single lot or if additional lots are platted together. In such instance the undeveloped area(s) shall be landscaped in accordance with all other provisions of this Article.
 - vi. The removal of an existing nonconforming structure and redevelopment of the lot with any new structure(s). In such instance all provisions of this Article shall apply to the entire lot or parcel upon which such new structure is located.
- b. On sites where additional landscape area is required in accordance with Section B, Subsection 7, Item a. *Application for Non-Conforming Development*, not less than 50 percent of the total required on-site landscaping shall be located in the designated front yard, with not less than 70 percent of the total required on-site landscaping located in the front one-half of the lots.
 - c. Building area increases or parking lot increases on existing developed lots shall require the installation of a landscape buffer.

3. LANDSCAPE REQUIREMENTS OF LARGE TRACTS:

The minimum landscape area established by this Article shall be required only upon that portion of the tract which is being developed. The area of a tract subject to these landscape provisions shall be determined by the City Manager or Designee. In general, sites exceeding two acres in size may qualify for this provision.

In order to qualify for this provision, the landscape plan must:

- a. Fully include all of the area on which the construction work is to be done; and
- b. Have an area that does not exceed 50 percent of the area of the building site, and
- c. Be inclusive of all new exterior paving additions and
- d. Provide landscape buffer plantings along adjacent streets

The limits of work must be clearly delineated on the landscape plans prior to the issuance of a building permit.

4. LANDSCAPE PLAN REQUIRED:

- a. A landscape plan, demonstrating compliance with the provisions of this Article shall be submitted to the City Manager or Designee for a determination as to whether the plan meets the minimum requirements established by this Article.
- b. The landscape plan submission must include one digital copy of the drawings and specifications for review, as prescribed by the City of Carrollton. The landscape plan must have a scale of one inch equals 30 feet or larger and be formatted for a standard sheet not to exceed 36 inches by 48 inches. A plan which cannot be drawn in its entirety on a 36 inch by 48 inch sheet must be drawn with appropriate match lines on two or more sheets.
- c. Such plan(s) shall be prepared by a licensed landscape architect and submitted in a manner as prescribed by the City of Carrollton. The landscape plan(s) must contain the following information:
 - i. Date, scale (both written and graphically displayed), and the names, addresses and contact information of each property owner and the landscape architect.
 - ii. Project name, street address and the filed subdivision name of the property including the lot and block
 - iii. A vicinity map shall be included if the landscape plan stands alone and is not part of an entire architectural or civil set of drawings.
 - iv. The Planning Case Number, if the landscape plan is part of a zoning case submitted through the Planning Department.
 - v. Location of existing boundary lines and dimensions of the lot, the zoning classification of the lot.
 - vi. Clear graphic illustration of all physical site features, visibility triangles, required landscape buffer, easements, and utilities (including overhead power lines).
 - vii. Identification of species (botanical and common name), size (caliper or gallon size), quantity, and placement of any existing and proposed landscape plantings to be used to satisfy the requirements of this Article. Quantities of all required plants and trees shall be reflected in appropriate callout identification tags on all landscape plan sheets, in addition to overall totals shown on the Plant Schedule.

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- viii. Identification, details and clear graphic representation of all other proposed landscape materials to be installed on site including, but not limited to: soil, mulch, metal edging, concrete, pavers, masonry walls, fencing, gates, lighting, drains, outdoor furnishings and structures.
 - ix. Calculations performed relative to compliance with Section B, Subsection 1. *Landscape Area Required* or Section B, Subsection 3. *Landscape Requirements of Large Tracts* of this Article shall be included in a table format, as applicable.
 - x. The following note: All landscape areas, whether required or not, must be equipped with a fully automatic electronic landscape irrigation system designed and installed in compliance with current Texas Commission on Environmental Quality and City of Carrollton landscape irrigation regulations.
- d. The use of drought-tolerant, pest-tolerant and hardy plant materials is recommended to satisfy the requirements of this Article. The list of plant material contained in Figure 1 of this Article shall be considered as suitable for the climate of this area, and as such, allowable as plant material to meet the requirements of this ordinance.
 - e. The use of planters may satisfy the foundation planting requirements of this Article, provided that the soil volume requirements of this Article are met, and that the planters receive appropriate irrigation.

5. CERTIFICATE OF OCCUPANCY:

- a. All landscaping shall be completed and installed in accordance with the approved landscape plan(s) before the final inspection of any building on the lot. A Certificate of Occupancy shall not be issued for any building on a lot until the landscaping is complete and accepted.
- b. To accommodate variations in planting and construction schedules, the City Manager or Designee may issue one temporary Certificate of Occupancy for a period not to exceed six months. The property owner must provide documented assurance that the landscaping will be completed within the six months. For the purposes of this subsection, “documented assurance” means:
 - i. A copy of a valid contract to install the landscaping in accordance with the landscape plan(s) within the six-month period.
 - ii. An affidavit from the property owner acknowledging the consequences of not complying with this ordinance.
- c. If a temporary Certificate of Occupancy is issued and, at the end of the specified time period no permanent Certificate of Occupancy has been issued because the required landscaping has not been installed in accordance with the approved landscape plan(s), the property owner shall be considered in violation of the zoning ordinance of the City of Carrollton, and shall be subject to the penalties established herein.

6. INSTALLATION AND MAINTENANCE:

- a. At the time of installation, all plantings shall have indications of normal growth and shall be sound, healthy, vigorous and free of weeds, insect and/or disease infestations, or objectionable disfigurements. All plants should have normally well-developed branching structures and vigorous and fibrous root systems which are not root- or pot-bound. All plants shall be adaptable to the climatic, sun, shade, and soil conditions of the area in which they are to be planted.
- b. All landscape areas, whether required or not, on property zoned to a multi-family or nonresidential zoning district shall have an automatic irrigation system installed meeting all applicable requirements and regulations of the Texas Commission on Environmental Quality (TCEQ) and those of the City of Carrollton, and approved by the City Manager or Designee. All portions of any irrigation system shall be continuously maintained in a condition such that the intent of the irrigation design is fulfilled. Uncontrolled emission of water from any pipe, valve, head, emitter, or other irrigation device is prohibited by the TCEQ and the City of Carrollton and shall be considered evidence of non-maintenance and therefore considered a violation of this Article. Landscape elements other than turf grass and irrigation systems extending into right-of-way shall require a landscape license agreement with the City. Landscape irrigation main lines and electronic valves as defined by the TCEQ shall not be installed in public right-of-way. Lateral lines and heads as defined by the TCEQ may be located within public right-of-way without need for a landscape license agreement.
- c. The property owner shall be responsible for the maintenance of all landscape areas. Such areas shall be regularly watered sufficient to establish and promote vigorous growth of all trees, plants and turf grasses. Such areas shall be maintained in a relatively weed free condition to present a healthy, neat and orderly appearance at all times.

All landscape plants and turf grasses shall be periodically pruned, trimmed, aerated, edged, and fertilized in accordance with accepted horticultural best practices.

All shade trees shall be periodically pruned to remove dead, dying or hazardous limbs, and “limbed-up” appropriately (according to species needs) to avoid contact with pedestrians and automobiles.

All ornamental trees shall be periodically pruned only to remove adventitious “sucker” growth, and dead, dying, or hazardous limbs. No “topping” of ornamental trees shall be allowed.

All plants should be periodically inspected for infestation by disease or insects. If such infestation is present, immediate steps shall be taken to eliminate it. Landscaped areas shall be kept free of debris and trash in accordance with the Carrollton Code of Ordinances.

Any plant that dies must be replaced with another living plant that complies with this Article and the approved landscape plan, if any, within 10 days after notification by the City.

Damages to utility lines and infrastructure resulting from negligence of the property owner or his/her agents in the installation and maintenance of required plant materials in an easement is the responsibility of the property owner.

If a public utility disturbs a landscaped area in an easement, the utility contractor shall make every reasonable effort to preserve the plant materials and return them to their prior locations

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after work is complete. If, however, some plant materials die, it is the obligation of the property owner to replace the dead plant materials.

- d. Shrubs shall be, at a minimum, five-gallon container size at the time of planting. Shrubs used as parking lot screening shall be a minimum of 24 inches in height and 14 inches in width at the time of planting. Five-gallon containerized shrubs not meeting the minimum standard for parking lot screening will not be accepted. Parking lot screening shrubs shall be grown and maintained to a minimum height of 42 inches (36 inches above curb).
- e. Turf grass areas may be sodded, plugged, sprigged, or “hydro-seeded,” except that solid sod shall be used in the landscape buffer and in swales or other areas subject to erosion, as determined by the City Manager or Designee, based upon accepted horticultural best practices.
- f. All plant materials shall be planted in such a manner as to present a finished appearance and reasonably complete coverage within two years of planting. Steel or other sustainable edging material shall separate planting beds from adjacent turf grass areas and installed with a finished height of no more than two inches above base soil level. Groundcover plants from four-inch pots shall be planted at a maximum of 12 inches on center. Groundcover plants from one-gallon containers shall be planted at a maximum of 18 inches on center.
- g. Plantings located internal to a parking lot shall be located within a landscape island or module, constructed of masonry or concrete.

Landscape plantings, curbs, barriers or any combination thereof shall be situated so as not to create a visibility obstruction to moving vehicles within a parking lot.
- h. Palm trees may not be used to qualify for required trees.
- i. No artificial plant materials may be used to satisfy the requirements of this Article. (See Section B.6.m. below.)
- j. The ubiquitous use of mulch will not satisfy the requirement for living plant material in required landscape areas, except that is it used as the prescribed top dress medium between plants.
- k. Rock mulch and decomposed granite may only be used in the following scenarios: as an accent, within a xeriscape planting design concept, within the vehicle overhang area, or a drainageway, and that it be delineated and kept separate from grass areas with metal edging.
- l. Invasive plant material is prohibited in required landscape areas.
- m. Synthetic, or artificial turf may not be used to satisfy requirements within landscape areas. However, where a hardship can be demonstrated by a residential property owner per Article 33 Board of Adjustment, Section E., 3. c. Variances, a variance case may be heard by the Property Standards Board for a reasonable portion of a front yard setback to contain artificial turf. This provision excludes the City parkway.
- n. The building official or designee may order work stopped and serve by notice, to any person engaged in the work, if installation is contrary to the provisions of this Article. A person issued this notice shall stop work immediately until authorized by the building official or designee to proceed with the work.

7. PLANTING AREA REQUIREMENTS:

- a. Planting areas must have the following soil and mulch depths and dimensions:
 - i. For each large shrub, a minimum of two feet (24 inches) of soil depth and 16 square feet of surface area.
 - ii. For each tree installation, a minimum of three feet (36 inches) of soil depth and 32 square feet of surface area for ornamental trees, and 64 square feet of surface area for shade trees.
 - iii. For all planting areas except turf, four inches of organic wood-type mulch is to be used as a top dress at the time of planting, excepting scenarios described in Section B.6.k. above. The mulch depth may be tapered to the metal edging of a planting area at the angle of repose, but must be maintained at an average depth of four inches.
- b. Planting areas located above underground buildings or structures must have the following soil depths and dimensions:
 - i. For each large shrub, a minimum of two and one-half feet (30 inches) of soil depth and 25 square feet of surface area.
 - ii. For each tree installation, a minimum of three and one-half feet (40 inches) of soil depth and 36 square feet of surface area.
 - iii. For all planting areas except turf, four inches of organic wood-type mulch is to be used as a top dress at the time of planting, excepting scenarios described in Section B.6.k. above. The mulch depth may be tapered to the metal edging of a planting area at the angle of repose, but must be maintained at an average depth of four inches.
 - iv. The building official or designee may waive these minimum planting area requirements if the landscape architect preparing the landscape plan(s) certifies that the proposed alternative soil depths and dimensions are sufficient to support healthy growth of the plants affected.

Minimum Plant Specifications at Installation

Category	Min. Size	Min. Height	Min. Spread	Notes
Shade Trees	3 inch caliper	12 feet	4 feet	(1), (2), (3)
Ornamental Trees	3 inch caliper	8 feet	3 feet	(2), (3), (5)
Multi-Stem Trees	3 inch caliper	8 feet	4 feet	(2), (4), (6)
Screening Shrubs	5 gallon	24 inches	14 inches	(7)
Shrubs	5 gallon	n/a	n/a	(7)
Ground Covers	1 gallon	n/a	n/a	(8)

NOTES

- (1) Tree trunks shall be free of branches to a minimum of six feet above grade
- (2) If balled & burlapped, a tree shall have root ball with a minimum 28 inch diameter and a minimum 19 inch depth
- (3) If containerized, a minimum 45-gallon container
- (4) If containerized, a minimum 15-gallon container
- (5) Shall have a minimum of eight branches
- (6) Shall have a minimum of three canes
- (7) Shall be fully branched from the crown to the top of the plant, with a well-established root system reaching the sides of the container to maintain a firm ball when the container is removed, but shall not have excessive root growth encircling the inside of the container
- (8) Trailing groundcovers shall have a minimum of five runners 12 inches in length, with a well-established root system reaching to the sides of the container to maintain a firm ball when the container is removed, but shall not have excessive root growth encircling the inside of the container
- (9) Clumping groundcovers shall be the full width of the container with a well-established root system reaching the sides of the container to maintain a firm ball when the container is removed, but shall not have excessive root growth encircling the inside of the container

8. LOCATION & DESIGN:

a. Residential Zoning Districts

In all single-family and duplex residential zoning districts where landscape areas are required, not less than 30 percent of the total required on-site landscaping, as provided in Section B, Subsection 1. *Landscape Area Required*, shall be located in the designated front yard, with not less than 50 percent of the total required on-site landscaping located in the front one-half of the lot.

Institutional uses located in residential zoning districts shall comply with Section B, Subsection 8. *Location & Design*, Item b. *Multi-Family Residential & Non-Residential Zoning Districts*.

b. Multi-Family Residential & Nonresidential Zoning Districts (for communication tower facilities see also Article 21 of the Comprehensive Zoning Ordinance):

- i. In every multi-family residential, office, local retail, commercial, freeway industrial and corporate commercial zoning district where landscape areas are required in accordance with Section B, Subsection 1 above, not less than 50 percent of the total required on-site landscaping, as provided in Section B(1) above, shall be located in the designated front yard, with not less than 70 percent of the total required on-site landscaping located in the front one-half of the lot.

- ii. The following landscape buffer shall be provided for each non-residentially or multi-family zoned tract or lot. If the landscape area required by these provisions is less than the minimum percentage required by the zoning district within which the site is located, additional on-site landscape area(s) shall be provided so as to attain the minimum percentage required.

- a) A landscape buffer shall average 15 feet in width, but no less than ten feet minimum width at any point, adjacent to all street rights-of-way or street easements measured from the property line into the subject site and shall be maintained as permanent green space.

A maximum 50 percent of the buffer area may be planted with turf grass. For landscape buffers greater than 15 feet in average width, the additional area may be planted with turf grass. Drives, alleys, parking and maneuvering areas, and sidewalks shall not be located within the required buffer area except to cross the buffer area to provide access to the site.

All fencing and screening walls shall be placed behind the required landscape buffer. Such landscape buffer(s) shall be counted towards meeting the minimum square footage of required landscape area for the site, and shall contain, at a minimum, the following elements:

1. Two, three-inch caliper shade trees, 10-12 feet in height at the time of planting, for each 100 linear feet of street frontage or fraction thereof, and;
2. Three ornamental trees, 6-8 feet in height and a minimum of three caliper inches in size at the time of planting, for each 100 linear feet of street frontage or fraction thereof. Three ornamental trees may be substituted for each required shade tree if planted directly underneath overhead utility lines. For trees proposed under or directly adjacent to overhead power lines, see Figure 1 of this Article.

Such trees are encouraged to be placed in "natural groupings" where possible. However, if they are placed in a linear layout, the shade trees shall have a maximum spacing of 40 feet, while the ornamental trees shall have a maximum spacing of 15 feet, and either; (*Ord. No. 2484, 01/04/00*)

3. Thirty-four, five-gallon evergreen shrubs, 24 inches in height at the time of planting, for each 100 linear feet of street frontage or fraction thereof, planted in groupings. Such plantings shall be in a row if the landscape buffer is adjacent to a parking lot, so as to screen the parking from the street. A minimum three-foot-wide planting bed shall be provided for the planting of such shrubs, or;
 4. A combination of a discontinuous landscaped earthen mound constructed to a minimum height of three feet, and evergreen shrubs.
- b) All parkway areas adjacent to a public street, including street right-of-way, but excluding sidewalks, driveways, and areas designated to provide access into the lot, shall be permanently planted with turf grass or other living plant material, and shall be maintained in a healthy growing condition by the property owner at all times. Any plantings located within public right-of-way shall not be counted toward satisfying the requirements of Section B, *LANDSCAPE STANDARDS*, Subsection 1. *Landscape Area Required* or Subsection 3. *Landscape Requirements of Large Tracts* of this Article, as applicable.

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In each case where plantings other than turf grass or groundcover are located within a public right-of-way, a landscape license agreement shall be executed with the City.

- c) All plantings shall be coordinated with all on-site signage, utility structures, and lighting, both upon installation of the plantings and plant maturation.
 - d) All landscape material shall comply with the provisions of Section 53.40 through 53.44 of the Carrollton Code of Ordinances, (Visibility Obstructions Ordinance).
 - e) All landscape material shall comply with the most recent edition of the International Fire Code, as adopted by the City of Carrollton, regarding the obstruction of fire protection equipment.
 - f) Shade trees are prohibited from being planted under overhead or over underground utilities. All plant material planted under overhead or over underground utility lines shall be of such a stature and/or have such a root system so that they will not interfere with the integrity or operation of the utility facilities. See the “Small/Ornamental Trees – Power Line Corridor Trees” section in the approved tree list in Figure 1 of this Article, for trees to be planted under or adjacent to overhead power lines.
- iii. Any outdoor parking lot that contains at least 12 but less than 100 parking spaces shall have not less than five percent of the interior of such parking lot, inclusive of maneuvering aisles, landscaped as follows:
- a) One, three-inch caliper shade tree, 10-12 feet in height at the time of planting, for each 12 parking spaces or fraction thereof. The placement of trees shall be coordinated with the location of lights used to illuminate a parking area so that they will be of such a stature that they will not interfere with these lights at maturity.
 - b) All parking spaces shall be located within 120 feet of a tree that is located within the same parking area, measured from the trunk of the tree.
 - c) A landscape island shall be provided at the end of each parking row and at a minimum interval of 12 parking spaces when such row is longer than 12 spaces. Such island shall be a minimum of eight feet wide and shall extend the length of the adjacent parking space.

Landscape islands shall not be required when parking spaces are located behind a building and are screened from view of the street for warehousing, manufacturing, assembly or wholesale uses. However, all landscaping which would otherwise be required behind the building shall be required elsewhere on the property.

- d) Landscape islands within parking lots shall not have more than 50 percent of their combined area planted with turf grass, the remainder shall be planted with approved plant material. Plantings interior to parking lots shall not exceed 36” in height at maturity.
- e) Landscape islands shall be measured from back of curb to back of curb, where curbs exist, otherwise from edge of approved hardscape material.

- f) Where plantings are adjacent to the front or rear of a parking space, a minimum two-foot-wide vehicle overhang shall be allowed in the landscape buffer. Said vehicle overhang shall be inclusive of the minimum 15-foot-wide landscape buffer required by this Article, such that there are no shrubs or trees planted within the two feet of the vehicle overhang. Low-growing groundcovers are acceptable in this area, however.
- iv. Any outdoor parking lot that contains 100 or more parking spaces shall provide not less than 10 percent of the interior of such lot, inclusive of maneuvering aisles, landscaped as follows:
 - a) One shade tree for each 10 parking spaces or fraction thereof. The placement of trees shall be coordinated with the location of lights used to illuminate a parking area so that they will be of such a stature that they will not interfere with these lights at maturity.
 - b) All parking spaces shall be located within 100 feet of a tree that is located within the same parking area, measured from the trunk of the tree.
 - c) A landscape island shall be provided at the end of each parking row and at a minimum interval of 10 parking spaces when such row is longer than 10 spaces. Such island shall be a minimum of eight feet wide and shall extend the length of the adjacent parking space.

Landscape islands shall not be required when parking spaces are located behind a building and are screened from view of the street for warehousing, manufacturing, assembly or wholesale uses. However, all landscaping which would otherwise be required behind the building shall be required elsewhere on the property.
 - d) Landscape islands within parking lots shall not have more than 50 percent of their combined area planted with turf grass, the remainder shall be planted with approved plant material. Plantings interior to parking lots shall not exceed 36" in height at maturity.
 - e) Landscape islands shall be measured from back of curb to back of curb, where curbs exist, otherwise from edge of approved hardscape material.
 - f) Where plantings are adjacent to the front or rear of a parking space, a minimum two-foot-wide vehicle overhang shall be allowed in the landscape buffer. Said vehicle overhang shall be inclusive of the minimum 15-foot-wide landscape buffer required by this Article, such that there are no shrubs or trees planted within the two feet of the vehicle overhang. Low growing groundcovers are acceptable in this area, however.

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v. Site Landscape Areas:

In addition to buffer and parking lot landscape requirements, certain site plantings shall be required to enhance the lot and provide ecosystem services.

- a) One shade tree, or ornamental tree where space is constrained, must be provided for every 3,000 square feet of lot area or fraction thereof, not including the building footprint and drive and parking aisles. Such site trees shall be a minimum of three-inch caliper at the time of planting. Species shall be selected from the approved tree list within Figure 1 of this Article.
- b) New tree plantings shall not have their mature dripline overlap by more than 10 percent of any exterior building wall.
- c) Foundation shrub plantings shall be included on the landscape plan. The foundation planting area must be a minimum of three feet in width and extend along a minimum of 50 percent of the portion of the foundation that faces a street. Shrubs must be spaced no more than 36 inches apart from each other at the time of planting. If certain building concepts preclude the placement of foundation plantings, such plantings shall be incorporated elsewhere on the site in a manner which satisfies the intent of foundation plantings.

9. LANDSCAPE REQUIREMENTS OF DETENTION AND RETENTION PONDS:

- a. Detention and retention ponds, if required, shall be designed as an integral part of the overall site and landscape plan(s) and shall be considered a natural landscape feature on the site which also serves important ecosystem functions.
- b. The area of any detention or retention pond shall not be counted toward the minimum required landscape area of the lot.
- c. The landscape design for any detention or retention pond shall include a variety of native and wetland-appropriate species.
- d. Within any detention pond, the area designed for inundation shall be planted with vegetation that can withstand periods of inundation and drought, can function to stabilize the side slope of the pond, and cleanse water runoff. A variety of appropriate plant material is encouraged to perform these functions.
- e. The following landscape elements shall be provided for the perimeter of each detention or retention pond:
 - i. One shade tree for each 50 linear feet of pond perimeter, or fraction thereof, as measured along the top of the bank.
 - ii. Two ornamental trees for each 50 linear feet of pond perimeter or fraction thereof as measured along the top of the bank.
 - iii. Ten shrubs for each 50 linear feet of pond perimeter, or fraction thereof, as measured along the top of the bank.

The required trees and shrubs are encouraged to be placed in a random pattern or in natural groupings, and the placement of the required landscape elements are not limited to the top of the bank so long as species selected are appropriate for the side or basin of pond.

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- f. Any detention or retention pond shall include a minimum 15-foot-wide maintenance access to the basin and any basin riser outlet structures. The planting plan shall be designed to prevent obstruction of the maintenance access by maturing trees and shrubs.
- g. Any above-ground mechanical structures related to the operation of the pond shall be identified on the landscape plan(s) and shall be screened with evergreen trees and shrubs.

10. CREDITS TOWARDS LANDSCAPE REQUIREMENTS:

- a. Each existing tree in a healthy and growing state at least 4" dbh and from the approved tree list, shall receive credit at an inch per caliper inch ratio toward the requirements for trees in the landscape buffer, the parking lot, or for site trees provided the existing trees are located on the subject site.
- b. This credit shall be subject to the following conditions:
 - i. At least three-fourths ($\frac{3}{4}$) of the tree dripline, at estimated mature size, must be in a permeable area.
 - ii. There shall be no changes in the original grade within the dripline areas of existing trees.
 - iii. Should any tree shown on the landscape plan(s) die, the tree shall be replaced in accordance with the provisions of Title 15, Chapter 155 of the Carrollton Code of Ordinances (Tree Preservation Ordinance).

11. ALTERNATE LANDSCAPE PLANS:

The City Manager or Designee may approve a modification of the landscape requirements which may result in a substitution or reduction of landscape plantings, and/or landscape areas of this Article in conjunction with the submittal of an Alternate Landscape Plan application, or may recommend such approval to the City Council, who may approve such modification in conjunction with a Special Use Permit request if the proposed Alternate Landscape Plan:

- a. Meets the stated purpose and intent of this Article; and
- b. Provides the minimum required landscape elements and yard area requirements when the site is considered as a whole; and
- c. Results in a superior landscape plan than that which could be achieved by strictly following the minimum requirements of this Article and;
- d. Incorporates the retention of significant trees, naturally occurring vegetation and water features; or,
- e. Better accommodates or improves the physical conditions of the subject property through the addition of any, or all of the following so as to compensate proportionally for any deficit:
 - i. An enhanced landscape buffer consisting of no less than 20 percent greater average width than otherwise required.

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- ii. Enhanced off-street parking paving consisting of no less than five percent decorative or permeable paving, or plantings consisting of no less than 20 percent greater than otherwise required.
 - iii. Enhanced pedestrian paving consisting of no less than 25 percent decorative paving materials. Said enhanced pedestrian paving shall not be located in the right-of-way.
 - iv. Art for public enjoyment visible from the street and accessible to the public with a marker describing the artist and piece.
 - v. Public open space area(s) with pedestrian-friendly facilities such as plazas, water features, seating areas, etc., open to the public.
 - vi. Conservation easement(s), being an agreement between the developer and the City of Carrollton for the purposes of preserving natural, undisturbed vegetation or waterways;
 - vii. Enhanced right-of-way or street median plantings in the vicinity, in partnership with the City of Carrollton including a Landscape License Agreement.
- f. Does not reduce the required landscape buffer area by greater than 20 percent, and
- g. The aggregate reduction of required landscaping cannot exceed 10 percent.

Staff level approval will consist of a team review which will include the City Landscape Planner, Building Official, Director of Development Services and the Planning Manager.

A landscape plan depicting a reduced width landscape buffer of more than 20 percent, or one which shows a lesser percentage (greater than 10 percent) of the site that otherwise meets landscape buffer requirements may be approved by the Planning and Zoning Commission with submittal of an Alternate Landscape Plan application or approved by the City Council in conjunction with a Special Use Permit when it is shown that the physical constraints of the property preclude strict compliance of this section.

The Alternate Landscape Plan shall be submitted in the same form as required by Section B, Subsection 3, Item b. Landscape Plan Required, of this Article and shall be subject to the same enforcement requirements established in this Article.

The Alternate Landscape Plan shall clearly delineate and identify the deviations from the provisions of this Article, and shall be clearly labeled as “Alternate Landscape Plan”.

SECTION C. SCREENING.

1. SCREENING WALL BETWEEN COMMERCIAL AND RESIDENTIAL DISTRICTS:

- a. Except as provided in Section C. *Screening*, Subsection 3. *Screening Wall Between Educational, Governmental or Recreational Facility and Residential Districts* and Subsection 4. *Loading and Vehicle Service Areas*, a solid, opaque masonry screening wall, not less than six (6) feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the State of Texas, shall be provided and maintained along the property line of any parcel within the (O-1, O-2, O-3, O-4), (LR-1, LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (LI) or (HI) districts where:
 - i. Such parcel abuts any residentially zoned property, including where such parcel is separated from the residentially zoned property by an alley; or
 - ii. Any use within the (O-1), (O-2), (O-3), (O-4), (LR-1), (LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (LI) or (HI) districts that fronts upon another street but sides or backs to the street upon which such single-family attached, single-family detached, or duplex structure fronts. (Reference Figure 4.1, Appendix A)
- b. Such wall shall be approved by the City Manager or Designee, and constructed prior to the issuance of a letter of acceptance by the Engineering Department for the construction of any building or portion thereof within the (O-1), (O-2), (O-3), (O-4), (LR-1), (LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (LI) or (HI) districts.

2. SCREENING WALL BETWEEN MULTI-FAMILY AND SINGLE-FAMILY DISTRICTS:

- a. A solid, opaque masonry screening wall, not less than six feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the state of Texas, shall be provided and maintained along the property line of any parcel within any (MF) Multi-Family Residential District where such parcel abuts any property zoned to a (SF) Single-Family or (D) Duplex Residential District. Such wall shall be approved by the City Manager or Designee, and constructed prior to the issuance of a letter of acceptance by the Engineering Department for the construction of any building or portion thereof within a (MF) Multi-Family district.
- b. No screening wall shall be required; however, between any (MF) Multi-Family zoned property and any (D) Duplex zoned property where such properties are separated by an alley, and where such alley jointly serves the multi-family and duplex zoned properties.
- c. The provisions of Section C. *Screening*, Subsection 1. *Screening Wall Between Commercial and Residential Districts* and Subsection 2. *Screening Wall Between Multi-Family and Single-Family Districts* shall not apply to any property line which abuts an (IH) Interim Holding District, nor to any property located within an (IH) Interim Holding District.

3. SCREENING WALL BETWEEN EDUCATIONAL, INSTITUTIONAL, GOVERNMENTAL, OR RECREATIONAL FACILITY AND RESIDENTIAL DISTRICTS:

- a. A solid, opaque masonry screening wall, not less than six feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the State of Texas, shall be provided and maintained along the property line of any lot or parcel used for educational, institutional, or governmental services, any public recreation or community center, or any public tennis court or swimming facility where such use abuts any residentially zoned property, and:
 - i. Where any outside storage is located on any part of the lot or parcel of such use; or
 - ii. Where any vehicle storage, repair, service, wash, or maintenance area is located on any part of the lot or parcel of such use; or
 - iii. Any loading or delivery area of such use, excluding trash receptacles, is located within 75 feet of any residentially zoned property.
- b. Where the provisions of Section C. *Screening*, Subsection 3. *Screening Wall Between Educational, Institutional, Governmental or Recreational Facility and Residential Districts*, Item (a) are not applicable, a solid, opaque masonry screening wall, not less than six feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the State of Texas, shall be provided and maintained along the property line of any lot or parcel used for educational, institutional, or governmental services, any public recreation or community center, or any public tennis court or swimming facility where:
 - i. Any portion of a parking area or driveway servicing such facilities is located within 25 feet from any residentially zoned property, regardless of whether such uses are separated by an alley. A screening wall shall not be required where such facilities are separated from any residentially zoned property by a public street.

It is not the intent of this subsection to require a screening wall between the parking area or driveway of such facility and any other educational, institutional, governmental, or public recreational facility. (Ord. No. 1947, 10/19/93); (Ord. No. 2099, 09/05/95)
- c. Where an opaque screening device of at least six feet in height does not exist along the property line of an educational, institutional, governmental, or recreational facility which existed on the effective date of this subsection, and would otherwise be required by Section C. *Screening*, Subsection 3. *Screening Wall Between Educational, Governmental or Recreational Facility and Residential Districts*, Item (a) or Item (b) above, erection of a masonry wall shall be required only in accordance with Article 22 of this ordinance.
- d. Where an opaque screening device of at least six feet in height is located on the property line separating such educational, institutional, governmental, or recreational use and the adjacent residentially zoned property, and such screening device existed on the effective date of this subsection, no further screening provisions shall be required.

Where the requirements of Section C. *Screening*, Subsection 3. *Screening Wall Between Educational, Institutional, Governmental or Recreational Facility and Residential District*, items (a) or (b) apply, and where such screening device is located on the property of the educational, institutional, governmental, or recreational facility, the removal of such screening wall subsequent

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to the effective date of this subsection shall constitute a violation of this ordinance. It shall be the responsibility of the educational, institutional, governmental, or recreational facility to ensure that the provisions of this Article are complied with.

- e. No screening device shall be required between the parking area or driveway of such facility and any public park or greenbelt, as designated by the Comprehensive Plan. (*Ord. No. 1641, 07/17/90*)
- f. The provisions of Section C. *Screening*, Subsection 1. *Screening Wall Between Commercial and Residential Districts* shall not apply to an office or administrative building of an exclusively educational or governmental use, regardless of the zoning of the property upon which such use is located, under the following circumstances:
 - i. No outside storage is located on any part of the lot or parcel of such use; and
 - ii. No vehicle storage, repair, service, wash, or maintenance areas are located on any part of the lot or parcel of such use; and
 - iii. All loading and delivery areas, excluding trash receptacles, are located in excess of 75 feet from any adjacent residentially zoned property, and are not located between the office or administrative building and any residentially zoned property.

All other provisions of Section C. *Screening*, Subsection 3. *Screening Wall Between Educational, Institutional, Governmental or Recreational Facility and Residential District* shall still apply. (*Ord. No. 2055, 02/21/95*)

4. LOADING AND VEHICLE SERVICE AREAS:

- a. All loading areas, freight docks, truck berths or truck parking areas, vehicle repair, service, wash or maintenance bays or areas, garages or garage doors, or any similar facility for any type of vehicle on any parcel within the (O-1), (O-2), (O-3), (O-4), (LR-1), (LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (IP), (LI), or (HI) districts shall be screened from any adjacent residentially zoned property by a solid, opaque masonry wall of not less than six (6) feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the state of Texas.

Where a solid, opaque masonry screening wall separating nonresidential and residential uses is already provided in accordance with Section C. *Screening*, Subsection 1. *Screening Wall Between Commercial and Residential Districts*, an additional screening wall relative to such loading, parking or service areas is not required. (*Ord. No. 1659, 10/02/90*); (*Ord. No. 1932, 08/17/93*)

- b. All vehicle repair, service, wash, or maintenance bays incidental to any use on any parcel within the (O-1), (O-2), (O-3), (O-4), (LR-1), (LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (IP), (LI), or (HI) districts shall not face less than 45 degrees from any adjacent residentially zoned property unless such repair, service, wash or maintenance bays are located in excess of 75 feet from the adjacent residentially zoned property. (*Ord. No. 1557, 07/11/89*); (*Ord. No. 1659, 10/02/90*); (*Ord. No. 1932, 08/17/93*)
- c. Any vehicle repair, service, wash or maintenance bays, incidental to any use on any parcel within the (O-1), (O-2), (O-3), (O-4), (LR-1), (LR-2), (CC), (LC), (TC), (HC), (C/W), (FWY), (IP), (LI), or (HI) districts, which are located within 100 feet of any arterial thoroughfare identified on the Carrollton Thoroughfare Plan, and which face less than 45 degrees from such arterial

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thoroughfare shall be screened from the view of the street by a solid, opaque wall or fence of not less than six feet in height, measured at the highest finished grade, and constructed in accordance with the standards prescribed by the City of Carrollton. (*Ord. No. 1557, 07/11/89*); (*Ord. No. 1659, 10/02/93*); (*Ord. No. 1932, 08/17/93*)

The provisions of this paragraph shall not apply, however, to any vehicle repair, service, wash or maintenance bays which are incidental to a gasoline service station.

5. OUTDOOR RECEPTACLES: (*Ord. 3439, 05/03/11*)

Receptacles greater than 100 gallons (or 15.5 cubic feet) in volume, located in any district, shall be screened on all sides by a solid, opaque masonry wall not less than six feet in height measured at the highest finished grade. The height of the receptacle shall not be permitted to exceed the height of the visual screening device. The masonry screening wall shall contain architectural features that coordinate with the exterior building façade of same property.

An opaque metal or wood gate architecturally compatible with the exterior building facade of same property shall be provided, except if the opening is not visible from a street. Gates shall remain closed except for the servicing of receptacles or for depositing items. All wood material shall be stained, pressure treated or adequately sealed to prevent decay. Cedar or redwood or other naturally decay-resistant woods may be used without the requirement of staining or other treatments. All edges of wood or metal gates shall be framed on the outside face with metal tubing. All metal shall be painted, powder-coated, or otherwise colored to match the exterior building façade of same property.

Receptacles completely hidden from view from any street, or a residentially zoned property shall not be required to provide enclosures.

Receptacles already enclosed by a solid, opaque visual screening device of at least six feet in height measured at the highest finished grade shall not be required to provide additional screening.

For all other requirements for outdoor receptacles, refer to Article 28, Section J.

6. OUTSIDE STORAGE:

Where outside storage is permitted, such areas shall be screened in accordance with Article 27. of this ordinance.

7. ELECTRICAL AND SERVICE METER BANKS AND AIR CONDITIONING UNITS:

All service meters and air conditioning units which can be seen from the street must be screened in such a manner as to obscure the sight of the units from the street. Such techniques may include, but are not limited to:

- a. Painting the meters and units to compliment the color of the adjacent façade, and/or
- b. Screening the meters and units behind ornamental grating, and /or
- c. Screening the meters and units behind a row of evergreen shrubbery, or

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- d. A mixture of the above.

8. MAINTENANCE:

All areas adjacent to any screening wall or fence, or areas adjacent to a public street or right-of-way, shall be maintained in a clean and orderly condition by the property owner, free of debris and trash, in accordance with the applicable codes of the City of Carrollton.

9. ALTERNATE SCREENING MATERIAL:

- a. Upon approval of the Planning & Zoning Commission, other material or screening devices which meet the intent of this Article, as determined by the Planning & Zoning Commission, may be utilized to satisfy the requirements of Section C.
- b. Unless specifically approved by the Planning & Zoning Commission, a chain link fence with slat inserts shall not constitute an acceptable screening device to satisfy the requirements of this Article. (*Ord. No. 2615, 06/05/01*)

10. CONFLICTS:

Where the screening standards prescribed by this Section conflict with special screening requirements which have been established within certain zoning districts of this ordinance, the more restrictive requirements shall apply.

11. FENCES IN RESIDENTIAL ZONING DISTRICTS (See also Fence Ordinance):

In any residential zoning district or any non-residential zoned district adjacent to residentially zoned property, no fence shall be erected which is electrically charged in any form or manner, or is composed of barbed wire, concertina wire, razor wire or similar material. (*Ord. No. 1844, 11/03/92*); (*Ord. No. 2484, 01/04/00*)

12. FENCES ADJACENT TO SCREENING WALLS:

Where a screening wall is provided between any residential subdivision and any thoroughfare, the following requirements shall apply. (See also Fence Ordinance.)

- a. Subsequent to September 5, 1995, no new fence shall be erected:
 - i. Which is located in a required side or rear yard setback, and which is parallel to, or approximately parallel to, a screening wall, and which exceeds the height of such screening wall or,
 - ii. Which is located in a required side or rear yard setback, and which is perpendicular to or approximately perpendicular to a screening wall, and which exceeds the height of such screening wall.
- b. Subsequent to September 5, 1995, no existing screening wall shall be raised in height unless such extension is done in a manner consistent with the color, material, or character of the existing wall, and such extension occurs along the entire length of the screening wall, including where the wall may be interrupted by streets, alleys, or other access ways.

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- c. Such provisions shall not apply where the screening wall is separated from the residential subdivision by a public alley.
- d. For any subdivision approved subsequent to January 1, 1994, which has a wrought iron or other similar non-opaque fence adjacent to any thoroughfare, no fence shall be erected which is located within the required side or rear yard, which is parallel to or approximately parallel to, such wrought iron or similar non-opaque fence. (Ord. No. 2099, 09/05/95)

13. RETAINING WALLS:

Retaining walls, four feet or greater in height, that face or have exposure to any public thoroughfare, shall be veneered with brick or stone unless an alternate is approved by the Planning and Zoning Commission. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Department within 10 days of the action of the Planning & Zoning Commission. A maximum of 50 percent of the total linear feet of a continuous retaining wall, in existence at the time of the adoption of this provision, may be replaced without meeting this requirement. (Ord. No. 2572, 11/07/00)

FIGURE 1 APPROVED PLANT LIST

(Ord. No. 3498, 06/05/2012; Ord. No. 3891, Effective 01/19/19; Ord. No. 4108, 11/01/22)

TREES

The trees listed below shall be used to meet the minimum landscape requirements established in Section B. *Landscape*, Subsection 1. *Landscape Area Required* of this Article, and guide proposal of any additional trees on a project site. No commercial or multi-family project site may be planted with more than 1/3 of any one tree genus, except where preserved existing site trees will fulfil all tree requirements of this Article.

LARGE TREES

<i>Acer saccharum</i> ‘Caddo’	Caddo Maple
<i>Acer rubra</i>	Red Maple
<i>Carya Illinoensis</i>	Pecan
<i>Fraxinus americana</i>	White Ash
<i>Ginkgo biloba</i>	Ginkgo
<i>Gleditsia triacanthos</i> v. <i>inermis</i>	Thornless Honey Locust
<i>Gymnocladus dioicus</i>	Kentucky Coffeetree
<i>Magnolia grandiflora</i>	Southern Magnolia
<i>Maclura pomifera</i> v. <i>inermis</i>	Thornless Bois d’Arc (male only)
<i>Platanus mexicana</i>	Mexican Sycamore
<i>Populus deltoides</i> sp. (male)	Cottonless Cottonwood
<i>Prosopis glandulosa</i>	Mesquite
<i>Quercus fusiformis</i>	Escarpment Oak

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Quercus macrocarpa
Quercus muehlenbergii
Quercus fusiformis
Quercus michauxii
Quercus polymorpha
Quercus shumardii
Quercus stellata
Quercus virginiana
Sideroxylon lanuginosum
Taxodium distichum
Taxodium ascendens
Ulmus crassifolia
Ulmus parviflora 'Drake'
Ulmus rubra

Bur Oak
Chinkapin Oak
Escarpment Live Oak
Swamp Chestnut Oak
Mexican White Oak
Shumard Red Oak
Post Oak
Live Oak
Gum Bumelia
Bald Cypress
Pond Cypress
Cedar Elm
Drake Elm
Slippery Elm

MID-SIZE TREES

Acer buergerianum
Bumelia lanuginosa
Betula nigra
Cotinus obovatus
Cupressus arizonica
Diospyros virginiana (male)
Diospyros texana
Fraxinus pennsylvanica
Fraxinus albicans 'Buckley'
Fraxinus berlandieriana
Koelreuteria paniculate
Juglans microcarpa
Juglans nigra
Juniperus ashei
Juniperus deppeana
Juniperus virginiana
Koelreuteria paniculata
Liquidambar styraciflua sp.
Magnolia grandiflora 'Bracken's Brown Beauty'
Magnolia grandiflora 'Little Gem'
Magnolia grandiflora 'TMGH'
Magnolia soulangeana
Nyssa sylvatica
Pinus eldarica
Pinus nigra
Pinus taeda
Pinus thunbergii
Pistacia chinensis

Trident Maple
Chittamwood
River Birch
American Smoketree
Arizona Cypress
Common Persimmon
Texas Persimmon
Green Ash
Texas Ash
Mexican Ash
Golden Rain Tree
Texas Walnut
Black Walnut
Ashe Juniper
Alligator Juniper
Eastern Red Cedar
Golden Raintree
Sweetgum
Bracken's Brown Beauty Magnolia
Little Gem Dwarf Southern Magnolia
Alta Southern Magnolia
Saucer Magnolia
Black Gum
Afghan Pine
Austrian Pine
Loblolly Pine
Japanese Black Pine
Chinese Pistache

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<i>Quercus buckleyi</i>	Texas Oak
<i>Quercus havardii</i>	Harvard Shin Oak
<i>Quercus laceyi</i>	Lacey Oak
<i>Sapindus drummondii</i>	Western Soapberry
<i>Ulmus alata</i>	Winged Elm
<i>Ulmus parviflora</i>	Lacebark Elm

SMALL/ORNAMENTAL TREES – POWER LINE CORRIDOR TREES

<i>Acer truncatum</i>	Shantung Maple
<i>Acer grandidentatum</i>	Bigtooth Maple
<i>Aesculus pavia</i>	Red Buckeye
<i>Cercis canadensis</i> ‘Mexicana’	Mexican Redbud
<i>Cercis canadensis</i> ‘Oklahoma’	Oklahoma Redbud
<i>Cercis canadensis</i> ‘Texensis’	Texas Redbud
<i>Chilopsis linearis</i>	Desert Willow
<i>Chioanthus retusus</i>	Chinese Fringe Tree
<i>Chioanthus virginicus</i>	White Fringe Tree
<i>Crataegus reverchonii</i>	Reverchon Hawthorn
<i>Crataegus texana</i>	Texas Hawthorn
<i>Cupressus leylandii</i>	Leyland Cypress
<i>Chilopsis linearis</i>	Desert Willow
<i>Ilex decidua</i>	Possumhaw Holly
<i>Ilex vomitoria</i>	Yaupon Holly
<i>Lagerstroemia indica</i> sp.	Crepe Myrtle
<i>Magnolia x soulangeana</i> v. (small)	Saucer Magnolia
<i>Magnolia stellata</i> v.	Star Magnolia
<i>Myrica cerifera</i>	Wax Myrtle
<i>Prunus caroliniana</i>	Carolina Cherry Laurel
<i>Prunus mexicana</i>	Mexican Plum
<i>Rhus lanceolata</i>	Prairie Flameleaf Sumac
<i>Ungnadia speciosa</i>	Mexican Buckeye
<i>Viburnum rufidulum</i>	Rusty Blackhaw
<i>Vitex agnus-castus</i>	Chaste Tree

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PLANT MATERIAL

The plant material listed below shall be used to meet the minimum landscape requirements established in Section B. *Landscape*, Subsection 1. *Landscape Area Required* of this Article, and guide proposal of any additional plant material on a project site.

SHRUBS

<i>Abelia sp.</i>	Abelia
<i>Agave sp.</i>	Agave
<i>Anisacanthus quadrifidus v. wrightii</i>	Flame Acanthus
<i>Buxus microphylla japonica</i>	Common Japanese Boxwood
<i>Callicarpa americana</i>	American Beautyberry
<i>Chaenomeles japonica v.</i>	Flowering Quince
<i>Cistus sp.</i>	Rock Rose
<i>Cleyera japonica v.</i>	Japanese Cleyera (Sasaki)
<i>Forsythia x intermedia v.</i>	Forsythia
<i>Ilex sp.</i>	Holly
<i>Hesperaloe parviflora</i>	Red or Yellow Texas Yucca
<i>Hydrangea sp.</i>	Hydrangea
<i>Juniperus sp.</i>	Juniper
<i>Lagerstroemia indica v.</i>	Dwarf Crepe Myrtle
<i>Leucophyllum frutescens</i>	Texas Sage
<i>Ligustrum sinense 'Sunshine'</i>	Sunshine Ligustrum
<i>Lorapetalum chinense v.</i>	Lorapetalum
<i>Mahonia sp.</i>	Mahonia
<i>Myrica pusilla</i>	Dwarf Wax Myrtle
<i>Nandina sp.</i>	Nandina
<i>Opuntia ellisiana</i>	Spineless Prickly Pear
<i>Photinia x fraseri v.</i>	Red Tip Photinia
<i>Prunus carolinia v.</i>	Cherry Laurel
<i>Rosa sp.</i>	Rose
<i>Rosemary officianalis</i>	Rosemary
<i>Spiraea sp.</i>	Spiraea
<i>Teucrium fruticans</i>	Bush Germander
<i>Yucca recurviflora</i>	Soft Leaf Yucca

FERNS

<i>Athyrium niponicum v. pictum</i>	Japanese Painted Fern
<i>Cyrtomium falcatum</i>	Holly Fern
<i>Dryopteris sp.</i>	Wood Fern
<i>Dryopteris erythrosora</i>	Autumn Fern

PERENNIALS

ART. 25 LANDSCAPE AND SCREENING

<i>Agapanthus sp.</i>	Agapanthus
<i>Anisacanthus quadrifidus v. wrightii</i>	Flame Acanthus
<i>Artemisia sp.</i>	Wormwood
<i>Asclepias tuberosa</i>	Butterflyweed
<i>Aquilegia sp.</i>	Columbine
<i>Calyptocarpus vialis</i>	Horseherb
<i>Canna sp.</i>	Canna Lily
<i>Conoclinium greggii</i>	Gregg's Mistflower
<i>Dianthus sp.</i>	Pinks
<i>Dichondra argentea</i>	Silver Pony-foot
<i>Dyschoriste linearis</i>	Snake Herb
<i>Echinacea sp.</i>	Coneflower
<i>Gaura lindheimeri v.</i>	Beeblossom
<i>Helleborus sp.</i>	Lenten Rose
<i>Hemerocallis sp.</i>	Daylily
<i>Heuchera sp.</i>	Coral Bells
<i>Hibiscus x moscheutos v.</i>	Hardy Hibiscus
<i>Lantana sp.</i>	Lantana
<i>Liatris punctata v. mucronata</i>	Texas Gayfeather
<i>Liriope sp.</i>	Lilyturf
<i>Malvaviscus arboreus</i>	Turk's Cap
<i>Monarda didyma</i>	Bee Balm
<i>Oenothera sp.</i>	Evening Primrose
<i>Ophiopogon japonicus v.</i>	Mondo Grass
<i>Phlox paniculata v.</i>	Phlox
<i>Phyla nodiflora</i>	Texas Frogfruit
<i>Ratibida sp.</i>	Prairie Coneflower
<i>Rudbeckia sp.</i>	Coneflower
<i>Ruellia brittoniana</i>	Dwarf Mexican Petunia
<i>Salvia farinacea 'Henry Duelberg'</i>	Henry Duelberg Salvia
<i>Salvia greggii</i>	Autumn Sage
<i>Salvia sp.</i>	Salvia
<i>Santolina sp.</i>	Lavender Cotton
<i>Scutellaria ovata</i>	Heartleaf Skullcap
<i>Scutellaria suffrutescens</i>	Pink Texas Skullcap
<i>Scutellaria wrightii</i>	Wright's Skullcap
<i>Stachys byzantine</i>	Lamb's Ear
<i>Symphyotrichum oblongifolium</i>	Fall Aster
<i>Tagetes lemonii</i>	Copper Canyon Daisy
<i>Tagetes lucida</i>	Mexican Mint Marigold
<i>Teucrium canadense</i>	Creeping Germander
<i>Verbena sp.</i>	Verbena
<i>Veronica spicata v.</i>	Veronica
<i>Wedelia texana</i>	Zexmenia

ORNAMENTAL GRASSES

<i>Acorus sp.</i>	Sweet Flag
<i>Andropogon glomeratus</i>	Bushy Bluestem
<i>Bouteloua curtipendula</i>	Sideoats Grama
<i>Bouteloua gracilis 'Blonde Ambition'</i>	Blonde Ambition Blue Gramma Grass
<i>Calamagrostis sp.</i>	Feather Reed Grass
<i>Carex sp.</i>	Sedge Grass
<i>Chasmanthium latifolium</i>	Inland Sea Oats
<i>Cortaderia selloana pumila</i>	Dwarf Pampas Grass
<i>Festuca sp.</i>	Fescue
<i>Miscanthus sinensis sp.</i>	Maiden Grass
<i>Muhlenbergia lindheimeri</i>	Lindheimer's Muhly
<i>Muhlenbergia sp.</i>	Gulf Muhly Grass
<i>Nasella tenuissima</i>	Mexican Feather Grass
<i>Panicum virgatum</i>	Switch Grass
<i>Pennisetum sp.</i>	Fountain Grass

VINES

<i>Bignonia sp.</i>	Crossvine
<i>Campsis radicans</i>	Trumpet Vine
<i>Gelsemium sempervirens</i>	Carolina Jessamine
<i>Lonicera sempervirens</i>	Coral Honeysuckle
<i>Parthenocisus quincifolia</i>	Virginia Creeper
<i>Rosa sp.</i>	Climbing Rose
<i>Wisteria frutescens</i>	Texas Wisteria

TURF GRASS

<i>Buchloe dactyloides</i>	Buffalo Grass
<i>Cynadon dactylon</i>	Bermuda Grass
<i>Festuca sp.</i>	Fescue
<i>Lolium multiflorum</i>	Rye Grass
<i>Zoysia sp.</i>	Zoysia

PLANTS FOR DETENTION & RETENTION PONDS

The plant material listed below shall be used to meet the minimum landscape requirements established in Section B. *Landscape*, Subsection 1. *Landscape Areas Required* of this Article. The use of these is not intended to reduce plant species from which to select from or inhibit creativity but rather ensure plant performance. Plants not listed below may be used to provide landscape plantings in excess of the minimum requirements of this Article.

TREES

<i>Betula nigra</i> 'Dura Heat'	Dura-Heat River Birch
<i>Fraxinus texensis</i>	Texas Ash
<i>Taxodium ascendens</i>	Pond Cypress
<i>Taxodium distichum</i>	Bald Cypress
<i>Ulmus crassifolia</i>	Cedar Elm

ORNAMENTAL TREES

<i>Cornus drummondii</i>	Roughleaf Dogwood
<i>Ilex decidua</i>	Possumhaw Holly
<i>Myrica cerifera</i>	Southern Wax Myrtle

SHRUBS

<i>Amorpha fruticosa</i>	Indigo Bush
<i>Callicarpa americana</i>	American beautyberry
<i>Ilex glabra</i> 'Compacta'	Compact Inkberry
<i>Myrica pusilla</i>	Dwarf Wax Myrtle
<i>Nandina sp.</i>	Nandina
<i>Physostegia virginiana</i>	Obedient Plant

NATIVE GRASSES

<i>Andropogon gerardii</i>	Big Bluestem
<i>Andropogon glomeratus</i>	Brushy Bluestem
<i>Chasmanthium latifolium</i>	Inland Sea Oats
<i>Muhlenbergia capillaries</i>	Gulf Muhly
<i>Muhlenbergia lindheimer</i>	Lindheimer Muhly
<i>Muhlenbergia reverchonii</i>	Seep Muhly
<i>Penstemon tenuis</i>	Gulf Coast Penstemon
<i>Sorghastrum nutans</i>	Indian Grass
<i>Tripsacum dactyloides</i>	Eastern Gamagrass

HERBACEOUS PLANTS

<i>Chamaecrista fasciculate</i>	Partridge Pea
<i>Dalea frutescens</i>	Black Dalea

<i>Dyschoriste linearis</i>	Snake Herb
<i>Helianthus maximilianii</i>	Maximillian Sunflower
<i>Malvaviscus drummondi</i>	Turks Cap

FIGURE 2
PROHIBITED PLANT LIST

(Ord. No. 3498, 06/05/2012; Ord. No. 3891, Effective 01/19/19; Ord. No. 4108, 11/01/22)

The following plant materials are prohibited. Due to their detrimental impact on the natural environment, foundations, sidewalks, and other impervious areas, these plant materials shall not be used. If these materials are existing, they do not have to be removed from the site. They may not however, be counted towards meeting any landscape requirements by this Article.

Trees

<i>Acer saccharinum</i>	Silver Maple
<i>Albixia jubibrissin</i>	Mimosa
<i>Celtis occidentalis</i>	Hackberry
<i>Fraxinus veluta</i>	Arizona Ash
<i>Morus alba</i> “fruitless”	Fruitless Mulberry
<i>Morus alba</i>	Mulberry
<i>Platanus occidentalis</i>	American Sycamore
<i>Populus deltoides</i> (female)	Cottonwood
<i>Salix babylonica</i>	Weeping Willow

Plants

<i>Elaeagnus spp.</i>	Thorny Olive
<i>Equisetum hyemale</i>	Horsetail Reed
<i>Hedera helix</i>	English Ivy
<i>Wisteria sinensis</i>	Chinese Wisteria

The following may be used only where completely surrounded by concrete:

<i>Euonymus fortunei</i> ‘Coloratus’	Purple Wintercreeper
<i>Trachelospermum asiaticum</i>	Asiatic Jasmine
<i>Vinca major</i>	Bigleaf Periwinkle

ART. 26 RESERVED FOR FUTURE USE

ARTICLE 26
RESERVED FOR FUTURE USE
(Ord. No. xxxx; 04/07/26)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 27 OUTSIDE STORAGE AND DISPLAY

SECTION A. OUTSIDE STORAGE.

1. In all districts where the outside storage of materials is permitted, such storage shall be allowed only as an accessory use to the main use on the same lot or tract of land.
2. No outside storage shall be located between the main building and any adjacent public street.
(Ord. No. 1641, 07/17/90)
3. Screening:
 - a. All outside storage shall be screened from the view of any adjacent public street by a solid, opaque wall or fence of not less than six feet in height measured at the highest finished grade, constructed in accordance with the standards prescribed by the City of Carrollton.
 - b. All outside storage shall be screened from any adjacent residentially zoned property by a solid, opaque masonry wall of not less than six feet in height measured at the highest finished grade, and designed by a Professional Engineer registered in the state of Texas.
 - c. A chain link fence with slat inserts shall not constitute an acceptable screening device to satisfy the requirements of this subsection, unless specifically approved by the City Council.
 - d. Materials stored behind any screening wall or fence shall be stacked no higher than one foot below the top of the fence or wall. Vehicles, trailers, mobile machinery or equipment shall be permitted to exceed the height of such screening wall or fence, provided, however, that no vehicle, trailer, mobile machinery or equipment shall be used for, nor constitute, permanent storage.
 - e. Upon approval of the City Council, other materials or screening devices which meet the intent of this subsection, as determined by the City Council, may be utilized to satisfy the requirements of subsections (3)(a) and (3)(b) above.
 - f. The location of all outside storage, and the screening thereof, shall comply with the provisions of Chapter 53 and Title 7 of the Carrollton Code of Ordinances, otherwise known as the Visibility Obstructions Ordinance. *(Ord. No. 1947, 10/19/93)*

SECTION B. OUTSIDE DISPLAY. *(Ord. 3439, 05/03/11)*

1. In all districts where the outside display of merchandise for sale is permitted, such display shall be allowed only as an accessory use to the main use on the same lot or tract of land.
2. In all districts where the outside display of goods is permitted, such display of goods for sale incidental to a retail use such as sales and rental of motor vehicles, mobile or manufactured

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homes, watercraft or trailers, or the outside display of automobile-related merchandise for sale incidental to a gasoline filling station shall not be required to be screened in accordance with the provisions of Section A(3) of this Article. (*Ord. No. 3891, 12/11/18*)

3. In all districts where the outside display of goods is permitted, such display shall conform with all of the following requirements:

- a. Where outside display is located adjacent to a building, an unoccupied area of not less than four feet in width shall be provided for pedestrian access between any outside display and vehicle overhang areas of any adjacent parking lot.
- b. In no instance shall outside display of merchandise be located within, nor encroach upon, a fire lane, maneuvering aisle, unimproved surface, landscape area, or in any parking lot. A parking lot in this section is defined as parking spaces and driving aisles (See Appendix A - Illustrations, Part 3 – Parking (Figure 3.6)).
- c. Outside display shall be situated so as not to create a visibility obstruction to moving vehicles within a parking lot. Where outside display is located at the intersection of two or more maneuvering aisles, the displayed merchandise shall not exceed 30 inches in height above the grade level of the parking lot.

Outside display located at the intersection of a maneuvering aisle and any public street shall comply with the provisions of Chapter 53 and Title 5 of the Carrollton Code of Ordinances, otherwise known as the Visibility Obstructions Ordinance.

- d. The area devoted to outside display shall not exceed five percent of the total floor area of the building occupied by the use to which such outside display is accessory. (*Ord. No. 1705, 05/07/91*)
- e. Outside display shall not block or impede access to a fire connection.
- f. Outside display shall be prohibited in any right-of-way except where allowed by a license agreement with the City.

ARTICLE 28 PERFORMANCE STANDARDS

In any district no land shall be used in any manner other than in compliance with the performance standards set forth herein.

SECTION A. FIRE AND EXPLOSIVE HAZARD.

The storage and use of all flammable or combustible liquids and hazardous materials shall be permitted only in accordance with Article 5 of this ordinance, and only when such storage or use conforms to the standards and regulations of the City of Carrollton.

SECTION B. GLARE.

The purpose of this section is to minimize glare, sky glow, light trespass and excessive energy consumption to attain effective outdoor lighting through the use of appropriate lighting fixtures, practices and systems, while maintaining safety, security and productivity.

1. Light fixtures shall be hooded or a lighting source with a seal of approval for dark sky compliance or its equivalent as determined by the City Manager or designee shall be installed.
2. Light fixtures of any kind shall be oriented 90 degrees downward from any arterial street, as shown on the adopted Transportation Plan.
3. Adjustable wall-mounted fixtures shall be mounted with shielding placed such that light is projected downwards with spillage no greater than 45 degrees from the face of the building.
4. Light and Glare Standards:
 - a. There shall be no more than two-tenths (0.2) of one foot candle of light vertically measured five feet above grade or more at the property line shining onto any adjacent residential uses or zoned property, and, more than four-tenths (0.4) of one foot candle of light vertically measured five feet above grade or more.
 - b. The use of mercury vapor lamps as a light source shall be prohibited.
 - c. All luminaires on property zoned or used for commercial or multi-family residential purposes visible from any street shall be so designed as to have the light source fully shielded from direct view at a point five feet or greater above grade at the property line.
 - d. All luminaires on property zoned or used for commercial or multi-family residential abutting property used or zoned Single-Family Residential District shall be so designed as to have the light source fully shielded from direct view five feet or greater above grade at the property line.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

5. The following shall be exempted from this Section:
 - a. Lighting installed by a governmental agency for public benefit on public right-of-ways, parks and public recreations areas.
 - b. Emergency lighting by police, fire and or municipal, state or federal governmental authorities.
 - c. All approved public and private school ball fields. Lighting for these outdoor recreational uses shall be shielded to comply with the limitations on neighborhood properties.
 - d. Outdoor advertising signs constructed of translucent or other materials and wholly illuminated from within do not require such shielding.
 - e. Temporary lighting as approved for special events.
 - f. Low wattage lighting used for seasonal or decorative purposes in outside areas. (*Ord. No. 3891, 12/11/18*)
6. Any addition, replacement, or substantial change to an existing lighting system shall comply with the provisions of this article. (*Ord. No. 3467, 12/06/11*); (*Ord. 3769, 10/18/16*)

SECTION C. NOISE.

At no point at the bounding property line of any lot or parcel shall the sound pressure level of any operation or activity exceed the decibel limits specified in the octave band groups designated in the following table:

1. Maximum permissible daytime octave band-decibel limits at the bounding property line in any district:

Octave Band (cps)	Decibel Band Limit (dB re 0.0002 microbar)
37 - 75	86
75 - 150	76
150 - 300	70
300 - 600	65
600 - 1200	63
1200 - 2400	58
2400 - 4800	55
4800 - 9600	53
A scale	65

Note: "A scale" levels are provided for monitoring purposes only and are not applicable to detailed sound analysis.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

2. The following corrections shall be made to the table of octave band-decibel limits in determining compliance with the noise level standards in any district:
 - a. When noise is present at nighttime; SUBTRACT 7 dB.
 - b. When noise contains strong pure-tone components or is impulsive, that is, when meter changes at 10 decibels or more per second; SUBTRACT 7 dB.
 - c. When noise is present for not more than:
 - ½ minute in any ½-hour period; or
 - 1 minute in any 1-hour period; or
 - 10 minutes in any 2-hour period; or
 - 20 minutes in any 4-hour period;ADD 10 dB.
3. Measurement of noise shall be made with a sound level meter or octave band analyzer meeting the standards prescribed by the American Standards Association.

SECTION D. ODOROUS MATTER.

No use shall be located or operated in any district which involves the emission of obnoxious odorous matter from a source of operation where such obnoxious odorous matter exceeds the odor threshold at the bounding property line or any point beyond the tract upon which such use or operation is located.

The odor threshold as set forth herein shall be determined by observation by a person or persons. In any case where uncertainty may arise or where the operator or owner of an odor-emitting use may disagree with the enforcing officer, or where specific measurement of odor concentration is required, the method and procedures specified by the American Society for Testing Materials, A.S.T.M. D1391-57 entitled "Standard Method for Measurement of Odor in Atmosphere", shall be used and shall be hereby incorporated into this ordinance by reference.

SECTION E. SMOKE AND PARTICULATE MATTER.

1. SMOKE:

The standards specified by the Texas Air Control Board Regulations for the Control of Air Pollution, as published by the Texas State Department of Health, shall apply.

2. PARTICULATE MATTER:

The standards specified by the Texas Air Control Board Regulations for the Control of Air Pollution, as published by the Texas State Department of Health, shall apply.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

SECTION F. TOXIC AND NOXIOUS MATTER.

No operation or use permitted in any district shall emit a concentration, across the bounding property line of the tract on which such operation or use is located, of toxic or noxious matter which will exceed 10 percent of the concentration (exposure) considered as the threshold limit for an industrial worker as such standards are set forth by the Texas State Department of Health in Threshold Limit Values Occupational Health Regulation No. 3, which is hereby incorporated into this ordinance by reference.

SECTION G. VIBRATION.

No operation or use in any district shall at any time create earthborn vibration which, when measured at the bounding property line of the source of operation, exceeds the limits of displacement set forth in the following table in the frequency ranges specified:

Frequency Cycles per Second	Displacement in Inches
0 to 10	0.0010
10 to 20	0.0008
20 to 30	0.0005
30 to 40	0.0004
40 and over	0.0003

SECTION H. TRAILERS AND CONTAINERS.

No trailers, containers, shipping containers, commercial boxes, vehicles or similar structures shall be used as buildings or structures. (*Ord. No. 3891, 12/11/18*)

SECTION I. DEFINITIONS APPLICABLE TO THE PERFORMANCE STANDARDS.

(*Ord. No. 3467, 12/06/11*)

1. **BOUNDING PROPERTY LINE:** The far side of any street, alley, stream or other permanently dedicated open space from the light or noise source when such open space exists between the property line of the light or noise source and adjacent property. When no such open space exists, the common line between two parcels of property shall be interpreted as the bounding property line.
2. **DAYTIME:** The hours between sunrise and sunset on any given day.
3. **DECIBEL:** A unit of measurement of sound pressure.
4. **FREQUENCY:** The number of times per second a vibration or sound wave oscillates.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

5. GLARE: Direct lighting emitted from a luminaire that causes reduced vision or temporary blindness.
6. LIGHT SOURCE: The bulb or lamp, which is a component of the luminaire.
7. LUMINAIRE: A device or fixture containing a light source and means for directing and controlling the distribution of light from a source. A luminaire consists of the complete lighting assembly, less the support assembly.
8. MERCURY LAMP: A high intensity discharge lamp where light is produced by radiation from mercury vapor.
9. OCTAVE BAND: A portion of the audible sound spectrum. An Octave Band analyzer divides the audible sound spectrum into eight Octave Bands.
10. ODOR THRESHOLD: The concentration of odorous matter in the atmosphere necessary to be perceptible to the olfactory nerve of a normal person. Determination of the Odor Threshold is prescribed by A.S.T.M. D1391-57, "Standard Method of Measuring Odor in Atmospheres".
11. PARTICULATE MATTER: Finely divided solid or liquid matter, other than water, which is released into the atmosphere.
12. SHIELDING: The use of a physical structure intended to restrict emitted light.
13. SMOKE: The visible discharge of particulate matter from a chimney, vent or combustion process.
14. TOXIC AND NOXIOUS MATTER: Any solid, liquid or gaseous matter which is present in sufficient quantities to endanger the health, safety and comfort of persons in the vicinity or which may cause injury or damage to property.
15. VIBRATION: A periodic displacement of the earth measured in inches.

SECTION J. OUTDOOR RECEPTACLES. (*Ord. No. 3866, 07/10/18*)

Receptacles shall be located and maintained in accordance with the following provisions:

1. Receptacles 50 gallons (6.7 cubic feet) to less than 100 gallons (15.5 cubic feet) in volume:
 - a. Shall be inside a building, flush against the exterior wall of a building, or within 10 feet of the building.
 - b. Are prohibited in parking areas, on driveways, or landscape areas, with the exception that containers under 50 gallons may be placed next to shopping carts corrals without encroaching upon or impacting existing parking spaces.
 - c. A minimum four feet of clearance shall be maintained on any sidewalk or walkway to allow safe pedestrian access.
 - d. The regulations in this subsection exclude waste and recycling bins on single family lots or in the Transit Center District, as approved on a development plan, as provided in Article 20.
2. Receptacles 100 gallons (15.5 cubic feet) or greater:

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- a. Shall be located behind the main building on the lot or parcel, or shall be completely screened as prescribed in Article 25, Section C.
- b. Shall be marked to identify the name and telephone number of the firm(s) or person(s) responsible for the removal of collected materials, and shall display a notice stating that no material shall be left outside of the collection bin or container.
- c. Shall occupy or be located on a paved surface only, as specified in the City of Carrollton General Design Standards, as amended, and upon a developed property.
- d. Are prohibited on properties that contain single-family land uses.
- e. Shall be located no closer to the street right-of-way than any building.
- f. Shall not be located directly beneath any overhead utility line less than 25 feet in height.
- g. Receptacles 100 gallons or greater are exempted from the provisions of this subsection so long as a unique site and permanent condition exists on the property that precludes the use of other alternatives for trash removal, if such receptacles have been in continued use since a date prior to July 10, 2018 as the method of regular trash removal service for a business located onsite.
- h. Roll off dumpsters used for debris related to construction, demolition, or remodel projects shall be exempt from the provisions of this section, for the duration of an active building permit.

3. SPECIAL PROVISIONS: (*Ord. No. 3866, 07/10/18*)

- a. All driveways or other areas bearing receptacles 100 gallons (15.5 cubic feet) or greater shall be designed to accommodate the weight of a 56,000 pound G.V.W. sanitation truck. Lifting pads shall be provided in front of each trash dumpster receptacle location to accommodate the front wheels of the sanitation service trucks.
- b. All refuse items collected and stored must be completely contained within the receptacle. In no instance shall the collected or stored material be stacked to exceed the height of the waste container. No material shall be stored or displayed outside of the receptacle. The receptacle shall be equipped with a lid that completely covers any opening utilized for the deposit of items or material, and shall remain closed at all times, except during the deposit or removal of contents.
- c. Receptacles shall be positioned at a 45 degree angle adjacent to a driving aisle or placed in a manner that allows a truck to have straight access.

4. For all other outdoor receptacle requirements, refer to Article 25, Section (C)(5).

SECTION K. VENDING AND REVERSE VENDING MACHINES.

(Ord. No. 3439, 05/03/11)

All vending and reverse vending machines shall comply with the following conditions:

1. Vending machines are subordinate structures that are classified as outside display. The area occupied by a vending machine shall be included in calculating coverage for outside display, as described in Article 27, Section B.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

2. A reverse vending machine is prohibited outside.
3. A vending machine shall have a maximum height of 10 feet and maximum area of 24 square feet.
4. A vending machine shall be placed flush against the outside wall of a building.
5. A vending machine shall not be located within a required setback, open space, view corridor, landscaping area, or within a parking lot, or driveway aisle.
6. A vending machine shall be located to allow a minimum four feet of clearance to allow safe pedestrian access.
7. Vending machines shall be maintained in a clean litter-free condition, and shall be sufficiently illuminated to ensure safe operation at all times.
8. Vending machines located in public parks are not required to meet the requirements above, except Section K(7), but shall be screened from streets.

SECTION L. WATER WELL POLLUTION PROTECTION. *(Ord. No. 3438, 05/03/11)*

1. PURPOSE:

- a. This Section sets forth uniform requirements for the users and the construction of facilities in or on land within 150 feet of any water wells operated by the City of Carrollton (“Wells”) in order to promote sanitary conditions in and around such Wells, to secure all such land from pollution hazards, and to enable the City to comply with all applicable state and local regulations.
- b. The objective of this Section is to prevent certain uses and the construction of facilities in or on land surrounding the Wells, which might create a danger of pollution to the water produced from such Wells.

2. DEFINITIONS:

Unless the context requires otherwise, the following terms and phrases, as used in this Section, shall have the meanings hereinafter designated:

- a. *Person* shall mean any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity, or its legal representatives, agents, successors, or assigns.
- b. *Wells* shall mean the water wells owned and operated by the City.

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

3. PROHIBITED ACTIVITIES:

The following activities are prohibited within the designated areas of land surrounding the Wells:

- a. Construction and/or operation of any underground petroleum and/or chemical storage tank, liquid transmission pipeline, stock pen, feedlot, dump grounds, privy, cesspool, septic tank, sewage treatment plant, sewage wet well, sewage pumping station, drainage ditch which contains industrial waste discharges or the wastes from sewage treatment systems, solid waste disposal site, land on which sewage plant or septic tank sludge is applied, land irrigated by sewage plant effluent, septic tank perforated drain field, absorption bed, evapotranspiration bed, area irrigated by low dosage, low angle spray on-site sewage facility, military facility, industrial facility, wood treatment facility, liquid petroleum and petrochemical production, storage, and/or transmission facility, Class 1, 2, 3, and/or 4 injection well, pesticide storage and/or mixing facility, abandoned well, inoperative well, improperly constructed water well of any depth, and all other construction or operation that could create an unsanitary condition is prohibited within, upon, or across all areas of land within a 150 foot radius of the Wells. For the purposes of this Section, “improperly constructed water Wells” are those Wells that do not meet the surface and subsurface construction standards for a public water supply well.
- b. Construction and/or operation of tile or concrete sanitary sewers, sewer appurtenances, septic tanks, storm sewers, and cemeteries is specifically prohibited within, upon, or across any area of land within a 50 foot radius of the Wells.
- c. Construction of homes or buildings upon any area of land within a 150 foot radius of the Wells is permitted, provided the restrictions described in items A and B above are met.
- d. Normal farming and ranching operations are not prohibited by this Section; provided, however, livestock shall not be allowed within a 50 foot radius of the Wells.

4. RIGHT OF ENTRY:

City employees, or authorized representatives of the City, bearing proper credentials and identification, shall be permitted to immediately enter upon any premises located within a 150 foot radius of any Well to conduct any inspection or observation necessary to enforce this Ordinance.

5. REQUIRED REMOVAL:

Any person who shall violate any provision of this section shall be required to remove the prohibited construction or potential source of contamination within 30 days after notification that they are in violation of this Section.

SECTION M. ROOF-TOP SCREENING.

(Ord. No. 3891, 12/11/18)

Roof-mounted equipment shall include, but not be limited to, storage tanks, compressor units, mechanical equipment and elevator machinery, and shall be integrated into the building design and screened on all sides of the building. Roof-top screening shall be provided in a manner such that the screening is equal in height to the highest point of any roof-mounted equipment. Roof-top screening shall use building materials similar in appearance to the façade of the building on which such items are located in order to create a smooth, clean, integrated appearance. Existing buildings which will have new roof-mounted equipment installed shall not require roof-top screening where new equipment is similar in size, shape, color and location to existing roof-mounted equipment.

SECTION N. RENEWABLE ENERGY SYSTEMS (WIND TURBINES AND

RAINWATER HARVESTING) *(Ord. No. 3576, 09/17/13); (Ord. No. 3653, 12/09/14); (Ord. No. 3891, 12/11/18); (Ord. No. 4039, 11/16/21)*

1. **WIND ENERGY SYSTEMS (WIND TURBINES):** Wind energy systems shall be allowed as accessory structures, in accordance with the requirements of this section:
 - a. **Location:** Wind Turbines shall be detached as an accessory structure and not supported by a building.
 - b. **Setback and Height:** The minimum setback for wind energy systems shall be not less than the total height of the system. In addition, a wind energy system shall not be located in the front yard. The maximum height limit is 36 feet.
 - c. **Diameter of Wind Turbine Rotor Blades:** In residential districts, the maximum diameter of the wind turbine rotor blades (swept area of blades) shall be 15 feet.
 - d. **Automatic Over-Speed Controls:** All wind energy systems shall be equipped with automatic over-speed controls to limit the blade rotation speed to within the design limits of the wind energy system.
 - e. **Secondary Uses:** (e.g., radio and television receiving antennas, satellite dishes), commercial markings, messages, signs and banners shall be prohibited on wind energy systems except for warning signage.
 - f. **Tower Design:** All wind turbine systems shall be designed and installed with a monopole design. Wind Turbines shall be certified or approved by the U.S. Dept. of Energy and the American Wind Energy Association (awea.org).
 - g. **Restricting Access or Fencing:** Access control to the wind energy system shall be provided by removing climbing steps within 12 feet of the ground elevation, by sheathing, or equivalent measure. A minimum six-foot-high fence with a locking portal shall be required around any tower that, by design, could present a potential climbing hazard. All disconnect switches and junction boxes at the bottom of the tower shall be secured to prevent unauthorized access. They shall also be labeled with HIGH VOLTAGE signage.
 - h. **Noise and Vibrations:** Refer to Section C and G of this Article.

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- i. **Appearance, Color and Finish:** The wind generator and tower shall be maintained and finished with a neutral, non-reflective paint color that blends into the surroundings (such as is typically supplied by the manufacturer).
 - j. **Electro-Magnetic Interference:** The system shall be operated so that no disruptive electro-magnetic interference is caused to off-site telecommunications, surveillance or other similar systems or equipment. If it has been demonstrated that the system is causing such interference, the system owner shall promptly eliminate such interference or cease operation of the system.
 - k. **Lighting:** Permanent artificial lighting shall not be permitted on wind energy systems unless required by the FAA.
 - l. **Abandonment:** A wind energy system that is out of service for a continuous 180 days will be deemed to have been abandoned. The Building Official may issue a Notice of Abandonment to the owner of a wind energy system that is deemed to have been abandoned. The owner shall have the right to respond to the Notice of Abandonment within 30 days from Notice receipt date. The Building Official shall withdraw the Notice of Abandonment and notify the owner that the Notice has been withdrawn if the owner provides information that demonstrates the wind energy system has not been abandoned. If the wind energy system is determined to be abandoned, the owner of the system shall remove it at the Owner's sole expense within 60 days of receipt of Notice of Abandonment.
 - m. All wind energy systems shall be in compliance with the International Green Construction Code (IGCC) or the ICC 700 National Green Building Standard.
2. **RAINWATER HARVESTING SYSTEMS:** Rainwater harvesting systems shall be allowed as accessory structures, in accordance with the requirements of this section:
- a. **Accessory Structures:** Rainwater harvesting barrels, tanks and cisterns shall be considered accessory structures, except that they shall not be required to meet the exterior wall standards of accessory structures, and they shall not be counted toward the square footage allotment of accessory structures.
 - b. **Setbacks:** No above ground portion of rainwater harvesting systems shall be placed closer to a right-of-way than the building front façade.
 - c. **Screening:** A rainwater harvesting system shall either be fully screened from view from any street or public right-of-way, placed under ground or shall be integrated into the design of the structure as a compatible architectural element of the structure. To be a compatible architectural element, a rainwater harvest system shall utilize consistent or compatible exterior materials and design elements of the primary structure.
 - d. A permit shall be required for all rainwater harvesting systems that contain either of the following:
 - i. An interconnected catchment system with total collection volume of over 100 gallons in aggregate throughout the system
 - ii. Any individual rain barrel, vessel, catchment basin or cistern with a volume of over 100 gallons

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- e. Permits are not required when:
 - i. Each individual rain barrel or vessel is less than 100 gallons in volume
 - ii. Each downspout is connected directly to an individual rain barrel or vessel with no inter-connectivity between storage components
- f. All requirements related to location on the property and appropriate screening will still apply, whether a permit is required or not.
- g. Equipment shall be properly maintained to ensure health and safety, including – but not limited to – the regular flushing of debris from the bottom of storage containers and keeping insects and animals out of containers and distribution pipe systems.
- h. The system shall not be connected into the domestic or municipal water or sewer system.
- i. All rainwater harvesting systems shall be in compliance with the International Green Construction Code (IGCC) and the ICC 700 National Green Building Standard.

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 29
SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS
(Ord. No. 2835, 07/01/00); (Ord. No. 2938, 10/19/04); (Ord. No. 3467, 09/06/16); (Ord. No. 4261; 05/20/25)

SECTION A. SPECIAL LOT REGULATIONS.

1. SPECIAL FRONT YARD REGULATIONS:

- a. Where the frontage on one side of a street between two intersecting streets is divided by two or more zoning districts, the front yard shall comply with the requirements of the most restrictive district for the entire frontage. (Reference Figure 5.1, Appendix A)
- b. Where lots have frontage upon two non-intersecting streets, a front yard shall be required on both streets. That area not designated as the front yard shall, for all purposes, shall be considered a rear yard. (Reference Figure 5.2, Appendix A) *(Ord. No. 1705, 05/07/91)*

Where the rear of a lot in a residential district is adjacent to a street, and is separated from such street by an opaque wall of not less than six feet in height, measured at the highest finished grade, constructed along the entirety of the subdivision where it abuts such street, the rear yard setback requirement of the applicable district shall apply, and for all other purposes shall be considered a rear yard. *(Ord. No. 1641, 07/17/90); (Ord. No. 1947, 10/19/93)*

- c. The front yard shall be measured from the property line to the front face of the building, covered porch, or covered terrace. (Reference Figure 5.3, Appendix A)
- d. Key lots in all districts shall have an exterior side yard equal to, and consistent with, the required front yard setback of the adjoining lot. Fences in excess of four feet in height may encroach into the designated side yard up to 15 feet from the pavement curb and shall converge at 45 degrees to the front building setback line of the adjoining lot. Accessory structures shall not be located in the required exterior side yard of a key lot in any district. (Reference Section G(1)(c) of Articles 6 through 9; and Figure 5.5, Appendix A). *(Ord. No. 1557, 07/11/89); (Ord. No. 1947, 10/19/93); (Ord. 2400, 12/15/98)*
 - i. Key lots in all districts shall not be required to have an exterior side yard setback equal to or consistent with the required front yard setback along the street frontage where the lot immediately adjacent to, and on the same side of the street as the corner lot is separated from such corner lot by a street. *(Ord. 2400, 12/15/98)*
 - ii. Key lots in residential districts shall not be required to have an exterior side yard equal to or consistent with the required front yard setback of the lot immediately adjacent to and on the same side of the street as the residential lot where such adjacent lot is:
 - a) Zoned to a non-residential district, and;
 - b) Separated from the residential lot by an opaque wall or fence of not less than six feet in height, which is required by this ordinance.
- e. Corner lots may have the street address assigned to the exterior side yard when, upon determination of the City Manager or Designee, such address will not be detrimental to the provision of emergency services or otherwise injurious to the public safety or welfare. In such instance, however, the exterior side yard shall not be designated as the required front

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yard. *(Ord. No. 1641, 07/17/90)*

- f. No wall or fence in excess of three feet in height shall be allowed in the required front yard of any lot in the (SF) or (D) districts, except where such wall or fence is an extension of a subdivision screening wall or entryway and is located within public right-of-way or a designated easement. Such wall or fence shall comply with the provisions of Chapter 53 and Title 7 of the Carrollton Code of Ordinances. *(Ord. No. 1844, 11/03/92); (Ord. No. 1947, 10/19/93); (Ord. No. 3891, 12/11/18)*
- g. Accessory bus parking or storage shall not be permitted in front of the main structure, nor within the front yard of any lot or parcel. *(Ord. No. 2099, 09/05/95)*

2. SPECIAL FRONT, REAR, AND SIDE YARD REGULATIONS:

- a. Where a building line has been established by plat and such line is in conflict with the front, rear, or side yard setback prescribed by this ordinance for the applicable district, the more restrictive setback requirements shall apply. *(Ord. No. 1641, 07/17/90)*
- b. In any district where buildings or structures in excess of six stories or 75 feet in height are allowed upon approval of a Special Use Permit, setbacks for such buildings and structures shall be considered and established in conjunction with the review for approval of a Special Use Permit. *(Ord. No. 1705, 05/07/91)*

3. ARCHITECTURAL EXTENSIONS:

In any district where architectural extensions, porches, carport support structures and similar structures are permitted to extend into a required yard, such structure may similarly extend across a platted setback line into the required yard to the extent allowed by the applicable zoning district. *(Ord. No. 1641, 07/17/90)*

SECTION B. DISCREPANCIES.

- 1. Where a discrepancy exists between the prescriptions established in this ordinance and the requirements of the construction codes, fire code or any other applicable code or ordinance of the City of Carrollton, then the more restrictive requirements shall apply. *(Ord. No. 1557, 07/11/89)*
- 2. Where the provisions of this ordinance are in conflict with Chapter 117 of the Carrollton Code of Ordinances, otherwise known as the Special Events Ordinance, the requirements of the Special Events Ordinance shall apply. *(Ord. No. 1641, 07/17/90); (Ord. No. 1947, 10/19/93)*

SECTION C. LOCATION OF STRUCTURES.

- 1. Only one main structure for any single-family, duplex, or townhouse, use, in addition to permitted accessory structures, shall be located upon a lot or parcel. Every main structure shall face or front upon a street or officially approved place, other than an alley, which means of access shall have a minimum width consistent with such standards as are prescribed by the City's Subdivision Ordinance. *(Ord. No. 3891, 12/11/18)*

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2. Where a lot or parcel is used for any non-residential use or combination of non-residential uses, more than one main structure may be located upon such lot or parcel, provided that such structure(s) conforms to all setback, off-street parking, and any other requirements of the district within which such use or uses are located. Every main structure shall face or front upon a street or officially approved place, other than an alley, which means of access shall have a minimum width consistent with such standards as are prescribed by the City's Subdivision Ordinance.

Whenever two or more non-residential structures, or portions thereof, are placed upon a single lot or parcel, and where one or more of these structures will not face upon a public street or officially approved place, such structures shall be allowed only upon approval of a site plan for such development by the Planning and Zoning Commission. Such site plan shall be prepared and submitted in a manner as prescribed by the Planning and Zoning Commission, instructions of which are available from the Planning Department.

SECTION D. AMATEUR RADIO/TELEVISION TOWERS.

(Ord. No. 3891, 12/11/18)

One support structure and antenna installation which exceeds the height limit of the applicable district, erected for television reception (excluding satellite television reception dishes) or in conjunction with citizen band or amateur radio communications licensed by the Federal Communications Commission (F.C.C.), shall be permitted incidental to a principal permitted use on the same lot of record, in any zoning district, in accordance with the following provisions:

1. SAFETY REGULATIONS:

- a. All installations of a support structure and antenna shall comply with the building codes of the City of Carrollton.

Pre-manufactured installations of a support structure, including guy wires, anchor points, and the wind surface load and size of antennas, shall also comply with the specifications of the manufacturer of such structure or antenna. Installations which are not pre-manufactured shall comply with the building codes of the City of Carrollton.

- b. All installations shall conform to the applicable regulations of the Federal Communications Commission.
- c. The safety regulations contained in this subsection shall be cumulative to all other requirements of this Article and shall apply to all installations which are subject to this Article, regardless of type, height, or location.

2. LOCATIONAL CRITERIA:

- a. The support structure for such antennas shall not be located within any required front or side yard of a lot.
- b. The support structure for such antennas shall be located behind the main building.
- c. The support structure for such antennas shall be located at the mid-point between opposite

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side property lines of the lot upon which such support structure is located. Provided, however, that such location may be varied in either direction by not more than 15 percent of the width of the lot upon which such structure is located, such width to be measured at the mid-point between the front and rear property lines.

- d. Exceptions to the provisions of Section D(2)(c) above may be granted by the Board of Adjustment in accordance with Article 33 of the zoning ordinance.
- e. A guy wire shall not extend into the front yard of any lot. The anchor point for any guy wire shall not be located closer than three feet to any side or rear property line, unless such anchor point is located in an area which is enclosed by an opaque wall or opaque fence of not less than six feet in height.
- f. Anchor points shall not exceed eight feet in height above the grade at the base of the anchor point, unless such anchor points are attached to the main building. The height of any anchor point not attached to the main building shall not exceed the height of the fence or wall enclosure which may be provided pursuant to Section D(7)(a) of this Article.
- g. No element, part or portion of any antenna or supporting structure shall extend into the front yard of any lot.
- h. No element, part or portion of any antenna or supporting structure shall extend closer than five feet to an easement, alley, street or other public way; nor shall any element, part or portion of any antenna or supporting structure or self-supporting ground-mounted antenna extend closer than three feet to any property line which does not abut an easement, alley, street or other public way. Anchor points for guy wires shall be situated in accordance with Section D(2)(e) above.
- i. No minimum separation between a supporting structure and a building on the same lot shall be required.

3. HEIGHT REGULATIONS:

The maximum cumulative height of the support structure and antennas shall be 60 feet above the grade at the base of the support structure.

- a. The cumulative height of the support structure and antennas for an amateur radio station may exceed 60 feet in height only upon approval of a special exception by the Board of Adjustment, such exception being granted in accordance with Article 33 of the zoning ordinance.
- b. The cumulative height of the support structure and antennas shall be subject to the applicable regulations of the Federal Aviation Administration, and Section G of Article 31 of this Ordinance. (*Ord. No. 1947, 10/19/93*)

4. BULK REGULATIONS:

The cumulative wind surface area of all antennas attached to a support structure shall not exceed the manufacturer's specifications, or the specifications described in ANSI/EIA-222-D-1986 Standards, with a cumulative wind surface area not to exceed 20 square feet.

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5. PERMIT REQUIRED:

- a. To ensure compliance with the provisions of this Article, no support structure shall hereafter be erected, constructed, or placed upon any lot until a building permit has been obtained from the City Manager or Designee. Erection, construction or placement of a support structure without receipt of a building permit shall constitute a violation of this ordinance.
- b. An application for a building permit shall be accompanied by plans and specifications demonstrating compliance with the provisions of this ordinance. Such plans and specifications shall clearly delineate and identify the dimensions, size, type and location of the support structure and, if applicable, guy wires; the location, depth and type of guy anchors, if applicable; the type, size, number and weight of the maximum antennas or apparatus to be attached to, or supported by, the support structure; or any other information deemed necessary by the City Manager or Designee to ensure compliance with this ordinance, and provide for the health, safety and welfare of the surrounding property or its residents.
- c. A building permit shall not be required for the substitution, modification, addition or alteration of any antenna, provided that such substitution, modification, addition or alteration is within the specifications described in the original building permit and meets all other provisions of this Article.

6. COVENANTS PROTECTED:

The provisions of this Article shall not have the effect of abrogating, nullifying, modifying, or otherwise altering any covenants or deed restrictions which exist or may be applied to any lot, parcel or tract of land within the City of Carrollton.

7. MISCELLANEOUS REQUIREMENTS:

- a. Fence or Anti-Climb Device Required
 - i. Every part or portion of a support structure, including anchor points for guy wires where applicable, shall be enclosed by a wall or fence of not less than four feet in height. The wall or fence shall be constructed in such a manner so that there are no gaps or openings, other than gates or doors, larger than four inches measured in any direction. If a picket fence is used, such measurement shall be made in a horizontal direction. A dwelling or other structure of at least four feet in height may be used as part of the fence or enclosure. Any support structure, including anchor points for guy wires where applicable, located in an area already enclosed by a wall or fence which meets the criteria of this paragraph shall not be required to provide an additional enclosure.
 - ii. An anti-climb device, affixed to the support structure, may be utilized in lieu of the fence requirement established in subsection (7)(a)(1) above, provided, however, that such device shall have an effective height of not less than eight feet, shall cover all sides of the support structure, and shall be constructed of a solid, rigid material which prevents climbing upon the support structure. Such device shall not be required relative

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to anchor points or guy wires, if applicable.

b. Attachments Prohibited

No item, appurtenance or appendage shall be attached, secured or otherwise connected to a support structure other than an antenna and such accessory appurtenances specifically necessary for the use and operation thereof. Guy wires, anti-climb devices, and other support or safety devices may be attached to the support structure.

8. TEMPORARY SUPPORT STRUCTURES FOR ANTENNAS:

Temporary support structures for antennas, for commercial purposes, shall be permitted on a temporary basis under the following conditions:

- a. The use of the temporary support structure shall be restricted to equipment testing or to restore service due to the failure of an existing antenna.
- b. The maximum height of the temporary support structure and antenna shall be 75 feet.
- c. A temporary support structure shall be permitted for a maximum of 30 days.
- d. A temporary support structure shall not be permitted to locate on the same lot or tract of property more than one time during any 12-month period.
- e. A temporary support structure shall be located a minimum of 500 feet from any residentially zoned district. (*Ord. No. 2580, 12/05/00*)

SECTION E. SPECIAL CONDITIONS. (*Ord. No. 3866, 07/10/18*)

1. MOBILE COLLECTION AND REDEMPTION CENTERS:

- a. The sale or leasing of goods collected or stored at a mobile collection center or mobile redemption center shall be prohibited at the collection or redemption center.
- b. A mobile collection center for goods or materials, and mobile redemption center shall be clearly marked to identify the type of materials which may be deposited. Such collection and redemption centers shall be marked to identify the name and telephone number of the firm(s) or person(s) responsible for the removal of collected materials and shall display a notice stating that no material shall be left outside of the collection trailer or vehicle.
- c. Skirting shall be provided for all mobile collection and redemption centers.
- d. Not more than one truck, van, trailer or other vehicle constituting a mobile collection center or mobile redemption center shall be permitted on a lot, parcel or shopping center.
- e. All mobile collection and redemption centers shall be a minimum 100 feet from a street.
- f. All mobile collection and redemption centers shall be located behind or along the side of a building, but not between a building and a street.
- g. A permit to operate mobile collection and redemptive centers is required to ensure the center meets the requirements herein.

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- h. An authorized attendant must be onsite during all hours that the drop off of items is allowed.
- i. All mobile collection and redemption centers shall be located on a paved surface, as specified in the General Design Standards, as amended, and upon a developed property.

2. SNOW CONE STANDS: (*Ord. No. 3439, 05/03/11*)

a. Temporary Use

A snow cone stand in a portable building shall not operate for more than six months on the same lot or parcel, for any consecutive 12-month period, measured from the date of issuance of a certificate of occupancy. The portable building occupied by the snow cone stand operation, including all tables, chairs, tent, foundation, and other appurtenances thereto, shall be completely removed from the lot or parcel at the end of the operational period.

b. Responsibility

It shall be the responsibility of the owner of the property upon which a snow cone stand is located to ensure that all provisions of this subsection are complied with.

c. Special Conditions

Snow cone stands in portable buildings shall be located and maintained in accordance with the following provisions:

- i. A snow cone stand in a portable building and all appurtenances thereto, shall comply with all applicable requirements of the district in which it is located. Such facility shall not be required, however, to meet the landscaping, exterior masonry, or underground utility requirements of the applicable zoning district.
- ii. A snow cone stand, and its appurtenances may be located on parking spaces, provided that such spaces are not necessary to meet the minimum parking requirements of the other use(s) of the lot or parcel.
- iii. A snow cone stand, and its appurtenances shall not be located within, nor encroach upon a fire lane, maneuvering aisle, vehicle stacking space, or required landscaping areas of the lot or parcel upon which the facility is placed. The location of such facility shall comply with the Visibility Obstructions Ordinance (Chapter 53 and Title V, City Code of Ordinances).
- iv. The portable building in which the snow cone operation is located shall be placed on a foundation in a manner prescribed by the building codes. Foundation skirts shall be provided on all sides of the building to within six inches of the finished grade at the site where the building is located. (*Ord. No. 1714, 06/18/91*)
- v. Snow cone stands shall not exceed 120 square feet of floor space.
- vi. Snow cone stands shall contain at least one service window for customers.
- vii. Snow cone stands shall contain a pitched roof.
- viii. The snow cone stand shall contain a menu on the same side of the service window

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where patrons order.

- ix. A canopy or tent no larger than 100 square feet is a permitted appurtenance to allow for outdoor seating.
- x. Ice storage compartments shall be screened from the street.
- xi. Snow cone stands shall not operate from a trailer, contain a trailer hitch, or be on wheels.
- xii. In no instance shall snow cone stands occupy a lot or parcel that is unimproved.

3. TEMPORARY ON-SITE HIRING OR EMPLOYMENT OFFICE: *(Ord. No. 3439, 05/03/11)*

A temporary on-site hiring or employment office shall comply with the following conditions:

- a. The office shall be located on the same lot as the building where, upon completion, such employment will occur; and
- b. The office shall be allowed only on the lot for which a building permit has been issued, and building construction is active; and
- c. The office shall be allowed for a period not to exceed six weeks, and shall be removed prior to issuance of a certificate of occupancy for the building under construction; and
- d. Not more than one trailer or building shall be used for the hiring or employment office; and
- e. The office shall not be used or occupied until all driveways, driveway approaches and parking areas have been constructed in order to provide on-site traffic circulation and parking relative to the hiring or employment office. *(Ord. No. 2099, 09/05/95)*

4. MUNICIPAL GOLF COURSE: *(Ord. 2640, 09/18/01); (Ord. 2981, 07/05/05); (Ord. No. 3439, 05/03/11); (Ord. No. 3891, 12/11/18)*

Permanent or temporary structures including tents and pavilions for the purpose of assembling persons shall not be located closer than 500 feet from any adjacent property lines of subdivisions developed for residential uses.

5. FOOD TRUCKS, FOOD TRAILERS AND FOOD SERVICE FACILITIES: *(Ord. 3763; 09/06/16); (Ord. No. 3891, 12/11/18); (Ord. No. 3972, 08/13/20); (Ord. No. 3980, 09/15/20)*

Food trucks and food service facilities shall be permitted only in the (TC) Transit Center Districts, and shall be allowed only under the following conditions:

- a. The property on which the food truck is located must have a restaurant or brewery that is in operation with a valid certificate of occupancy as the primary use. Food service facilities are only allowed on properties with a brewery that is in operation with a valid certificate of occupancy as the primary use.
- b. Properties with a brewery as the primary use shall be limited to two (2) of the following in any combination: food truck or food service facility. The operation of the food trucks or food service facilities on the property is limited to the hours of operation of the brewery.

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- c. The food truck or food service facility must be parked on a concrete or asphalt pad that complies with the General Design Standards.
- d. The food truck or food service facility must have access to an approved restroom on site during the food truck or food service facility's hours of operation.
- e. Outdoor seating associated with a food truck or food service facility must be provided on the same property as the restaurant or brewery and shall not be located in the required parking spaces.
- f. Trash receptacles sufficient to meet the trash and waste resulting from the operation of the food trucks or food service facilities are required and shall be located on the property.
- g. Prohibitions
 - i. Audio amplification, bells, chimes, microphones, strobe lights, spotlights or any other similar audible or visual disturbance as part of the food truck or food service facility operation are prohibited.
 - ii. Drive-through services are prohibited.
 - iii. Free standing signage is prohibited.
 - iv. No grease, waste, or water may be disposed in the storm drains, public streets, or sanitary sewer systems except as allowed by law with proper connections approved by the Public Works Department.
- h. Required Permits and Documents
 - i. All necessary City permits shall be obtained from the appropriate City departments prior to locating a food truck or food service facility on the property.
 - ii. A signed agreement from the property owner authorizing the use of the owner's property for the food truck or food service facility operation, including the use of restrooms, must be submitted with all applications.
 - iii. A signed agreement from the on-site restaurant or brewery owner authorizing the use of the owner's restroom during the food truck or food service facility hours of operation must be submitted with all applications.

SECTION F. SITE PLAN REVIEW. *(Ord. No. 2866, 12/16/03); (Ord. No. 3587, 12/03/13)*

A technical review and approval of a site plan shall be required by the Planning and Zoning Commission prior to issuance of a building permit for new construction in accordance with Article 5. Renovations and expansions of existing facilities do not require site plan approval. Such site plan review is intended to ensure compliance with the provisions of this ordinance and the compatibility of the particular use and the neighborhood.

The Planning and Zoning Commission's review of the technical site plan shall be limited to the following:

1. Provision of a safe and efficient vehicular and pedestrian circulation system.
2. Design and location of off-street parking and loading facilities to ensure that all such

ART. 29 SPECIAL CONDITIONS AND DEVELOPMENT STANDARDS

spaces are usable and are safely and conveniently arranged.

3. Use of landscaping and screening to provide adequate buffers to shield lights, noise, movement, or activities from adjacent properties when necessary.
4. The placement and orientation of buildings and other facilities.

A denial of the request by the Planning and Zoning Commission may be appealed to the City Council if the appeal is filed with the Development Services Department within 10 days of the action by the Planning and Zoning Commission.

An approved site plan shall expire if a building permit has not been applied for within two years from the date of site plan approval.

SECTION G. SALE OF ALCOHOLIC BEVERAGES. *(Ord. No. 2938, 10/19/04) (Ord. No. 4261; 05/20/25)*

1. Retail establishments are limited to the sale of beer, wine, and malt beverages. The retail sale of liquor is prohibited in the City of Carrollton.
2. The sale of alcohol for on-premise consumption requires a (FB) Food and Beverage TABC permit or as amended by TABC.
3. The sale of alcohol for on-premise consumption of alcohol shall be prohibited within 300 feet of a church, public school, or public hospital.
4. The sale of alcohol for off-premise consumption of alcohol shall be prohibited within:
 - a. 300 feet of a church, public or private school, or public hospital.
 - b. 1,000 feet of a public school if the City Council receives a request from the board of trustees of a school district under Section 38.007, Education Code; or
 - c. 1,000 feet of a private school if the City Council receives a request from the governing body of the private school.
5. Subsection (1) does not apply to the holder of a license or permit covering a premise where minors are prohibited from entering under Section 109.53 of the Texas Alcoholic Beverage Code and that is located within 300 feet of a private school.
6. Subsections 3(a) and 3(b) do not apply if less than 50 percent of the gross receipts for the premises, excluding the sale of items subject to the motor fuels tax, is from the sale or service of alcoholic beverages.
7. Subsection 3(b) does not apply to the holder of:
 - a. A license or permit issued under Chapter 27, 31, or 72 of the Texas Alcoholic Beverage Code who is operating on the premises of a private school; or
 - b. A license or permit covering a premise where minors are prohibited from entering under

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Section 109.53 of the Texas Alcoholic Beverage Code and that is located within 1,000 feet of a private school.

8. The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be;
 - a. In a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections; or
 - b. If the permit or license holder is located on or above the fifth story of a multistory building, in a direct line from the property line of the public or private school to the property line of the place of business, in a direct line across intersections, and vertically up the building at the property line to the base of which the permit or license holder is located.
9. The City Council, upon receipt of a recommendation from the Planning & Zoning Commission may approve variances to requirements of subsections (1), (2) or (3) if it determined that enforcement of the regulation in a particular instance is not in the best interest of the public, constitutes waste or inefficient use of land or other resources, creates an undue hardship on an applicant for a license or permit, does not serve its intended purpose, is not effective or necessary, or for any other reason the City Council, after consideration of the health, safety, and welfare of the public and the equities of the situation, determines is in the best interest of the community.

Before acting upon any an application for a variance, Public Hearings shall be held by the Planning & Zoning Commission and the City Council. Notification of the Public Hearings shall be in accordance with Sections (B) and (C) of Article 32 of the Comprehensive Zoning Ordinance. However, notice of the public hearings before the Planning & Zoning Commission and the City Council shall be sent to all owners of real property lying within 300 feet of the property on which the change is requested or proposed.
10. For the purpose of this section, “private school” means a private school, including a parochial school, that:
 - a. Offers a course of instruction for students in one or more grades from kindergarten through grade 12; and
 - b. Has more than 100 students enrolled and attending courses at a single location.
11. Pursuant to Sections 105.03, 105.04 and 105.05 of the Texas Alcoholic Beverage Code, the extended hours area for the sale of mixed beverages, beer and wine on-premises within the incorporated limits of the City of Carrollton shall be extended until 2:00 a.m. on any day of which such extended hours are permissible. A holder of mixed beverages, private club, or retail dealer’s on-premises late hours permit or license may sell and offer for sale mixed beverages, beer and wine for on-premises consumption between midnight and 2:00 a.m. on any day. *(Ord. 3017, 10/04/05)*

**ARTICLE 30
COMPLETION OF EXISTING BUILDINGS**

Nothing herein contained shall require any change in the plans, construction or designated use of a building legally under construction, for which a permit for construction has been issued, at the time of passage of this ordinance or amendments hereto. Legally under construction shall mean that, at a minimum, the foundation of such building is lawfully under construction at the time of passage of this ordinance or amendments hereto. (*Ord. No. 1947, 10/19/93*)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 31
PERMITS AND CERTIFICATES
(Ord. No. 2835; 07/01/03)

SECTION A. CERTIFICATE OF OCCUPANCY.

1. All land, buildings, structures or appurtenances thereto which are located within the City of Carrollton, and which are hereafter used, occupied, erected, altered or converted shall be used, occupied, erected, altered or converted in compliance with the provisions of this ordinance; the zoning regulations of the district in which such land, structure, use or occupancy is located; the building codes, and all other applicable codes and ordinances of the City of Carrollton.
2. Except for any single-family, duplex or townhouse dwelling, no use shall hereafter be established, and no building hereafter erected or structurally altered, nor any tenant or lease space, shall be used, occupied or changed in use, tenant, or occupant until a Certificate of Occupancy shall have been issued by the City Manager or Designee stating that the use, building or proposed use of a building or premises complies with the building codes and the provisions of this ordinance.
3. A record of all Certificates of Occupancy shall be kept on file in the office of the City Manager or Designee, copies of which shall be furnished to any person upon request.
4. No Certificate of Occupancy for any building shall be issued before application has been made, and a fee paid in an amount established by the City Council, for a Certificate of Occupancy.
5. The City Manager or Designee may, in writing, suspend or revoke a Certificate of Occupancy issued under the provisions of this ordinance whenever the Certificate is issued in error, or on the basis of incorrect information supplied, or when it is determined that the building, structure or use is in violation of any provision of this ordinance or the provisions of any other ordinance of the City of Carrollton.

SECTION B. CREATION OF BUILDING SITE.

1. No permit for construction shall be issued, unless the construction is located upon a lot of record for the following:
 - a. The expansion in excess of 500 square feet of any existing building. For purposes of this subsection, the 500 square foot calculation shall be a cumulative total of all expansions constructed after January 1, 1993, or;
 - b. The issuance of a construction of placement permit for any new building in excess of 500 square feet constructed on a tract or parcel currently occupied by a building or buildings, or;
 - c. The construction or placement of any new building, regardless of square footage, on a tract or parcel not currently occupied by a building or buildings. (Ord. No. 2099, 09/05/95)

SECTION C. EXISTING LOTS AND PARCELS.

1. The minimum required lot area, width and depth shall be in accordance with the requirements established herein for the applicable district, except that a lot having less area, width or depth than herein required which was a lot of record on the effective date of this ordinance or amendment hereto, may be used provided that all other requirements of this ordinance and the applicable district are met.
2. A parcel or tract of land having less area, width or depth than herein required, the deed for which was duly recorded in the office of the appropriate county clerk prior to January 1, 1986, but subsequent to May 4, 1953, may be used provided that such parcel or tract shall first be platted in accordance with the procedures set forth in the Subdivision Ordinance, and that all other requirements of this ordinance and the applicable district are met. (*Ord. No. 1865, 12/15/92*)
3. No lot of record existing on the effective date of this ordinance or amendment hereto shall be reduced in size below the minimum requirements set forth herein, except where the conditions for approval of an amending plat, as prescribed in Article VIII. of the Subdivision Ordinance, apply. (*Ord. No. 1865, 12/15/92*)

SECTION D. EXISTING SINGLE-FAMILY AND DUPLEX STRUCTURES.

1. A single-family or duplex structure lawfully existing on the effective date of this ordinance may be expanded, enlarged or rebuilt upon approval of a building permit by the City Manager or Designee. All setbacks of any expansion, enlargement or reconstruction shall be permitted to be established consistent with all setbacks of the existing structure prior to such expansion, enlargement or reconstruction.
2. In the event that any single-family or duplex structure, lawfully existing on the effective date of this ordinance, has no exterior brick or stone content which can be viewed from the public street upon which such structure fronts, or sides if located on a corner lot, any expansion, enlargement or reconstruction of such structure shall be exempted from the required exterior brick or stone content of the district in which such structure is located.

However, where such structure has exterior brick or stone, the facade of the area of expansion, enlargement or reconstruction which can be viewed from the public street upon which such structure fronts, or sides if located on a corner lot, shall have a brick or stone content equal to or greater than the brick or stone content of the facade of the structure which can be viewed from such public street(s) prior to the expansion, enlargement or reconstruction. This provision shall also apply to any detached garage constructed subsequent to the effective date of this ordinance.

SECTION E. ADMINISTRATION AND ENFORCEMENT.

The provisions of this ordinance shall be administered and enforced by the City Manager or Designee. All applications for building permits shall be accompanied by such information as may be required by the City Manager or Designee to provide for the administration and enforcement of

ART. 31 PERMITS AND CERTIFICATES

this ordinance. A record of such applications shall be kept in the office of the City Manager or Designee.

In any planned development district, where there is an absence of specific development standards, the City Manager or Designee shall interpret and determine which standards shall apply. Such interpretation and determination shall take into account the permitted uses within the planned development district or portion thereof subject to interpretation and apply the standards which are contained in the zoning district that most appropriately accommodates such uses. Unless the planned development district specifically provides otherwise, the standards of the current comprehensive zoning ordinance shall apply. Any appeal of the City Manager or Designee's interpretation and determination shall be submitted to the Board of Adjustment for consideration in accordance with the provisions of Article 33 of this ordinance. (*Ord. No. 1557, 07/11/89*)

SECTION F. WITHHOLDING OF BUILDING PERMITS.

No building permit shall be issued for any new construction, regardless of square footage, or the expansion of any existing building or structure of whatsoever nature, on any lot or parcel upon which a change of zoning is being deliberated by the City of Carrollton. Deliberation of a zoning change shall be that period of time between which an application for such change has been received by the Development Services Department and that point at which an amending ordinance has been ratified by the City Council, or the rezoning request has been formally withdrawn.

The provisions of this Section shall apply to the consideration of any zoning change request, including changes initiated by the City of Carrollton. It is not the intent of this section to prohibit the remodeling, repair, or maintenance of any existing building on a lot or parcel upon which a change of zoning is being deliberated, during the period of such deliberation. (*Ord. No. 1705, 05/07/91; Ord. No. 1844, 11/03/92*)

SECTION G. AIRPORT HAZARDS.

All of the land within the boundaries of the City of Carrollton, and within the areas required for aircraft approach or maneuvering acts in the use of Addison Airport, is hereby divided into air approach zones, airport turning zones, and airport transition zones, the boundaries of which are shown on the Revised Carrollton Airport Zoning Map, dated April, 1979, attached hereto and made a part thereof.

1. HEIGHT LIMITATIONS:

Except as otherwise provided in this section, no structure or building shall be erected, altered, or any tree allowed to grow, or be maintained in any airport approach zone, airport turning zone, or airport transition zone to a height in excess of the limit herein established for such zone, and as shown on the Carrollton Airport Zoning Map, such height limitations to be as shown on said map for the areas indicated thereon.

ART. 31 PERMITS AND CERTIFICATES

2. USE RESTRICTION:

No land within any airport approach zone, airport turning zone, or airport transition zone shall be used for, and no building or structure shall be erected, or any tree planted in such a manner as to create an airport hazard be reason of the height of the structure or tree or cause interference with radio communication or transmission of electric signals in landing aids between the airport and aircraft, impair the visibility of the airport or the light thereof, or otherwise endanger the landing, take-off, or maneuvering of aircraft; provided, however, this section shall not prohibit structures or buildings which are not more than 20 feet in height.

3. NONCONFORMING STRUCTURES AND USES:

Any building, structure, or tree, or any use of land, building, or structure within any airport approach zone, airport turning zone, or airport transition zone that, by reason of its height or position, created an airport hazard prior to May 17, 1971, interferes with the radio communication on the airport, impairs visibility of the field or otherwise endangers the landing, take-off, or maneuvering of aircraft approaching or leaving the airport shall be designated as a nonconforming structure and/or use.

Nonconforming uses may be continued in airport approach zones, turning zones, and transition zones for definite periods of time, subject to such rules and regulations as may be required by the Board of Adjustment to ensure reasonably safe operation of aircraft in any airport, air approach, turning, or transition zone.

Before any nonconforming building, structure, or tree may be replaced, substantially altered or repaired, rebuilt, allowed to grow higher or be replanted, a permit shall be secured from the City Manager or Designee of the City of Carrollton, authorizing such replacement, change, or repair. No permit shall be granted that would allow the establishment or creation of an airport hazard or permit a nonconforming building, structure, tree, or nonconforming use to be made or become higher or become a greater hazard to air navigation than it was on May 17, 1971, or than it is when the application for a permit is made.

4. VARIANCES AND APPEALS:

The Board of Adjustment shall hear all appeals from the decision of the City Manager or Designee with respect to the enforcement of this Section, and may permit a variance in the height of any structure within an airport approach zone, turning zone, or transition zone. Action of the Board shall be made in accordance with Article 33 of this ordinance.

5. CHANGE IN ZONE BOUNDARIES:

The City Council may, from time to time, amend, supplement, or change by ordinance the boundaries of the airport approach zones, turning zones, and transition zones herein established. Such change shall be in accordance with the procedures set forth in Article 32 of this ordinance. (*Ord. No. 1844, 11/03/92*)

ARTICLE 32 CHANGES AND AMENDMENTS

SECTION A. GENERAL.

The regulations, restrictions, and boundaries set forth in this ordinance may from time to time be amended, supplemented, changed, modified, or repealed by ordinance adopted by the City Council provided, however:

1. No such action may be taken until:
 - a. Application has been made and duly filed by the property owner or authorized agent upon the forms prescribed by the City of Carrollton, the filing fee as prescribed from time to time by the City Council has been paid, and such application has been submitted to the Planning Development Department;
 - b. A proposed amendment has been initiated by action of the Planning and Zoning Commission or the City Council, or;
 - c. In the sole case of a proposed historic district under Article 17, Part 2 Historic Preservation Overlay District, an application has been initiated by at least 51 percent of the owners of property in the proposed district or the owners of at least 51 percent of the property in the proposed district, whichever is numerically greater, upon the forms prescribed by the City of Carrollton, the filing fee has been paid, and such application has been submitted to the Planning Development Department, and;
2. The proposal or application has been referred to the Planning and Zoning Commission for notice and public hearing, and its recommendation made to the City Council; and,
3. Notice has been given and a public hearing has been held in relation to such proposal before the City Council, at which time parties in interest and citizens have had an opportunity to be heard. (*Ord. No. 2706, 07/16/02*)

SECTION B. HEARING BEFORE THE PLANNING AND ZONING COMMISSION.

1. ZONING MAP CHANGES: (*Ord. No. 3421, 01/11/11; Ord. No. 4120, 12/06/22*)

When any such amendment or change relates to a change in classification or boundary of a zoning district, such amendment or change shall be in accordance with the following:

- a. Written Notice

Before acting upon any application for amendment to the Official Zoning Map, the Planning & Zoning Commission shall hold a Public Hearing. Notice of the public hearing before the Planning and Zoning Commission shall be sent to all owners of real property lying within 200 feet of the property on which the change is requested or proposed. The

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notice of public hearing shall be given to each taxpayer as the ownership appears on the last approved city tax roll by depositing such notice, properly addressed and postage paid, in the United State Post Office not less than 10 days before the date set for a public hearing before the Planning and Zoning Commission.

Notwithstanding requirements of state statute, when any amendment relates to a change of a zoning regulation or to the general text of this ordinance, notice of the public hearing of the Planning and Zoning Commission shall be given in a newspaper of general circulation in the City of Carrollton without the necessity of notifying property owners by mail. (*Ord. No. 4120, 12/06/22*)

b. Notification Signs Required

Notification signs shall be placed upon the property subject to a proposed amendment or change. Such signs shall be placed along each of the property's street frontage(s) so as to be clearly visible from the street. If a property does not have a street frontage, then such signs shall be placed upon the closest available right-of-way and upon the property.

Such signs shall be placed in a manner to ensure maximum feasible visibility from such street frontage.

Said signs shall be erected not less than 10 days before the date set for public hearing before the Planning and Zoning Commission and shall remain erected until the public hearing at which a final recommendation of the Planning and Zoning Commission has been made.

c. Erection of Signs

In the event that signs are not erected in accordance with the provisions of paragraph (1)(b) above, then the public hearing before the Planning and Zoning Commission may be postponed to a date in the future so as to allow time for compliance. The Planning and Zoning Commission shall make a determination, based upon evidence presented at the public hearing, as to whether the intent of this ordinance has been met with regard to placing and maintaining the signs.

d. Alternate Notification

When a Joint Public Hearing is proposed for an amendment to the Official Zoning Map involving multiple parcels or tracts, the City Council may, by a two-thirds vote, vote to authorize an alternate method of notification. Said method shall be in accordance with Sections 211.006 and 211.007 of the Texas Local Government Code.

2. ZONING TEXT CHANGES: (*Ord. No. 4120, 12/06/22*)

When any such amendment relates to a change of a zoning regulation or to the text of this ordinance not affecting specific property, notice of public hearing of the Planning and Zoning Commission shall be given by publication in a newspaper of general circulation in the City of Carrollton without the necessity of notifying property owners by mail, in accordance with State Statute. Such notice shall state the time and place of such hearing and the nature of the subject to be considered. Such notice shall be published not less than 10 days prior to the public hearing. (*Ord. No. 4120, 12/06/22*)

ART. 32 CHANGES AND AMENDMENTS

3. PETITIONS FOR REZONING OR SPECIAL USE PERMITS:

The same procedure for notifying adjacent property owners established in Section B(1) of this Article shall be followed by the Planning and Zoning Commission for hearings on rezoning petitions and for Special Use Permit applications, unless otherwise provided.

4. REQUEST FOR CONTINUANCE:

Any hearing may be continued for good cause at the request of the applicant, or at the discretion of the Planning and Zoning Commission duly noted in writing in its minutes. In the event that any hearing is continued or recessed, or a matter tabled for any reason other than lack of proper notice, further notice to surrounding property owners shall not be required provided that such continuation date and time shall be set at that meeting.

5. RECOMMENDATION REQUIRED:

Upon the final hearing of such application, the Planning and Zoning Commission shall recommend approval or denial of the same and a report of such action shall be made by the Commission to the City Council.

6. CONSIDERATION OF ALTERNATIVE STANDARDS:

- a. Where this ordinance authorizes Planning & Zoning Commission approval of alternatives to the minimum standards contained herein, such as alternative material in lieu of the brick or stone, screening requirements or minimum landscape requirements, such consideration shall be processed in the same manner as prescribed by this Section. The erection of notification signs, however, shall not be required.
- b. Such approval shall be applicable only to the site specifically upon which the alternative plan was considered.
- c. A denial of the request by the Planning & Zoning Commission may be appealed to the City Council if the appeal is filed with the Planning Development Department within 10 days of the action of the Planning & Zoning Commission. (*Ord. 2615, 06/05/01*)

SECTION C. HEARING BEFORE THE CITY COUNCIL.

1. ZONING MAP CHANGES: (*Ord. No. 3421, 01/11/11; Ord. No. 4120, 12/06/22*)

When any such amendment or change relates to a change in classification or boundary of a zoning district, such amendment or change shall be in accordance with the following:

a. Public Hearing Notice

Before acting upon any application for amendment to the Official Zoning Map, the City Council shall hold a public hearing, notice of which shall be published at least one time in a newspaper of general circulation within the City of Carrollton not less than 15 days prior

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to the date of such hearing. Such notice shall state the time and place of the public hearing and the nature of the change to be considered.

b. Written Notice

Notice of the public hearing before the City Council shall be sent to all owners of real property lying within 200 feet of the property on which the change is requested or proposed. The notice of public hearing shall be given to each taxpayer as the ownership appears on the last approved city tax roll by depositing such notice, properly addressed and postage paid, in the United States Post Office not less than 15 days before the date set for a public hearing before the City Council.

Notwithstanding requirements of state statute, when any amendment relates to a change of a zoning regulation or to the general text of this ordinance, notice of the public hearing of the Planning and Zoning Commission shall be given in a newspaper of general circulation in the City of Carrollton without the necessity of notifying property owners by mail. (*Ord. No. 4120, 12/06/22*)

c. Notification Signs Required

Signs shall also be erected not less than 15 days before the public hearing before the City Council and remain erected until a final determination as to the application is made by the Council. Such signs shall meet the same requirements as those required for hearings before the Planning and Zoning Commission, as prescribed in Section B(1) of this Article.

d. Erection of Signs

In the event that signs are not erected in accordance with the provisions of paragraph (1)(c) above, then the public hearing before the City Council may be postponed to a date in the future so as to allow time for compliance. The City Council shall make a determination, based upon evidence presented at the public hearing, as to whether the intent of this ordinance has been met with regard to placing and maintaining the signs.

e. Alternate Notification

When a Joint Public Hearing is proposed for an amendment to the Official Zoning Map involving multiple parcels or tracts, the City Council may, by a two-thirds vote, vote to authorize an alternate method of notification. Said method shall be in accordance with Sections 211.006 and 211.007 of the Texas Local Government Code.

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2. ZONING TEXT CHANGES: *(Ord. No. 4120, 12/06/22)*

When any such amendment relates to a change of a zoning regulation or to the text of this ordinance not affecting specific property, notice of public hearing of the City Council shall be given by publication in a newspaper of general circulation in the City of Carrollton without the necessity of notifying property owners by mail, in accordance with State Statute. Such notice shall state the time and place of such hearing and the nature of the subject to be considered. Such notice shall be published not less than 15 days prior to the public hearing. *(Ord. No. 1705, 05/07/91; Ord. No. 4120, 12/06/22)*

3. PETITIONS FOR REZONING OR SPECIAL USE PERMITS:

The same procedure for notifying adjacent property owners established in Section C(1) of this Article shall be followed by the City Council for hearings on rezoning petitions and for Special Use Permit applications, unless otherwise provided.

4. REQUEST FOR CONTINUANCE:

Any hearing may be continued for good cause at the request of the applicant, or at the discretion of the City Council duly noted in writing in its minutes. In the event that any hearing is continued or recessed or a matter tabled for any reason other than lack of proper notice, further notice to surrounding property owners shall not be required provided that such continuation date and time shall be set at that meeting.

5. COMMISSION OR COUNCIL-INITIATED CHANGES:

Recommendations for revision or amendment of this ordinance, including the Official Zoning Map, may be made by the Planning and Zoning Commission upon its own motion, for final determination by the City Council. Likewise, the City Council may revise, modify or amend this ordinance, including the Official Zoning Map, upon its own motion provided, however, that such proposed changes shall first be submitted to the Planning and Zoning Commission for its recommendation and report. In either case, final action thereon shall be taken only upon notice and hearing as provided herein.

6. WRITTEN PROTEST/RECOMMENDATION OF DENIAL:

In the case of a written protest against such change, signed by the owners of 20 percent or more either of the area of the land included in such proposed change, or of the area of the land immediately adjoining the same and extending 200 feet therefrom, or to overrule a recommendation of denial of such change by the Planning and Zoning Commission, such change shall not become effective except by the favorable vote of three-fourths (3/4) of all members of the City Council.

7. INTERIM ZONING:

The requirement of a three-fourths (3/4) vote by the City Council to overrule a

ART. 32 CHANGES AND AMENDMENTS

recommendation of denial by the Planning and Zoning Commission will not apply to zoning requests of land that was classified as an interim zone at the time of annexation. A simple majority can approve such request provided all other provisions of this ordinance have been met.

8. DENIAL WITH PREJUDICE:

The City Council shall, unless otherwise stated in the motion, make all denials of zoning changes with prejudice. If the request is denied with prejudice, no additional application shall be accepted which involves all or any part of the same property within a period of 12 months, except:

- a. At the request of the City Council;
- b. Upon written request by the applicant the City Council may waive the 12 month waiting period and permit a new application to be filed. Such request for waiver may be set for a public hearing if required by a majority vote of the City Council, or;
- c. Where the property involved is temporarily classified to the (IH) Interim Holding District.

9. REQUEST FOR HEARING BEFORE COUNCIL:

A request that has received a recommendation of denial by the Planning and Zoning Commission shall not be scheduled for hearing before the City Council unless:

- a. The City Council requests such hearing; or
- b. Upon written request by the applicant submitted to the Planning Development within 10 days of the Planning and Zoning Commission public hearing where such recommendation for denial was made.

10. JOINT HEARINGS:

The City Council may hold a public hearing, after publishing the required notice, jointly and with any public hearing required to be held by the Planning and Zoning Commission. However, the City Council shall not take action unless and until it has received a final report from the Planning and Zoning Commission.

ARTICLE 33
BOARD OF ADJUSTMENT

(Ord. No. 2835, 07/01/03); (Ord. No. 3331, 10/06/09); (Ord. No. 3826, 08/15/17); (Ord. No. 3943, 02/01/20); (Ord. No. 4039, 11/16/21); (Ord. No. 4539, 12/05/23)

SECTION A. ORGANIZATION OF BOARD OF ADJUSTMENT.

1. All cases to be heard by the Board pursuant to this Ordinance shall be heard by a minimum number of seven members. *(Ord. No. 2671, 04/02/02); (Ord. No. 3891, 12/11/18)*

SECTION B. OPERATIONAL PROCEDURES.

(Ord. No. 3891, 12/11/18)

1. Appeals to the Board can be taken by any person aggrieved, or by an officer, department, or board of the municipality affected by any decision of the City Manager or Designee relative to the enforcement of this ordinance. Such appeal shall be taken within 15 days' time after the decision has been rendered by the City Manager or Designee, by filing with the City Manager or Designee and with the Board, a notice of appeal specifying the grounds thereof, and upon payment of a fee in an amount determined by the City Council. The City Manager or Designee shall forthwith transmit to the Board all the papers constituting the records upon which the action appealed from was taken.
2. An appeal shall stay all proceedings in furtherance of the action appealed from unless the City Manager or Designee certifies to the Board, after the notice of appeal shall have been filed, that in his or her opinion such stay will cause imminent peril to life or property. In such case, proceedings shall not be stayed otherwise than by a restraining order which may be granted by the Board or a court of record on application or notice to the City Manager or Designee and on due cause shown. Criminal action commenced in the Municipal Court of the City shall not be stayed.
3. No appeal to the Board for the same or a related action on the same piece of property shall be allowed prior to the expiration of six months from a previous ruling by the Board on any appeal to such body unless other property in the immediate vicinity has within the said six month period been changed or acted on by the Board or City Council so as to alter the facts and conditions upon which the previous Board action was based, as determined by the Board. Such change of circumstances shall permit the rehearing of an appeal by the Board prior to the expiration of a six month period, but such conditions shall not have any force in law to compel the Board, after a hearing, to grant a subsequent appeal; such subsequent appeal shall be considered entirely on its merits and the peculiar and specific conditions related to the property on which the appeal is brought.
4. At a public hearing relative to an appeal, any interested party may appear before the Board in person or by agent or by attorney. The burden of proof shall be on the applicant to establish the necessary facts to warrant favorable action of the Board on any matter. Any action granting a variance authorizing the issuance of a building permit or Certificate of Occupancy shall be

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valid only for a period of 90 days from such action, unless said building permit or Certificate of Occupancy is secured in the 90 day period, in which event the action shall be permanent. The Board shall have the authority to grant a longer period. If said building permit or certificate of occupancy is not secured within the 90 day period, or within any extended period granted by the Board, the action of the Board shall become void without prejudice to a subsequent appeal, and such appeal shall be subject to the same regulations and requirements for hearing as herein specified for the original appeal.

SECTION C. ACTION OF THE BOARD OF ADJUSTMENT.

1. In exercising its powers, the Board may, in conformity with the provisions of the statutes of the state of Texas as existing or hereafter amended, reverse or affirm, wholly or partly, or may modify the order, requirements, decision, or determination appealed from and make order, requirement, decision or determination in the Board's opinion, as ought to be made and shall have all the powers of the City Manager or Designee. The Board shall have the power to impose reasonable conditions to ensure compliance and protect adjacent property.
2. The concurring vote of seven members of the Board shall be necessary to reverse any order, requirement, decision or determination of any administrative official, or to decide in favor of the applicant on any matter upon which the Board is required to act under this ordinance or to cause any variance in said ordinance. (*Ord. No. 2671, 04/02/02*)
3. Any person or persons, jointly or severally, aggrieved by any decision of the Board, or any taxpayer or any officer, department or board of the municipality may present to a court of record a petition, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within 10 days after the decision of the Board and not thereafter.

SECTION D. NOTICE OF HEARING BEFORE BOARD OF ADJUSTMENT REQUIRED.

The Board shall hold a public hearing on all applications and appeals made thereto. Written notice of such public hearing shall be sent to the applicant and all other persons who are owners of real property lying within 200 feet of the property on which the application or appeal is made. Such notice shall be given not less than 10 days before the date set for the hearing to all owners of real property as the ownership appears on the last approved city tax roll. Such notice may be served by depositing the same, properly addressed and postage paid, in the United States Post Office. Notice shall also be given by publishing the same at least one time in a newspaper of general circulation in the City of Carrollton at least 10 days prior to the date of such hearing, which notice shall state the time and place of such hearing.

SECTION E. JURISDICTION OF BOARD OF ADJUSTMENT.

When in its judgment, the public convenience and welfare will be substantially served and the

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appropriate use of the neighboring property will not be substantially injured, the Board may, in specific cases, after public notice and public hearing, and subject to appropriate conditions and safeguards, act upon certain items, as identified herein below.

1. APPEALS:

- a. To hear and decide appeals where it is alleged there is error on any order, requirement, decision or determination made by the City Manager or Designee in the enforcement of this ordinance, and;
- b. To hear and decide appeals of the City Manager or Designee's interpretation as to the nature or type of use, for the purpose of determining the classification and applicability of the parking standards, appropriate district for the location of such use, or any other regulations of this ordinance as may be applied to such use, and;
- c. To hear and decide appeals from the decision of the City Manager or Designee in the enforcement of, and in accordance with, Article 31, Section G, of this ordinance. (*Ord. No. 1844, 11/03/92*)

2. NONCONFORMING USES AND STRUCTURES:

- a. To initiate on its motion or on cause presented by interested property owners' action to bring about the discontinuance of a nonconforming use or structure, and;
- b. To require the discontinuance of a nonconforming use or structure under any plan whereby the full value of the use or structure can be amortized within a definite period of time, taking into consideration the general character of the neighborhood and the necessity for all property to conform to the regulations of this ordinance, and;
- c. To authorize the expansion or enlargement of a nonconforming use, or the expansion, enlargement or structural alternation to a structure containing a nonconforming use, when such an expansion, enlargement or alteration would not tend to prolong the life of the nonconforming use. Upon review of the facts, the Board may establish a specific period of time for the occupancy to revert to a conforming use, and;
- d. To authorize the reconstruction and occupancy of a nonconforming structure, or a structure containing a nonconforming use, where such structure has been damaged by fire or other causes to the extent of more than 50 percent, but less than the total, of the reasonable value of the structure on the date of the damage. The Board of Adjustment shall consider all relevant evidence regarding reasonable value, and determine the weight to be given the evidence. The Board may make a determination based on such evidence that the reasonable value of a structure is an amount other than the total market value determined by the appraisal district. Such action by the Board of Adjustment shall have due regard for the property rights of the person or persons affected, and shall be considered in regard to the public welfare, character of the area surrounding such structure, the conservation, preservation and protection of property, and the necessity for all property to conform to the regulations of this ordinance and; (*Ord. No. 3826, 08/15/17*)
- e. To authorize the enlargement, expansion or repair of a nonconforming structure in excess of 50 percent of its current reasonable value. In such instance, current reasonable value

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shall be established at the time of application for a hearing before the Board.

If such expansion or enlargement is approved by the Board, all provisions of the district in which such structure is located shall apply to the new construction on the lot or parcel. (*Ord. No. 3826, 08/15/17*)

- f. To authorize a change of use from one nonconforming use to another nonconforming use, provided that such change is to a use of a more restricted classification. In the event that a nonconforming use is changed to a nonconforming use of a more restricted classification, the building or structure containing such nonconforming use shall not later be reverted to the former lower or less restricted classification. The Board may establish a specific period of time for the conversion of the occupancy to a conforming use.
- i. Any change of a nonconforming use consistent with this Section shall be in accordance with the provisions of Article 22 of this ordinance.
- g. To authorize the occupancy of an abandoned nonconforming structure. Such action by the Board shall have due regard for the property rights of the person or persons affected, and shall be considered in regard to the public welfare and safety, character of the area surrounding such structure, and the conservation, preservation and protection of property.

3. SPECIAL EXCEPTIONS AND VARIANCES:

- a. Exceptions and Variances Distinguished
 - i. A special exception is a permission given by the Board properly authorized by this ordinance in specific cases for an applicant to use his or her property in a manner contrary to the literal provisions of this ordinance provided such use subserves the general welfare and preserves the community interest.
 - ii. A variance is an authorization by the Board granting relief and doing substantial justice in the use of the applicant's property by a property owner where, owing to special and unique conditions, a literal enforcement of the provisions of the ordinance will result in unnecessary hardship.
- b. Special Exceptions
 - i. A special exception may be granted an applicant when the Board finds:
 - a) That the granting of such exception will not be injurious or otherwise detrimental to the public health, safety, morals and general welfare of the public, and;
 - b) That the granting of such exception will not be detrimental or injurious to the property or improvements in such zone or neighborhood in which the property is located, and;
 - c) That the granting of such exception will be in harmony with the general purpose and intent of this ordinance, and will subserve the general welfare and preserve the community interest.
 - ii. In determining its finding, the Board shall take into account the character and use of adjoining buildings and those in the vicinity, the number of persons residing or working in such building or upon such land, traffic conditions in the vicinity, and the

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conformance of such area to the Official Zoning Map and Comprehensive Plan.

In granting any special exception under the provisions of this ordinance, the Board may designate such conditions in connection therewith which, in its opinion, will secure substantially the purpose and intent of this ordinance.

- iii. The Board may, after public hearing and subject to the conditions and safeguards herein contained, authorize special exceptions to this ordinance, limited to the following:
 - a) The Board may authorize the extension of a height or area regulation into an adjoining district for a distance of not more than 25 feet, where the boundary line of the district divides a lot in single ownership as of the effective date of this ordinance.
 - b) The Board may authorize the construction of a single-family detached residential structure, and exempt such structure from the minimum required exterior brick or stone content of the district in which such structure is to be located, provided that all of the following can be demonstrated:
 - 1. That more than 50 percent of the total existing single-family detached residential structures located on both sides of the street upon which such structure is to be located, measured from the block's intersecting streets, are not in compliance with the exterior brick or stone requirements of the applicable district, and;
 - 2. That more than 50 percent of the lots on both sides of the street upon which such structure is to be located, measured from the block's intersecting streets, are developed.
 - c) Where a lot is deemed to have a unique physical hardship regarding the location of a satellite television reception dish ordinance, an alternate location may be authorized by the Board to provide a direct line of sight between such antenna and the orbiting satellites. Alternate installations may include pole-mounted, but not roof-mounted, antennas. The maximum diameter of a satellite television reception dish, as required by this ordinance, shall not be increased.
 - 1. At its discretion the Board may grant permission for alternate installations that would comply with the intent of this ordinance, while taking into account and providing for safeguards regarding the characteristics of the neighboring properties.
 - 2. The following are provided as examples of exceptional cases, and should not be considered an exclusive list.
 - A) The required area for installation of such antenna has physical interference from structures or foliage located on the same lot or adjacent thereto, such that a direct line of sight between the antenna and the orbiting satellites is prevented, or;
 - B) The lot or parcel has insufficient area within the side or rear yard, or the location of existing permanent structures, such as a swimming pool, leaves insufficient space for the installation of the antenna within the area required by this ordinance, or;

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- C) The lot or parcel has its south and/or southwesterly portion(s) located in front of the main building, and foliage or the main building itself would otherwise block reception by the antenna if such antenna were located within the required rear or side yard installation area.
- d) The Board may authorize a cumulative height, of the support structure and antenna for an amateur radio station, of greater than 60 feet above the grade at the base of the support structure, where physical constraints are such that effective and reliable radio communications are hindered. The Board may approve such additional height where it finds any one of the following to be applicable:
 - 1. Topographic characteristics of the lot upon which such support structure and antenna are to be located are such that effective and reliable radio communications cannot be conducted if the cumulative height of the support structure and antenna is 60 feet or less above the grade at the base of the support structure. A mean lot elevation of less than 570 feet above mean sea level may be considered as a guideline to determine if a topographic hindrance to effective and reliable radio communications exists; or
 - 2. The proximity of the support structure and antenna to, or height, arrangement or composition of, other permanent structures or apparatus, regardless of whether such structures or apparatus are located on the same lot as the support structure and antenna, are such that effective and reliable radio communications cannot be conducted if the cumulative height of the support structure and antenna is 60 feet or less above the grade at the base of the support structure; or
 - 3. The proximity of the support structure and antenna to any electrical distribution line is such that effective and reliable radio communications cannot be conducted if the cumulative height of the support structure and antenna is 60 feet or less above the grade at the base of the support structure.
- e) The Board may authorize a cumulative height, of the support structure and antenna for an amateur radio station, of greater than 60 feet above the grade at the base of the support structure, where a lot is deemed to possess attributes such that radio communications is optimized, and that impacts on surrounding property are negligible. The Board may approve such additional height where it finds all of the following applicable:
 - 1. The support structure and antenna are to be located on a lot of not less than 20,000 square feet in area; and
 - 2. There are no residential dwellings on another lot within 150 feet of the location of the support structure and antenna on the date of the application to the Board for authorization of a special exception.
- f) The Board may authorize a support structure for an antenna behind the main building of a lot at a location which is not in accordance with the provisions of Section D(2)(c) of Article 29 of the zoning ordinance. The Board may approve such location where it finds any one of the following to be applicable:
 - 1. The location of any permanent structure or apparatus on the lot upon which the support structure and antenna are to be located is such that placement of the

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support structure and antenna at a location which is in accordance with the provisions of Section D(2)(c) of Article 29 of the zoning ordinance is precluded; or

2. The location of the support structure and antenna at a point which is in accordance with the provisions of Section D(2)(c) of Article 29 of the zoning ordinance would preclude the location of guy wires and anchors in a manner that would safely secure such support structure. Such determination shall be made relative to the safety specifications of the manufacturer of such support structure, or as certified by a structural engineer registered in the state of Texas that the location of such support structure in accordance with the provisions of Section D(2)(c) of Article 29 of the zoning ordinance would pose a hazard to property or occupants of the lot upon which such support structure and antenna are to be located and/or to adjacent property or occupants; or
 3. The support structure and antenna are located on a lot of not less than 20,000 square feet in area, and that there are no residential dwellings on another lot within 150 feet of the support structure and antenna on the date of the application to the Board for authorization of a special exception.
- g) A request for a special exception relative to subsections (D), (E) or (F) above may not be denied by the Board on the basis of the potential for interference between two radio transmitting stations or between a radio transmitting station and home entertainment equipment or systems. The Federal Communications Commission has sole regulatory authority governing minimum performance standards relative to the interference of home electronic equipment and systems from radio frequency energy.
- h) Where a special exception is granted by the Board pursuant to subsection (D), (E) or (F) above, such action shall not nullify, abrogate, modify or otherwise change in any way any safety regulations applicable to such installation, as such safety regulations are established in Article 29 of this ordinance.
- i) The Board may authorize overhead electrical service, in the (FWY) Freeway District only, to any structure lawfully existing on or before July 18, 1988, which is not currently connected to an electrical utility or service, provided, however, there has been no physical removal of such utility line subsequent to July 18, 1988. *(Ord. No. 1582, 10/03/89)*
- j) The Board may authorize the construction of a single-family detached residential structure, and exempt such structure from the minimum living area of the district in which such structure is to be located, provided that the following can be demonstrated:
1. That more than 50 percent of the total existing single-family detached residential structures located on both sides of the street upon which a new building is to be placed, measured from the block's intersecting streets, are not in compliance with the minimum living area requirements of said zoning district, and
 2. That more than 50 percent of the lots on both sides of the street upon which a

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new dwelling is to be placed, measured from the block's intersecting streets, are developed. (*Ord. No. 2489, 01/18/00*)

- k) The Board may authorize the construction of an attached or detached accessory structure in the required side yard of a residential key lot provided that the following can be demonstrated:

(*Ord. No. 3943, 01/14/20*)

1. The encroachment is not more than 50 percent of the required side yard set back
2. The accessory structure is architecturally compatible with the main structure.
3. The accessory structure is not a carport.

c. VARIANCES:

- i. The Board may grant a variance only of the front yard, side yard, rear yard, lot width, lot depth, lot coverage, minimum setback standards, or landscaping requirements where the literal enforcement of the provisions of this ordinance would result in the unnecessary hardship, and where such variance is necessary to permit the use or development of a specific parcel of land which differs from other parcels of land in the same district by being of such restricted area, shape, or slope that it cannot be developed in a manner consistent with the development permitted upon other parcels of land in the same district.

The Board may grant a variance in the height of any structure within an approach zone, airport area, turning zone, or transition zone of the Addison Airport, as such areas are depicted on the Revised Carrollton Airport Zoning Map, dated September 2016. (*Ord. No. 4539, 12/05/23*)

A variance may be granted to an applicant when the Board finds:

- a) That there are special circumstances or conditions applying to the land or building for which the variance is sought, which circumstances or conditions are peculiar to such land or building and do not apply generally to land or buildings in the same zoning district or neighborhood, and that said circumstances or conditions are such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of such land or building; and
- b) That the granting of such variance will not be detrimental to the public welfare or injurious to the property or improvements in such zone or neighborhood in which the property is located; and
- c) That the granting of the variance is necessary for the reasonable use of the land or building and that the variance is granted by the Board is the minimum variance that will accomplish this purpose; and
- d) That the literal enforcement and strict application of the provisions of this ordinance will result in an unnecessary hardship inconsistent with the general provisions and intent of this ordinance and that, in granting such variance, the spirit of the ordinance will be preserved and substantial justice done; and
- e) In addition to considering the character and use of adjoining buildings and those in the vicinity, the Board, in determining its findings, shall take into account the

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number of persons residing or working in such buildings or upon such land and traffic conditions in the vicinity.

- ii. The Board may, after public notice and hearing and subject to the conditions and safeguards herein contained, vary or adapt the strict application of any of the terms of this ordinance under the power and authority herein granted.
- iii. In granting any variance under the provisions of this Article, the Board may designate such conditions in connection therewith which will, in its opinion, secure substantially the purpose and intent of this ordinance.
- iv. A variation from the standards established by this ordinance shall not be granted to relieve a self-created or personal hardship, nor for financial reason only, except as provided in Local Government Code Sec. 211.009 (b-1), as amended, nor shall such modification be granted to permit any person a privilege in developing a parcel of land not permitted by this ordinance to other parcels of land in the district. (*Ord. No. 4039, 11/16/21*)

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**ARTICLE 34
PLANNING AND ZONING COMMISSION**

The Planning and Zoning Commission shall function in accordance with the Carrollton City Charter and Chapter 34 of the Carrollton Code of Ordinances. (*Ord. No. 3891, 12/11/18*)

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ARTICLE 35 DEFINITIONS

(Amended Ord. No. 1670, 11/20/90); (Ord. No. 3653, 12/09/14); (Ord. No. 3716, 12/01/15); (Ord. 3763, 09/06/16); (Ord. No. 3891, 12/11/18); (Ord. No. 3939, 12/13/19); (Ord. 3943, 02/01/20); (Ord. No. 3980, 09/15/20); (Ord. No. 4035, 10/12/21); (Ord. No. 4043 12/07/21); (Ord. No. 4066, 04/05/22, Ratified by Ord. 4085 on 06/21/22); (Ord. No. 4127 02/07/23); (Ord. No. 4541, 12/05/23); (Ord. No. 4261; 05/20/25); (Ord. No. 4297 12/02/25)

SECTION A. GENERAL.

For the purpose of this ordinance, the following words and terms as used herein are defined to mean the following.

1. Words contained in this section are those having a special meaning relative to the purposes of this Ordinance. In the interpretation of this Ordinance, the provisions and rules of this section shall be observed and applied, except when the context clearly requires otherwise.
2. Words used or defined in one tense or form shall include other tenses and derivative forms.
3. Words in the singular number shall include the plural number, and words in the plural number shall include the singular number.
4. The masculine gender shall include the feminine, and the feminine gender shall include the masculine.
5. The word “shall” is mandatory.
6. The word “may” or “should” is permissive.
7. The word “person” includes individuals, firms, corporations, associations, trusts, and any other similar entities.
8. The word “City” shall refer collectively to the City of Carrollton.
9. The word “Board” shall mean the Board of Adjustment.
10. The word “Commission” shall mean the Planning and Zoning Commission.
11. The words “Recorder” and “Recorder of Deeds” shall mean the County Recorder.
12. In case of any difference of meaning or implication between the text of this Ordinance and any caption, illustration, or table, the text shall control.
13. All provisions of this Ordinance shall be construed to be in addition to all other applicable laws, ordinances and rules of the federal government, the State of Texas or a Constituent Jurisdiction; and in case of any conflict between this Ordinance and any such other law, ordinance or rule, the more restrictive shall prevail.
14. The words “include” and “including” mean include or including by way of illustration and not by way of limitation.

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SECTION B. TERMS AND DEFINITIONS.

ACCESSORY BUILDING OR STRUCTURE: A subordinate building or structure detached from the main building and having a use customarily incidental to and located on the same lot occupied by the main building. *(Ord. No. 2099, 09/05/95)*

ACCESSORY USE: A use customarily incidental to the main use of the property. *(Ord. No. 2099, 09/05/95)*

ADJACENT: Having property or district lines in common.

ADULT ARCADE: Any place to which the public is permitted or invited wherein coin-operated, slug- or token-operated, or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing devices are maintained to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by the depicting or describing of "specified anatomical areas" or "specified sexual activities," as herein defined.

ADULT BOOKSTORE: A commercial establishment which has devoted a substantial or significant portion of its business to the sale, rental or any form of consideration, of any one or more of the following:

- a. Books, magazines, periodicals or other printed matter, photographs, films, motion pictures, video cassettes, video tapes, or other video reproductions, slides, or other visual representations which depict or describe "specified sexual activities" or "specified anatomical areas"; or
- b. Instruments, devices, or paraphernalia which depict "specified anatomical areas" or are designed for use in connection with "specified sexual activities".

ADULT CABARET: A nightclub, bar, restaurant, or similar commercial establishment which regularly features:

- a. Person or persons who appear in a state of nudity; or
- b. Live performances which are characterized by the exposure of "specified anatomical areas", or by "specified sexual activities", including topless or bottomless dancers, exotic dancers, or strippers; or
- c. Films, motion pictures, video cassettes or tapes, slides, or other photographic reproductions which are characterized by the depiction or description of "specified sexual activities" or "specified anatomical areas".

ADULT MOTION PICTURE THEATER: A commercial establishment where, for any form of consideration, films, motion pictures, video cassettes or tapes, slides, or similar photographic reproductions are regularly shown which are characterized by the depiction or description of "specified sexual activities" or "specified anatomical areas".

ADULT THEATER: A theater, concert hall, auditorium, or similar commercial establishment which regularly features persons who appear in a state of nudity, or live performances which are characterized by the depiction or description of "specified sexual activities" or the exposure

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of "specified anatomical areas."

AGRICULTURE: The planting, cultivating, harvesting and storage of grains, hay or plants, vegetables, fruits, or vineyards.

The raising and feeding of livestock and poultry shall be considered an agricultural use if the area in which the livestock or poultry is kept is five acres or more in area, and if such raising of livestock and poultry is incidental or supplemental to the raising of crops and is not primarily for the raising or fattening of livestock.

A feed lot exclusively for the fattening of livestock is not considered an agricultural use. The processing and/or storage of raw agricultural products, including facilities such as cotton gins and grain elevators, shall not be considered an agricultural use if such use constitutes the main or principal use on a lot or parcel. (See FARM, ORCHARD, OR RANCH)

AIRPORT HAZARD: Any building, structure, tree, sign, vehicle, utility pole, transmission line, or use of land which obstructs the air space required for the flight of aircraft in landing or taking off at an airport, or is otherwise hazardous to such landing or taking off of such aircraft. (*Ord. No. 1844, 11/03/92*)

ALCOHOLIC BEVERAGE: The meaning provided in the Texas Alcoholic Beverage Code.

ALCOHOLIC BEVERAGE SALES, ON-PREMISE: An establishment that derives 75 percent or more of the establishment's gross revenue from the on-premise sale of alcohol beverages.

ALLEY: A public way, public space or thoroughfare which affords only secondary means of access to property abutting thereon.

ALTERATION: Any addition, removal, extension, or change in the location of any exterior or interior wall of a main building or accessory building or change or modification in construction or occupancy.

AMUSEMENT ARCADES: Any place or establishment wherein more than four coin-operated, slug- or token-operated, or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image-producing devices, or skill machines, are located, whether operable or inoperable. Such machines shall include, but not be limited to, billiard tables, pool tables, and video games and simulated gambling device versions of bingo, keno, blackjack, video lottery terminals (VLT's), roulette, video poker, or facsimile thereof, that operate by chance or partially so. (*Ord. No. 3331, 10/06/09*)

AMATEUR RADIO/TELEVISION TOWERS: An antenna utilized for communication purposes in conjunction with a citizen band or amateur radio station, and including any tower, mast or structure for the support thereof. This definition shall also include such anchors, anchor supports or guy wires associated with the structure, but shall not include any antenna used for commercial communications or radio broadcasting operations.

ANTIQUE SHOP: A retail establishment engaged in the sale of works of art, furniture, or other

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artifacts of an earlier period. Pawn shops and flea markets, as herein defined, shall not be considered as antique shops.

APARTMENT: A dwelling unit designed or occupied as a residence by a single family, individual or group of individuals.

ARTISAN WORKSHOP: Small workspace/studio without commercial truck traffic. A production process characterized by minimal automation and little division of labor; highly skilled craftsman assemble or fabricate custom products in lesser quantities. Participants in an artisan process may be self-employed or employed by a smaller-scale business; excludes repair.

ASSEMBLY, PRODUCT: A principal use involving the joining, bolting, interlocking or other similar process of fitting together separate, pre-manufactured parts or components into a finished product, as well as packaging products. This definition does not include the mechanical or chemical transformation of raw materials or substances into new products; see Manufacturing.

AUTOMOBILE QUICK LUBE, TIRE SERVICE, AND/OR INSPECTION: A commercial establishment primarily engaged in providing automotive maintenance services, including but not limited to oil changes, lubrication services, tire installation, repair, and alignment, and vehicle inspection services. Facilities are designed to accommodate customer service areas, service bays, and any necessary parking. This definition shall not include Automobile, Motor Vehicle, Heavy Load Truck and Watercraft Paint and Body Shop. *(Ord. No. 4261; 05/20/25)*

AUTOMATED TELLER MACHINE (ATM): An unmanned, free-standing structure that performs banking financial functions at a location that may be separate from the controlling financial institution.
(Ord. No. 3943, 01/14/20)

AUTOMOBILE: A two to four-wheeled, self-propelled vehicle designed for passenger transportation, and commonly propelled by an internal combustion engine. Vehicles include light load trucks and motorcycles.

AUTOMOBILE, MOTOR VEHICLE, AND WATERCRAFT PARTS SALES: The display and sales of new or used parts for automobiles, motor vehicles, watercraft, or recreational vehicles. All display and sales of new or used parts shall be completely located within an enclosed building. This definition shall not include motor vehicle wrecking or salvage yards.

AUTOMOBILE OR LIGHT LOAD TRUCK REPAIR GARAGE: A garage or portion thereof in which the repair and maintenance of automobiles and light load trucks, as herein defined, takes place, but excluding the outdoor storage of vehicle parts or inoperative automobiles or light load trucks. This definition shall not include reupholstery, body repair or painting activities or services. (See GARAGE, REPAIR)

AUTOMOBILE OR LIGHT LOAD TRUCK SALES: The display and sales of new and used automobiles and light load trucks, as herein defined, with incidental parts sales, maintenance,

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and repair facilities. Such incidental parts sales, maintenance, and repair facilities shall be completely located within an enclosed building.

AWNING: Roof-like cover entirely supported by and extending from a building for protecting items or openings therein, from the elements.

BANK, SAVINGS AND LOAN, OR CREDIT UNION: A professional and general administrative office establishment for the custody, loan, exchange, investment, or issue of money, the extension of credit, and/or facilitating the transmission of funds.

BASE FLOOD: The flood having a one percent chance of being equaled or exceeded in any given year.

BASEMENT OR CELLAR: As such terms are defined by the building code of the City of Carrollton.

BATCH PLANT: A temporary or permanent facility for the production and manufacture of asphalt or concrete.

BED AND BREAKFAST: A dwelling, or portion thereof, used for lodging accommodations to occupants for a period of less than thirty (30) consecutive days and which is permanently occupied by the property owners listed on the county appraisal districts records for which the property is located. *(Ord. No. 4127, 02/07/23(Ord. No. 4297 12.02.2025)*

BEDROOM: A room in a dwelling used for sleeping purposes, other than a kitchen, dining room, living room, bathroom or closet. The room has proper egress as required by the City of Carrollton's adopted building and fire codes. This definition shall include extra dining rooms, living rooms, and all dens, studies, game rooms, sunrooms or similar extra rooms, all of which are capable of being used as bedrooms. This definition of bedroom does not apply to short-term rental and bed and breakfast uses. *(Ord. No. 4297 12.02.2025)*

BEER & WINE OFF-PREMISE – Retail sales of malt beverages or wine and as regulated by Texas Alcohol Beverage Commission. Distilled spirits or liquor sales for off premise consumption are not allowed in Carrollton. *(Ord. No. 4261; 05/20/25)*

BLOCK: An area within the city enclosed by streets and occupied by or intended for buildings; or, if this word is used as a term of measurement, it shall mean the distance along a side of a street between the nearest two streets which intersect said street on said side.

BOARDING, LODGING OR ROOMING HOUSE: A building other than a hotel, where lodging and meals for five or more persons are served for compensation. Excludes short-term rentals and bed and breakfasts referenced in the Comprehensive Zoning Ordinance. *(Ord. No. 4297 12.02.2025)*

BREEZEWAY: A covered passage one story in height connecting a main structure and an accessory building.

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BRICK OR STONE: Brick, thin brick, real or manufactured stone.

BUFFER: Land area used to physically separate one use from another, or to shield or block noise, light, visual intrusions or other nuisances.

BUILDING: Any structure used or intended for supporting or sheltering any use or occupancy. (See STRUCTURE)

BUILDING COVERAGE: The proportion of a lot or site covered or permitted to be covered by a building.

BUILDING, END OF: Those sides of the building having the least dimensions and in which doors or openings are not customarily provided for ingress or egress.

BUILDING FACING THE SQUARE: Those buildings in the (TC) Transit Center District that are located on properties which directly face the square and buildings on corner lots which are located diagonally across an intersection from the square. (*Ord. No. 1659, 10/02/90*); (*Ord. No. 3331, 10/06/09*)

BUILDING HEIGHT: As defined by the adopted International Building Code, as amended. (*Ord. No. 2773, 02/04/03*)

BUILDING LINE: A line designated on an approved subdivision plat which is parallel or approximately parallel to a street, beyond which buildings may not be erected.

BUILDING OFFICIAL: The administrative official of the City of Carrollton responsible for issuing permits and enforcing the Zoning Ordinance and building codes of the City.

BUSINESS SUPPORT SERVICES: An establishment primarily engaged in providing services primarily to business enterprises on a fee or contract basis, including, but not limited to, advertising agencies, computer programming and software services; office equipment sales, rental, leasing, or repair; printing/copy services, photo finishing, and information services. Excludes automotive, motor vehicle, watercraft, and garage repair or with storage automobile, motor vehicles, watercraft, or travel trailers.

CABANA, PAVILION OR GAZEBO: A secondary structure on a lot incidental to a swimming pool or recreational area but excluding sleeping and kitchen facilities. (*Ord. No. 1670, 11/20/90*)

CARETAKER OR NIGHT WATCHMAN QUARTERS: A residence or facility located on the premises of a non-residential use. Such residence or facility shall be occupied only by a caretaker, guard, or night watchman employed on the premises.

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CARNIVAL OR CIRCUS: A temporary traveling show or exhibition usually housed in tents and which has no permanent structure or installation.

CARPORT: A roofed structure which may be attached or unattached to the principal structure providing space for the storage of one or more automobiles, light load truck, or travel trailer and enclosed on not more than two sides.

CAR WASH: A structure or facility used to wash automobiles, motorcycles, trucks, and other light load vehicles.

CERTIFICATE OF OCCUPANCY: Official certification which permits the use of a building in accordance with the approved plans and specifications and which certifies compliance with the provisions of law for the use and occupancy of the building in its several parts together with any special stipulations or conditions of the building permit.

CITY: The City of Carrollton, Texas.

CITY COUNCIL: The governing or legislative authority of the City of Carrollton.

CLASSROOM: Any room, including laboratories, in which classes are conducted at a school, church or other educational facility, but excluding hallways and other common areas, auditoriums, sanctuaries, gymnasiums, cafeterias, libraries, storage and maintenance areas, and administrative offices.

CLINIC: An institution or facility for examining, consulting with or treating patients, including offices, laboratories and out-patient facilities, but not including hospital beds and rooms for acute or chronic care.

COMMERCIAL: Any business, other than a home occupation or manufacturing business, which involves the exchange of goods or services for the remuneration of a person occupying the premises upon which the transaction or part thereof takes place.

COMMERCIAL AMUSEMENT, INDOOR: An enterprise providing for indoor recreational activities, services, amusements, and instruction for an admission fee. Uses may include, but are not limited to, bowling alleys, ice- or roller-skating rinks, bingo parlors, laser tag, rock climbing, trampoline, escape rooms, ax throwing and/or general practice areas. Uses do not include amusement arcades, or sexually oriented businesses. *(Ord. No. 4261; 05/20/25)*

COMMERCIAL AMUSEMENT, OUTDOOR: An enterprise providing for outdoor recreational activities, services, amusements, and instruction for an admission fee, including, but not limited to, batting cages, miniature golf/golf range, go-kart tracks, and carnivals.

COMMISSION: The Planning and Zoning Commission of the City of Carrollton.

COMMUNICATION EQUIPMENT: Any communication antenna or device attached to an existing structure, not to exceed 15 feet in height above the existing structure.

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COMMUNICATIONS TOWER: A free-standing structure, other than an amateur radio/tv tower for citizen band and amateur radio communications, designed, constructed, and utilized for communication and broadcasting. This definition shall include radio and television transmission towers, microwave towers, common-carrier towers, cellular telephone towers, alternative tower structures, and all communication equipment or antennas. Communication towers shall be in accordance with 21, Special Use Permits.

COMMUNITY HOME: A facility meeting the requirements and licensed under the Texas Human Resources Code.

CONDOMINIUM: The separate ownership of single units or apartments in a multiple unit structure or structures with common elements as defined in Article 81.002 of Vernon's Annotated Civil Statutes.

CONTRACT CONSTRUCTION SERVICES: Any premises used for the storage, accumulation, stocking, or depositing of materials, tools, products, or equipment on a temporary or permanent basis for eventual use or sale by an electrician, plumber, carpenter, or any other type of building, construction or manufacturing trade, provided that such activities are conducted completely within an enclosed building. Provided, however, that the temporary or overnight on-premises parking of motor vehicles and outside storage of equipment or materials for eventual use or sale shall be allowed as an accessory use. (*Ord. No. 1705, 05/07/91*)

CONTRACTOR STORAGE YARD: Any premises where the principal use is for the outside storage, accumulation, stocking, or depositing of materials, tools, products, equipment or vehicles on a temporary or permanent basis for eventual use or sale by an electrician, plumber, carpenter, or any other type of building, construction or manufacturing trade. (*Ord. No. 1705, 05/07/91*)

COUNTRY CLUB: An area containing a golf course and a club house available only to the membership of the country club and their guests, including facilities for dining and entertainment, swimming, tennis and similar recreational facilities and services.

COURT: A space open and unoccupied to the sky bounded on more than two sides by the walls of the building. An inner court is a court entirely surrounded by the exterior walls of a building. An outer court is a court having one side open to a street, alley, yard, or other permanently open space.

CUL-DE-SAC: A local street with only one outlet and having a terminal of sufficient width for the reversal of traffic movement.

DAY CARE CENTER, ADULT: An establishment that provides counseling, recreation, supervision, or food, or any combination of these services on a daily or regular basis, but not overnight, to four or more elderly or handicapped persons who are not related by blood, marriage, or adoption to the owner of the establishment. Clients of an adult day care center shall not require institutionalization in a hospital; nursing or convalescent home; respite, personal care or custodial care home; or similar specialized facility. Hours of operation shall

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not exceed the period between 6:00 a.m. and 12:00 midnight.

Such establishment shall not accommodate individuals who pose a direct threat to the health, safety, or welfare of themselves or others, and shall not constitute a halfway house, rehabilitation facility, or any other type of facility whereby individuals receive guidance or assistance in the transition from institutional care to normal social activities. Medical treatment or rehabilitative services shall not be provided in an adult day care center.

An adult day care center shall be licensed and operated in a manner consistent with such standards as may be promulgated by the Texas Department of Health and the Texas Department of Human Services. (*Ord. No. 1573, 09/05/89*)

DAY CARE HOME, ADULT: An establishment that provides counseling, recreation, supervision, or food, or any combination of these services on a daily or regular basis, but not overnight, to three or fewer elderly or handicapped persons who are not related by blood, marriage, or adoption to the owner of the establishment. Clients of an adult day care home shall not require institutionalization in a hospital; nursing or convalescent home; respite, personal care or custodial care home; or similar specialized facility.

Hours of operation shall not exceed the period between 6:00 a.m. and 12:00 midnight. The license-holder, operator, director, or person otherwise responsible for the operation and provision of care within the facility, shall maintain his or her primary residency in the dwelling within which such facility is located. An adult day care home shall be accessory to the full-time residency of the dwelling.

A minimum floor area of 50 square feet of living space shall be required per client. Such floor area shall be calculated exclusive of the kitchen and food service or dining area, restrooms, bath areas, offices, corridors, stairways, garages, storage areas, and outdoor spaces. A minimum of 200 square feet of site area shall be provided per client.

Such establishment shall not accommodate individuals who pose a direct threat to the health, safety, or welfare of themselves or others and shall not constitute a halfway house, rehabilitation facility, or any other type of facility whereby individuals receive guidance or assistance in the transition from institutional care to normal social activities. Medical treatment or rehabilitative services shall not be provided in an adult day care home.

An adult day care home shall be licensed and operated in a manner consistent with such standards as may be promulgated by the Texas Department of Health and the Texas Department of Human Services. (*Ord. No. 1573, 09/05/89*)

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DAY CARE SERVICES, CHILD: As defined by the North American Industry Classification System (NAICS), 2007 edition, provided however that this definition shall specifically include “Day Care Center” as defined and regulated by Chapter 42 of the Human Resources Code and the Texas Administrative Code of the State of Texas as may be amended, and in accordance with such standards as may be promulgated by the Texas Department of Family and Protective Services. *(Ord. No. 3587, 12/03/13)*

Day Care Centers provide care at a location other than the residence of the director, owner or operator of the facility for seven or more children under 14 years of age for less than 24 hours a day but at least two hours a day, three or more days a week.

This definition shall not include Registered & Licensed Child Care Homes or Listed Family Homes.

DAY LABOR EMPLOYMENT PLACEMENT AGENCY: Establishments primarily engaged in referring or placing applicants for day labor employment. The individuals placed are not employees of the employment agency. *(Ord. No. 2866, 12/16/03)*

DENSITY: The ratio of the number of dwelling units per net acre of platted area being developed. Net acre shall be defined as the acreage of a site less any existing or proposed rights-of-way, or flood plain that is not either reclaimed or substantially improved as open space and incorporated into the project.

DISABLED PERSON: A handicapped person. *(Ord. No. 1573, 09/05/89)*

DISCONTINUED: The cessation of any use, activity or business activity. *(Ord. No. 2258, 04/15/97)*

DISTRICT: A zone or geographic area in the City of Carrollton within which certain zoning or development regulations apply.

DRIVE-THROUGH WINDOWS: An accessory use providing drive up services and goods to customers in motor vehicles including but not limited to a limited service restaurant, office uses, retail, dry cleaning and laundry services.

DRY CLEANING AND LAUNDRY SERVICES, MAJOR: An industrial facility where fabrics are cleaned with substantially non-aqueous organic solvents on a commercial or wholesale basis including industrial launderers.

DRY CLEANING AND LAUNDRY SERVICES, MINOR: A custom cleaning shop or pick-up station not exceeding 3,000 square feet of floor area and includes laundromats. Excludes major dry cleaning and laundry services.

DWELLING: Any building, or portion thereof, which is designed for use for residential purposes.

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DWELLING UNIT: A single living unit providing complete, independent living facilities for one family or persons maintaining a common household, and including a residential kitchen, bathroom, and provisions for living, sleeping, and sanitation; accessible independently of another dwelling unit or portion thereof (SEE RESIDENTIAL KITCHEN). Dwelling units do not include hotels, motels, inns, or non-residential uses where rooms are rented. (*Ord. No. 1739, 10/01/91; Ord. No. 4541, 12/05/23; Ord. No. 4297 12.02.2025*)

DWELLING, ATTACHED: A dwelling having any portion of one or more walls in common with adjoining dwelling units.

DWELLING, DETACHED: A dwelling unit having open space on all sides.

DWELLING, DUPLEX: A detached building containing not more than two dwelling units, whereby both individual dwelling units within the building are located on the same lot of record and separated by a party wall or abutting wall. (Reference Figure 1.1, Appendix A)

DWELLING, MULTIFAMILY: A building or use designed for occupancy by three or more dwelling units on a single lot. (See MULTIFAMILY APARTMENT BUILDING OR COMPLEX)

DWELLING, SINGLE-FAMILY ATTACHED: A single-family attached dwelling unit located on a separately platted lot of record which is joined to another dwelling unit on one or both sides by a common wall. (Reference Figure 1.1, Appendix A)

DWELLING, SINGLE-FAMILY DETACHED: A detached building having accommodations for, and occupied by not more than, one family.

DWELLING, TOWNHOUSE: A single-family attached building containing separate dwelling units each located on separately platted lots of record with units separated by a party wall or abutting wall on one or both sides. (Reference Figure 1.1, Appendix A)

EASEMENT: A grant of one or more of the property rights by the property owner to and/or for the use or benefit by the public, a corporation, or other person or entity. An easement shall be identified on a subdivision plat, filed for record with the appropriate county clerk, and cannot be varied or altered by action of the Board of Adjustment.

EFFICIENCY APARTMENT: An apartment having a combination living and bedroom, where no separate bedroom exists.

EGRESS: A place or means of exit.

ELDERLY PERSON: A person 65 years of age or older. (*Ord. No. 1537, 09/05/89*)

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EMERGENCY MAINTENANCE AND REPAIR: Any work, necessitated by emergency or sudden and unforeseeable event, without which a structure, object, or site, or any part thereof, is likely, in the opinion of duly authorized officers of the City of Carrollton, to result in additional deterioration or damage to said structure, object or site, or without which said structure, object or site poses an immediate threat to life, health or safety of the populace. (*Ord. No. 2706, 07/16/02*)

EMPLOYMENT SERVICES: Establishments primarily engaged in one of the following:

- a. Listing employment vacancies and referring or placing applicants for employment; or
- b. Providing executive search, recruitment, and placement services.

ERECTED: Built, constructed, raised, altered, reconstructed, moved upon; any physical operations on the premises which are required for construction of a building, structure, or facility.

ESCORT: A person who, for consideration, agrees or offers to act as a companion, guide, or date for another person, or who agrees or offers to privately model lingerie or to privately perform a striptease for another person.

ESCORT AGENCY: A person or business association which furnishes, offers to furnish, or advertises to furnish escorts as one of its primary business purposes, for a fee, tip, or other consideration.

EVENT CENTERS AND RECEPTION HALLS: A facility utilized to hosting parties, banquets, weddings or other receptions, or social events in a room or building. Event centers and reception halls shall be in accordance with Article 21 Special Use Permits of the Comprehensive Zoning Ordinance, as amended.

FACING A PUBLIC STREET: Where the projection of any exterior elevation of a building onto the adjacent public street between an imaginary extension of the side property lines is equal to or greater than 20 percent of such elevation. Such measurement shall take into account any existing intervening structures, such as buildings or any opaque screening wall that is erected to satisfy a requirement of this ordinance, but shall not include intervening landscape material, signs, utility poles, flagpoles, chain link fences or any fence erected at the option of the property owner which is not specifically required to satisfy a provision of this ordinance. (*Ord. No. 1557, 07/11/89*)

FALSE FRONT: The exterior wall of a building located in the (TC) Transit Center District which rises from the sidewalk to a minimum of two feet above the intersecting roof line, concealing any visibility of the roof from the adjacent public street. (*Ord. No. 1659, 10/02/90*); (*Ord. No. 3331, 10/06/09*)

FAMILY: Any number of individuals living together as a single housekeeping unit, in which not more than four individuals are unrelated by blood, marriage or adoption.

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FARM, ORCHARD, RANCH: An area of five acres or more which is used for growing usual farm products, vegetables, fruits, trees, and grain, and for the raising thereon of the usual farm poultry and farm animals such as horses, cattle, and sheep, and including the necessary accessory uses for raising, treating, and storing products raised on the premises; but excluding the commercial feeding of offal or garbage to swine or other animals, including feed lots. The processing and storage of raw agricultural products, such as cotton gins and grain elevators, shall not be considered a farm, ranch or orchard if such constitute the main or principal use on the lot or parcel. (See AGRICULTURE)

FEEDER LINE: Any line, wire, or cable which distributes, transmits or delivers a utility service to a general area and not to a specific end user.

FLAMMABLE OR COMBUSTIBLE LIQUIDS, OR HAZARDOUS MATERIAL: As defined by the Fire Code, as adopted by the City of Carrollton.

FLOOD PLAIN: An area of land subject to inundation by a 100-year frequency flood.

FLOODWAY: The channel of a river or other watercourse and the adjacent land areas required to carry and discharge a flood of a given magnitude.

FLOOR AREA: The total square footage of floor area within the outside dimensions of a building, including each floor level, or an accessory building or structure. Floor area calculations for buildings exclude breezeways, porches, carports, garages, accessory buildings or structures, or areas devoted to the off-street parking of vehicles. (See MINIMUM SQUARE FOOTAGE OF DWELLING UNIT)

FLOOR AREA RATIO: An indicated ratio between the number of square feet of total floor area of building(s) on a lot and the total square footage of land in the lot.

$$\frac{\text{Floor Area}}{\text{Lot Area}} = \text{Floor Area Ratio}$$

(Reference Figure 1.3, Appendix A)

FOOD SERVICE FACILITY: A food service establishment with an equipped kitchen within a self-contained temporary structure. The temporary structure cannot operate for more than 6 months on the same lot for any consecutive 12-month period, measured from the date of commencement of the use. The temporary structure may be renewed for one additional 6-month period upon approval of the city manager or designee. (Ord. No. 3980, 09/15/20)

FOOD TRUCK OR FOOD TRAILER: A self-propelled motorized vehicle or tow-behind trailer equipped to cook, prepare, serve, or sell food. (Ord. No. 3980, 09/15/20)

FREESTANDING BUILDING: A building, structure, or premises which stands independently and separately, and which is not connected to any other building, structure, or premises by any means of support or attachment, including but not limited to a common wall, roof, or breezeway.

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FREEWAY: A continuous thoroughfare designed to give preference to through traffic by providing grade-separated connections only with selected arterials and by prohibiting crossings at grade and direct private driveway connections.

FRONT: That portion of a building, structure, lot or parcel of land which faces or abuts the street upon which such building, structure, lot or parcel of land is addressed.

FRONTAGE: All of the property measured along the property line abutting on one side of the street upon which such property is addressed.

GARAGE APARTMENT: A dwelling unit attached to or erected above a private garage.

GARAGE, PRIVATE (RESIDENTIAL): An accessory building or a portion of a residence of a dwelling unit(s) for the storage or parking of motor vehicles as may be required in connection with the permitted use of the main building.

GARAGE, REPAIR: A building or portion thereof, designed or used for the storage, sale, hiring, care or repair of motor vehicles or watercraft, which is operated for commercial purposes, but excluding reupholstery, body repair or painting activities or services. (See AUTOMOBILE REPAIR GARAGE)

GARDEN HOME: A single-family attached dwelling. (See DWELLING, SINGLE-FAMILY ATTACHED)

GOVERNMENT FACILITY: Any place or facility owned or operated by the school district, municipal, county, state, or federal government. Government facilities shall include amphitheaters, auditoriums, cemeteries, libraries, museums, post offices, public office and administrative buildings (including City Hall), police or fire stations, public plazas and open space, recreation centers and facilities, stadiums, arenas, convention or civic centers; but excluding storage and maintenance facilities, facilities for public utilities, including substations, treatment, generation or pump facilities, or landfills or disposal facilities.

GRADE: As defined by the adopted International Building Code, as amended. (*Ord. No. 3331, 10/06/09*)

GROSS LEASABLE AREA: The total floor area designed for occupancy and exclusive use. The area of tenant occupancy shall be measured from the centerlines of joint partitions to the outside of the tenant walls.

GROUP QUARTERS: A facility where individuals live in a shared or communal setting. Group quarters may provide shared living spaces and services for residents who are typically not related to each other, such as in congregate housing or dormitories. (*Ord. No. 4261; 05/20/25*)

GUEST HOUSE: A secondary structure on a lot which may contain dwelling accommodations for the temporary occupancy by guests, but which is not for rent, lease or permanent occupancy. Such building shall not have a separate utility meter or kitchen facilities. Kitchen facilities may be provided in accordance with Article 7 of this ordinance. (*Ord. No. 1947, 10/19/93*)

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HANDICAPPED PERSON: A person who has a physical or mental impairment, or both, which substantially limits one or more of such person's life activities; who has a record of having such an impairment; or who is regarded as having such an impairment. Such term does not include current illegal use of, or addiction to, a controlled substance, as defined in Section 102 of the Controlled Substance Act, as amended.

HEAVY EQUIPMENT: Machinery, apparatus or implements which include, but are not limited to construction and/or earth moving equipment, forklifts, and other related equipment.

HISTORIC DISTRICT: An area of the city designated by ordinance of the City Council, which possesses definable geographic boundaries, a significant concentration, linkage, or continuity of sites, buildings or structures united historically or aesthetically by plan or physical development. *(Ord. No. 2706, 07/16/02)*

HISTORIC LANDMARK: An individual site, place, building, structure or object, designated by ordinance by the City Council, as worthy of rehabilitation, restoration, and/or preservation for its historic, cultural, and/or architectural significance to the City of Carrollton. *(Ord. No. 2706, 07/16/02)*

HISTORIC PRESERVATION ADVISORY COMMITTEE: The Historic Preservation Advisory Committee of the City of Carrollton, as established by Section 34.050 of the Carrollton Code of Ordinances. Also referred to as “the Committee” and “HPAC.” *(Ord. No. 2706, 07/16/02)*

HISTORIC PRESERVATION OFFICER: The City Manager or Designee charged with the administration of the historic preservation overlay district ordinance. Also referred to as “the HPO.” *(Ord. No. 2706, 07/16/02)*

HOSPICE, IN-PATIENT: An institution or facility where those persons suffering from generally permanent types of infirmity, illness, injury or deformity are given care and treatment on a prolonged or permanent basis, and which is licensed by the state or Texas. *(Ord. No. 1573, 09/05/89)*

HOTEL ACCOMODATION AND RESERVATION SERVICE: A business or service that provides information, such as rates, availability, and other property information and also schedules and books accommodations for hotels on a 24-hour basis, 7 days a week. *(Ord. No. 3271, 12/01/08)*

HOTEL, FULL SERVICE: A building or group of buildings with the main function of providing temporary lodging accommodations for transient guests where entrance to each room is gained from a completely enclosed area, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access. Such Hotels contain restaurants, conference and meeting facilities, business office services, personal service shops and other amenities as listed under Article 21, (D)(2)(g)(2) Full-Service Hotel. This definition shall not include Extended Stay Hotels, Residence Hotel or Hotel Suites. *(Ord. No. 2656, 01/08/02); (Ord. No. 3271, 12/01/08)*

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HOTEL, LIMITED SERVICE: A building or group of buildings with the main function of providing temporary lodging accommodations for transient guests where entrance to each room is gained from a completely enclosed area, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access. Such Hotels contain restaurants, conference and meeting facilities, business office services, and other amenities as listed under Article 21, (D)(2)(g)(4), Limited Service Hotel. This definition shall not include extended stay hotels, residence hotel or hotel suites. *(Ord. No. 2656, 01/08/02); (Ord. No. 3271, 12/01/08)*

HOTEL, RESIDENCE OR HOTEL SUITES: A building or group of buildings with the main function of providing temporary, extended stay lodging accommodations for transient guests for compensation where entrance to each room is gained from an interior corridor, except first floor units which may have direct access from an interior courtyard or swimming pool area instead of, or in addition to, hallway access. *(Ord. No. 2656, 01/08/02); (Ord. No. 3271, 12/01/08)*

IMPERVIOUS COVER: Roads, parking areas, buildings and other impermeable construction covering the natural land surface that prevents absorption of the water. Water quality basins, swales and other conveyances for overland drainage shall not be calculated as impervious cover.

INDUSTRIAL FINISHING: A principal use involving any process whereby finished products are altered in size or shape, excluding shredding or crushing, to serve as a component in some other product or process, or for immediate use, sale or distribution as a finished product. *(Ord. No. 1670, 11/20/90)*

INGRESS: A place or means of entrance or access.

INOPERABLE MOTOR VEHICLE: Any motor vehicle, as herein defined, which is inoperable; or which does not have lawfully attached thereto an unexpired license plate(s); or which is wrecked, dismantled, or partially dismantled.

INSTITUTIONAL USE: A non-profit organization or building, public or private, for the benefit of the public including YMCA, YWCA, boys clubs, girls clubs, Boy Scouts, Girl Scouts; educational facilities and schools, including day care centers and kindergartens; cemeteries, mausoleums or crematories for the deposit of the human dead; private parks, private libraries, and museums.

INSTITUTIONS OF A RELIGIOUS OR PHILANTHROPIC NATURE: An institutional use sponsored or operated by organizations established for religious or philanthropic purposes, including but not limited to orphanages, counseling and referral services, homes for the aged, training and educational facilities, meeting establishments, and residences.

INTERIM USE: A non-permanent, permitted use of the land, provided that the land is unplatted at the time of use. Upon approval of a subdivision plat, all rights permitted under the term "interim" shall cease.

KEY LOT: A corner lot whose exterior side yard is adjacent to the front yard of another lot. *(Ord. No. 1557, 07/11/89)*

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KIOSK: A small, freestanding, accessory structure having a maximum floor area of 600 square feet and used for commercial purposes, the posting of temporary information and/or posters, notices and announcements. If a kiosk is to be occupied, it shall have a minimum floor area of 25 square feet. Vending machines and other similar mechanical devices or appliances shall not be defined as a kiosk.

An INFORMATIONAL KIOSK shall be limited to the posting of temporary information and/or posters, notices and announcements, including a location map of the premises upon which such informational kiosk is located. An informational kiosk shall not be occupied by any person. (*Ord. No. 1582, 10/03/89*)

KITCHENETTE: A food preparation facility within a hotel in which only the following may be allowed:

- a. A cook-top limited to no more than two burners
- b. A microwave oven
- c. A refrigerator (*Ord. No. 3271, 12/01/08*)

KITCHEN, RESIDENTIAL: (SEE RESIDENTIAL KITCHEN)

LANDSCAPE AUTHORITY: A landscape architect registered with the State of Texas, or a licensed Texas nurseryman. (*Ord. No. 1659, 10/02/90*)

LATERAL LINE: Any line, wire, or cable used to distribute, transmit, or deliver a utility service from a feeder line to two or more sites or end users of the utility service.

LIGHTED ATHLETIC FIELDS: Outside recreation, sport, playground, game courts illuminated by any man-made device.

LIVE/WORK UNIT: As defined by the adopted building code of the City of Carrollton and provided the use is allowed in Article 5 Use of Land and Structures. (*Ord. No. 3939, 12/13/19*)

LOT: Land occupied or to be occupied by a building and its accessory building(s) and including such open spaces as are required under this ordinance and having its principal frontage upon a public street or officially approved place.

LOT, AREA: The area of a horizontal plane within the lot lines of a lot.

LOT, CORNER: A lot or parcel of land abutting two or more streets at their intersection or abutting two parts of the same street which form an interior angle of less than 135 degrees. (*Ord. No. 1493, 08/02/88*)

LOT COVERAGE: The proportion of a lot or site covered or permitted to be covered by a building or structure.

LOT DEPTH: The average horizontal distance between the front and rear lot lines. (Reference Figure 2.1, Appendix A)

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LOT, DOUBLE FRONTAGE: A lot having frontage on two non-intersecting streets, as distinguished from a corner lot.

LOT, FLAG: A lot having access to a street by means of a parcel or portion of land having a greater depth than its frontage and having a width less than the minimum required lot width. (Reference Figure 2.1, Appendix A)

LOT, INTERIOR: A lot whose side lot lines do not abut upon any street.

LOT LINES: A line dividing one lot from another, or from a street or place. (Reference Figure 2.3, Appendix A)

LOT OF RECORD: A lot which is created by an approved subdivision, the plat of which has been duly recorded in the office of the appropriate county clerk.

LOT WIDTH: The mean horizontal distance between the side lot lines of a lot measured at right angles to the depth or the same distance measured at the front building line. (Reference Figure 2.6, Appendix A)

MANEUVERING SPACE: The space entirely on private property required for maneuvering vehicles in such a manner as to preclude the backing of any vehicle into any street right-of-way.

MANUFACTURING: A principal use involving the mechanical or chemical transformation of raw materials or substances into new products, including the blending of materials such as, but not limited to, oils, chemicals, plastics or resins, and including the shredding or crushing of materials whereby they are changed from one use or function to another. This definition shall apply to any such process regardless of whether the new product is finished or semi-finished as a raw material in some other process, regardless of the quantity of product produced, and regardless of whether the finished product is or is not toxic or hazardous.

MASONRY: As defined by the adopted building code of the City of Carrollton, provided however that concrete masonry units ("CMUs") shall have a split, ribbed, scored, burnished or otherwise decorative appearance. (*Ord. No. 3421, 01/11/11*)

For the purposes of this ordinance, where the term MASONRY SCREENING WALL is used, such wall shall be constructed in accordance with the General Design Standards of the City of Carrollton. (*Ord. No. 1650, 09/04/90*)

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MESSAGE PARLOR: Any place where, for any form of consideration, massage, alcohol rub, administration of fomentations, electric or magnetic treatments, or any other treatment or manipulation of the human body occurs as part of or in connection with any "specified sexual activity", or where any person providing such treatment, manipulation or service related thereto exposes any "specified anatomical area."

This term shall not apply to a place wherein registered physical therapists or a certified massage therapist treats only patients recommended by a licensed physician and operate only under such physician's direction.

This term shall not apply to Massage Therapy (See MESSAGE THERAPY). (*Ord. No. 3465, 12/06/11*)

MESSAGE THERAPY: As defined by the North American Industry Classification System (NAICS), 2007 edition, with the additional description that any establishment and/or person providing massage therapy services shall be appropriately licensed by the Texas Department of State Health Services.

This term shall not apply to a Massage Parlor (See MESSAGE PARLOR). (*Ord. No. 3465, 12/06/11*)

MATERIAL RECYCLING CENTER: A facility or establishment used for, or involved in, the collecting, storage, sorting, crushing, breaking up, shredding, compacting, baling, palletizing or wholesale distribution of waste or scrap metal cans, glass, paper or plastics. Such facility shall not accept or process motor vehicles or motor vehicle parts or accessories, nonferrous metals scrap, petroleum products or waste, or textile waste. All operations shall be inside of a building. (*Ord. No. 3439, 05/03/11*)

METES AND BOUNDS: A system of describing and identifying land by measures (metes) and direction (bounds) from an identifiable point of reference such as a monument or other marker, the corner of intersecting streets, or in rural areas, a tree or other permanent fixture.

MINI-STORAGE WAREHOUSE: Small individual storage units for rent or lease, restricted solely to the storage of items. The conduct of sales, business or any other activity within the individual storage units, other than storage, shall be prohibited.

MINIMUM SQUARE FOOTAGE OF DWELLING UNIT: The minimum square footage of living space required per dwelling unit, exclusive of porches, breezeways, patios, garages, carports, or any accessory building or accessory space, and shall include only that area designated and used specifically for dwelling purposes.

MIXED-USE DISTRICT: Property approved and designated on the Future Land Use Map of the Comprehensive Plan as Mixed-Use/Urban and intended for a mix of residential and non-residential uses within the same development and/or building. (*Ord. No. 3148, 6/19/07*)

MOBILE HOME: Means "Manufactured home" or "manufactured housing" as that term is defined in the State of Texas Occupations Code, Title 7, Subtitle C, Chapter 1201 Manufactured Housing.

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MOBILE HOME PARK: A site upon which one or more mobile or manufactured homes, may be placed, and providing facilities, services and improvements as may be required by this and other ordinances of the City of Carrollton. This term shall not apply to the accommodation of recreational vehicles or travel trailers, as herein defined, on either a long-term or short-term basis.

MOBILE OR MANUFACTURED HOME SPACE: A plot of ground within a mobile home park designed for the accommodation of not more than one mobile home, as herein defined.

MOBILE COLLECTION AND REDEMPTION CENTER: A truck, van, trailer or other vehicle used for the collection, sorting or temporary storage of used metal cans, plastic, glass, paper, or materials or for the collection of clothing, furniture, appliances, or items. (Also see Article 29, Section E). (*Ord. No. 1705, 05/07/91*); (*Ord. 3439, 05/03/11*); (*Ord. No. 3866, 07/10/18*)

MODEL HOME: A dwelling unit used initially for display purposes which typifies the type of units that will be constructed in the subdivision.

MODULAR HOME/INDUSTRIALIZED HOUSING: A structure or building module that is manufactured at a location other than the location where it is installed and used as a residence; transportable in one or more sections on a temporary chassis or other conveyance device; and to be used as a permanent dwelling when installed and placed upon a permanent foundation system. This term includes the plumbing, heating, air conditioning and electrical systems contained within the structure. This term does not include a mobile/manufactured home or building modules incorporating concrete or masonry as a primary component.

MOTOR VEHICLE: Any vehicle which is propelled by mechanical power such as automobiles, light or heavy trucks, motorcycles, travel trailers, watercraft, or buses designed to carry one or more persons; but excluding construction equipment, forklifts, lawn equipment, or farm implements.

MULTIFAMILY BUILDING OR COMPLEX: Any building, or portion thereof, which is designed, built, owned, rented, leased, let or hired out to be occupied as three or more dwelling units, or which is occupied as the home or residence of three or more families living independently of each other and maintaining separate cooking facilities, and on a single lot. (See DWELLING, MULTIFAMILY)

NON-CONFORMING USE OR STRUCTURE: A building, structure or use of land lawfully in existence at the time of the effective date of this ordinance or amendments hereto, and which does not conform to the use regulations of the district in which it is situated.

NON-PROFIT CORPORATION: An entity subject to the Texas Non-Profit Corporation Act (Article 1396-1.01 et seq., Vernon's Annotated Civil Statutes).

NUDE MODELING STUDIO: Any place where a person who appears in a state of nudity, or displays any "specified anatomical area" is provided to be observed, sketched, drawn, painted,

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sculptured, photographed, or similarly depicted by other persons who pay money or any form of consideration.

NUDITY OR STATE OF NUDITY: The appearance of any "specified anatomical area", as herein defined.

OFFICE, PROFESSIONAL AND GENERAL ADMINISTRATIVE: An establishment where business is carried on by people working at desks used for writing, communication, computers, and meetings used for the provision of executive, management, or administrative services. Typical uses include, but are not limited to administrative offices and services including financial institutions; real estate; property management, legal services; architectural/engineering offices; travel agencies; secretarial services; call centers; accounting; offices for civic organizations and associations; and vehicle rental office without on-site storage of automobiles, motorized vehicles, or travel trailers. (*Ord. No. 4261; 05/20/25*)

OFFICE, MEDICAL SERVICES: An establishment dispensing outpatient medical health services, including diagnostic and imaging laboratories, surgical, doctor and dental offices.

OPEN SPACE: The area included in any front, rear or side yard, or any unoccupied space on a lot that is open and unobstructed to the sky from a point 30 inches above the general ground level of the graded lot, except for the ordinary extensions of window sills, eaves, awnings, balconies, belt courses, chimneys, cornices, roof overhangs, canopies, and other normal architectural features or landscaping, flagpoles, mailboxes, utility poles, lighting fixtures or fences.

ORDINARY MAINTENANCE AND REPAIR: Any work not necessitated by emergency or sudden and unforeseeable event, the purpose and effect of which is to correct any deterioration of or damage to a structure, object or site, or any part thereof, and to restore the same, as nearly as may be practicable, to its condition (including color and appearance) prior to such deterioration or damage, using the same materials, or materials as close to the original, as is practicable. This definition does not include any work done which alters the fundamental design, plan or layout. (*Ord. No. 2706, 07/16/02*)

OTHER MOTOR VEHICLE REPAIR GARAGE: A garage or portion thereof in which the repair and maintenance of automobiles, light and heavy load trucks, travel trailers, or watercraft, as herein defined, takes place, but excluding the outdoor storage of vehicle parts or inoperative vehicles of any kind. This definition shall not include reupholstery, body repair or painting activities or services. (See GARAGE, REPAIR)

OTHER MOTOR VEHICLE SALES: The display and sales of new and used automobiles and light and heavy load trucks, travel trailers, and watercraft, as herein defined, with incidental parts sales, maintenance, and repair facilities. Such incidental parts sales, maintenance, and repair facilities shall be completely located within an enclosed building.

OUTSIDE DISPLAY: The outdoor exhibit of merchandise, material, or equipment sold in and incidental to a main use on the same lot or tract of land. Outdoor display includes, but is not

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limited to propane storage tanks, vending machines, sheds, landscaping materials, ice storage compartments, fuel powered equipment, and firewood (Also see Article 27, Section B). (*Ord. No. 3439, 05/03/11*)

OUTSIDE STORAGE: The storage of commodities, goods and/or refuse outside of an enclosed building (Also see Article 27, Section A) (*Ord. No. 3439, 05/03/11*)

PARK: Any tract of land open for use by the general public or active or passive recreational purposes, including but not limited to playgrounds, swimming pools, outdoor recreation facilities, trails, nature preserves, and greenbelts. Lighted athletic fields and stadiums are excluded with this definition. (*Ord. No. 3943, 01/14/20*)

PARKING, GARAGE STRUCTURE (PRINCIPAL USE): A structure for the temporary parking of operable personal and light commercial vehicles. Commercial facilities for washing, repair, or other services shall not be included in the definition. (*Ord. No. 3943, 01/14/20*) (*Ord. No. 4261; 05/20/25*)

PARKING SPACE: An area not on a public street or alley, enclosed or unenclosed, together with a driveway connecting the parking space with a street or alley permitting free ingress and egress. Such area and driveway shall be surfaced in accordance with the paving standards of the City of Carrollton.

Parking adjacent to a public street wherein the maneuvering is done on a public street, shall not be classified as off-street parking in computing the parking requirements for any use. Dimensions for each parking space shall be determined by the application of those standards prescribed in Article 24 of this ordinance. (*Ord. No. 1641, 07/17/90*); (*Ord. No. 1670, 11/20/90*); (*Ord. No. 3943, 01/14/20*)

PARKING, SURFACE (PRINCIPAL USE): An approved parking surface, as described herein, where motor vehicles may be stored for the purpose of temporary, daily or overnight off-street parking. (*Ord. No. 3943, 01/14/20*) (*Ord. No. 4261; 05/20/25*)

PARKING (REQUIRED) OFFSITE WITHIN 300 FEET OF THE PRINCIPAL USE: A provision that allows required parking spaces to be located offsite as a principal or accessory use of land, within a specified distance of 300 radial feet (measured property line to property line) from the principal use. Offsite parking shall be easily accessible for pedestrians by sidewalk and designated pedestrian street crossings, shall be legally designated for use by the occupants or visitors of the principal use, and shall require a parking agreement. Required parking offsite located greater than 300 feet from the principal use is not permitted. (*Ord. No. 4261; 05/20/25*)

PAWN SHOP: An establishment where money is loaned on the security of personal property pledged in the keeping of the pawnbroker.

PATIO HOME: A single-family detached dwelling. (See DWELLING, SINGLE-FAMILY DETACHED; ZERO-LOT-LINE HOME)

PERSON: An individual, proprietorship, partnership, corporation, association, or other legal entity.

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PERSONAL CARE HOME: An establishment that provides room, board, and one or more services of a personal care or protective nature, such as ambulatory assistance, hygienic assistance or supervision of a meal regimen, to five or more elderly or handicapped persons who are not related by blood, marriage or adoption to the owner of the establishment. Residents of a personal care home shall not require institutionalization in a hospital; nursing or convalescent home; respite or custodial care home; or similar specialized facility since a personal care home is not equipped or licensed to provide all acts of a protective or restorative nature, and does not provide the nursing care or degree of staff supervision required for a respite or custodial care home, nursing home or similar facility.

Such establishment shall not accommodate individuals who pose a direct threat to the health, safety, or welfare of themselves or others, and shall not constitute a halfway house, rehabilitation facility, or any other type of facility whereby individuals receive guidance or assistance in the transition from institutional care to normal social activities. Treatment, counseling, or other services related to such rehabilitative activities shall not be provided in a personal care home.

A personal care home shall be licensed and operated in a manner consistent with such standards as may be promulgated by the Texas Department of Health and the Texas Department of Human Services. (*Ord. No. 1573, 09/05/89*)

PERSONAL CARE SERVICES: Establishments primarily engaged in providing services generally involved in the care of the person including, but not limited to hair, nail, or skin care services; beauty salons; diet and weight reducing centers. Does not include tattoo parlors.

PERSONAL AND HOUSEHOLD GOODS REPAIR AND MAINTENANCE: Establishments primarily engaged in repairing and servicing personal or household-type goods. Establishments in this industry repair items, such as garments; watches; jewelry; guns; sports equipment; cutlery; musical instruments; lawnmowers and home yard equipment; and bicycles. Excludes automotive, motor vehicle, watercraft, and garage repair or with storage automobile, motor vehicles, watercraft, or travel trailers.

PET DAY CARE: An establishment providing care for dogs or cats, including grooming and training, that has no overnight stays or outdoor runs or pens. The use does not include veterinarian clinics or offices. (*Ord. No. 4043, 12/07/21*)

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PLACE OF WORSHIP: Includes churches, mosques, synagogues or temples:

- a. A structure used primarily for the purpose of engaging in religious worship or promoting the spiritual development or well-being of individuals; and
- b. A structure used by an organization operated in a way that does not result in accrual of distributable profits, realization of private gain resulting from payment or compensation in excess of a reasonable allowance for salary or other compensation for services rendered, or realization of any other form of private gain; and
- c. A structure used by an organization whose charter, bylaws or other regulation adopted by the organization to govern its affairs:
 - i. Pledges its assets for use in performing the organization's religious functions; and
 - ii. Directs that on discontinuance of the organization by dissolution or otherwise, the assets are to be transferred to the State of Texas or to a charitable, educational, religious or other similar organization that is qualified as a charitable organization under Section 501(c)(3), Internal Revenue Code of 1954, as amended.
- d. Use of a structure for occasional secular purposes other than religious worship does not result in loss of the status as a place of worship if the primary use of the structure is for religious worship, and all income from the other use is devoted exclusively to the maintenance and development of the structure as a place of religious worship.
- e. May include living quarters for a high-ranking leader of the place of worship including a single-family detached home or rectory or parsonage on the same lot.
- f. For the purposes of this Section, "religious worship" shall mean individual or group ceremony or meditation, education or fellowship, the purpose of which is to manifest or develop reverence, homage and commitment in behalf of a religious faith.

PLAT: As defined in the Subdivision Ordinance.

PORTABLE BUILDING: A temporary building that does not have a foundation and is transportable.

PREMISES: Land together with any buildings or structures occupying it.

PRIMARY FACADE: A facade in which there is a public entrance to an occupancy in a building located in the (TC) Transit Center District. A building may have more than one primary facade. *(Ord. No. 1659, 10/02/90); (Ord. No. 3331, 10/06/09)*

PRINCIPAL BUILDING: A building or structure, the use of which is a principal use.

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PRINCIPAL USE: The main or predominant use of any building, lot, or structure. Where a building has multiple tenants, such as a shopping center, the principal use shall be determined by the main or predominant use of the individual tenant or lease space. (*Ord. No. 1557, 07/11/89*)

PRINT SHOP: The reproduction and production of printed materials using various printing techniques, including digital printing, offset printing, and lithography. Services provided may include the printing of documents, brochures, flyers, business cards, and other materials that do not involve custom signage or graphics typically associated with screen printing. A print shop primarily emphasizes general document and product printing. (*Ord. No. 4261; 05/20/25*)

PRIVATE: The exclusion of those who have not been invited.

PROFESSIONAL SERVICE: Work performed which is commonly identified as a profession, and which may be licensed by the state of Texas. A use classified as Professional or General Administrative Office or Medical Office Service.

PUBLIC: Promotion of a public cause or service, including utilities having a franchise from the City of Carrollton, but excluding other profit-making organizations.

PUBLIC BUILDING: Any building which is owned, leased, primarily used and/or primarily occupied by a school district or municipal, county, state or federal government, or any subdivision or agency of the school district, municipal, county, state, or federal government.

RADIO, TELEVISION, OR TELEPHONE RELAY TOWER: A type of communication tower or structure of skeleton framework, attached directly to the ground or to another structure, used for the transmission or reception of radio, television, microwave, or any other form of telecommunications signals.

REASONABLE VALUE: The market value that is placed on a structure by the appraisal district in which the property lies for the purpose of assessing taxes. (*Ord. No. 3826, 08/15/17*)

RECEPTACLES: A non-permanent outdoor container or bin for temporary storage of waste, garbage, recyclables or other materials. (Also see Article 25., Section (C)(5) and 28, Section J). (*Ord. No. 3866, 07/10/18*)

RECREATIONAL VEHICLE: A travel trailer, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, recreational and vacation uses manufactured and factory equipped for the road, it shall have a body width not exceeding eight feet and a body length not exceeding state maximums.

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REGISTERED AND LICENSED CHILD-CARE HOMES OR LISTED FAMILY HOMES: As defined and regulated by Chapter 42 of the Human Resources Code and the Texas Administrative Code of the State of Texas as may be amended, and in accordance with such standards as may be promulgated by the Texas Department of Family and Protective Services.

Registered & Licensed Child Care Homes provide services for up to 12 children for less than 24 hours per day at the permit holder's home and are residential in character. These are considered "Home Occupations".

Listed Family Homes provide services for up to three children unrelated to the home occupant and are residential in character. These are considered "Home Occupations".

Registered and licensed childcare homes shall be limited to no more than two unrelated employees in addition to the primary care giver. (*Ord. No. 3587, 12/03/13*)

RESIDENCE: A dwelling.

RESIDENTIAL DISTRICT: A zoning district within the City of Carrollton wherein the primary purpose is for residential uses, including single-family attached and detached residences, duplexes, townhouses, apartments and condominiums, mobile or manufactured homes, and modular homes.

RESIDENTIAL KITCHEN: An area which has permanent cooking equipment and any one of the following:

- a. A sink;
- b. A refrigerator of a 10-cubic-foot capacity or larger; or
- c. An automatic dishwasher.

A residential kitchen may also be defined as an area without permanent cooking equipment and any two of the following:

- a. A sink;
- b. A refrigerator of 10-cubic-foot capacity or larger; or
- c. An automatic dishwasher.

Permanent cooking equipment shall be considered any of the following:

- a. Any gas range or oven/cook-top; or
- b. 220-volt electrical range or oven/cook-top; or
- c. Any built-in electrical range or oven/cooktop. (*Ord. No. 1739, 10/01/91*)

RESIDENTIAL LOFT: A single lot containing a non-residential principal use on the ground floor and containing not more than 2 dwelling units located on the second floor or higher, in the Historic Square Sub-District of the Downtown Transit Center District. (*Ord. No. 4261; 05/20/25*)

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RESPITE CARE FACILITY: An establishment that provides room, board, and care to five or more elderly or handicapped persons who are not related by blood, marriage or adoption to the owner of the establishment; and provides minor treatment under the direction or supervision of a physician licensed by the Texas State Board of Medical Examiners, or services which meet some need beyond the basic provision of food, shelter, and laundry. The maximum duration of stay for any individual shall be two weeks. Clients of a respite care facility shall not require institutionalization in a hospital; nursing or convalescent home; custodial care home; or similar specialized facility.

Such establishment shall not accommodate individuals who pose a direct threat to the health, safety, or welfare of themselves or others, and shall not constitute a halfway house, rehabilitation facility, or any other type of facility whereby individuals receive guidance or assistance in the transition from institutional care to normal social activities. Treatment, counseling, or other services related to such rehabilitative activities shall not be provided in a respite care facility.

A respite care facility shall be licensed and operated in a manner consistent with such standards as may be promulgated by the Texas Department of Health and the Texas Department of Human Services. (*Ord. No. 1573, 09/05/89*)

RESTAURANT, FULL-SERVICE: As defined by the North American Industry Classification System (NAICS), 2022 edition. Sale of alcohol in restaurants shall be allowed only with a Food and Beverage Certificate, as regulated by Texas Alcohol Beverage Commission. (*Ord. No. 4261; 05/20/25*)

RESTAURANT, LIMITED-SERVICE: As defined by the North American Industry Classification System (NAICS), 2022 edition. Sale of alcohol in restaurants shall be allowed only with a Food and Beverage Certificate, as regulated by Texas Alcohol Beverage Commission. (*Ord. No. 4261; 05/20/25*)

RETAIL: The sale of goods directly to a consumer; engaged in, pertaining to, or relating to the sale of merchandise at the retail level; to sell by individual items or by the piece, directly to a consumer at an establishment. Retail, under this definition includes, but is not limited to furniture stores, pharmacies, electronic/appliance sales, hardware, office supplies, lawn/garden, food/grocers, health/personal care stores, jewelry, sporting goods, book sales, music or instrument sales, office supplies, and florists. For the purposes of this ordinance, uses in a residential district such as temporary garage sales, church bazaars, lemonade stands, and the like shall not be considered retail uses. Automobile, motor vehicle, travel trailers, watercraft over 20 feet in length, gas stations, and fuel dealerships are not included in this definition. Sales of merchandise for outdoor display shall be in conformance with Article 27, Outside Storage and Display, as amended.

RIGHT-OF-WAY LINE: A dividing line between a lot, tract, or parcel of land and the public right-of-way.

ROLL OFF DUMPSTERS: A temporary large, typically open-top, outdoor container most

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commonly used for storage and disposal of household trash, construction debris, or yard waste, and designed for vehicle transport of the entire container from a property for the removal of the contents. (*Ord. No. 3866, 07/10/18*)

SCHOOL, DENOMINATIONAL OR PRIVATE: A school under the sponsorship of a private agency, corporation, or religious agency, having a curriculum generally equivalent to public elementary or secondary schools, and accredited or licensed by the state of Texas; but excluding private trade or commercial schools, as herein defined. "Day care centers" and "day nurseries", as herein defined, shall not be considered schools as applicable to this definition.

SCHOOL, PUBLIC: A school under the sponsorship of a public agency providing elementary or secondary curriculum, and accredited or licensed by the state of Texas; but excluding private trade or commercial schools.

SCREEN PRINTING AND SIGN MANUFACTURING: The design, production, and application of graphics and text on various substrates including garments using screen printing techniques. This includes the creation of signs, banners, decals, and other promotional materials, as well as related activities such as engraving and associated digital printing. (*Ord. No. 4261; 05/20/25*)

SEMI-NUDE: A state of dress in clothing that covers no more than the genitals, pubic region, pubic hair, and areolae of the female breasts, as well as portions of the body covered by supporting straps or devices.

SERVANTS QUARTERS: An accessory building or portion of a main building located on the same lot as the main building and used as living quarters for servants employed on the premises and not rented or otherwise used as a separate domicile nor containing kitchen facilities. Kitchen facilities may be provided in accordance with Article 7 of this ordinance. (*Ord. No. 1947, 10/19/93*)

SERVICE LINE: Any line, wire, or cable used to distribute, transmit, or deliver a utility service from a feeder or lateral line to an end user of the utility.

SETBACK: The required minimum distance between any structure and any property line of the lot upon which it is located. Setbacks shall be measured perpendicular to lot lines. (*Ord. No. 1705, 05/07/91*)

SEXUAL ENCOUNTER CENTER: A business or commercial enterprise that, as one of its primary business purposes, offers for any form of consideration:

- a. Physical contact in the form of wrestling or tumbling between persons of the opposite sex; or
- b. Activities between persons when one or more of the persons is in a state of nudity or is semi-nude.

SEXUALLY ORIENTED BUSINESS: An Adult Entertainment Establishment.

SHORE LINE: The normal edge of a body of water under average conditions of rainfall.

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SHORT-TERM RENTAL: A dwelling used for lodging accommodations to occupants for a period of less than thirty consecutive (30) days that is not permanently occupied by the property owners listed on the county appraisal districts records for which the property is located. (*Ord. No. 4127, 02/07/23; Ord. No. 4297 12.02.2025*)

SITE: A combination of continuous lots or tracts that may or may not be owned separately, that will be developed under one unified plan, as if it were a single parcel of land.

SITE PLAN: The development plan for one or more lots or tracts upon which is shown any information required by this ordinance such that an informed decision can be made by the approving authority.

SMOKING: Engaging in an act that generates smoke or vapor for inhaling, including operating an electronic smoking device, or possessing an item for such act including, but not limited to, a lighted pipe, a lighted hookah pipe, a lighted cigar, or a lighted cigarette. (*Ord. No. 4066, 04/05/22; Ratified by Ord. 4085 06/21/22*)

SMOKING LOUNGE: An establishment that allows for the gathering of persons to smoke. This term includes, but is not limited to, a cigar lounge, hookah lounge, entertainment lounge or venue, tobacco or vapor bar, and similar establishments. (*Ord. No. 4066, 04/05/22; Ratified by Ord. 4085 06/21/22*)

SMOKING LOUNGE (ACCESSORY USE TO A FULL-SERVICE RESTAURANT ONLY): A smoking lounge which does not exceed 15% of the total floor area of the restaurant, not to exceed 1,000 square feet. (*Ord. No. 4066, 04/05/22; Ratified by Ord. 4085 06/21/22*)

SMOKE SHOP RETAILER: A retail establishment providing for the display and sale of smoking products and that is not a food establishment, as that term is defined by the Carrollton Food Establishment Requirements (CFER). (*Ord. No. 4066, 04/05/22; Ratified by Ord. 4085 06/21/22*)

SNOW CONE STAND: A temporary portable building used for selling snow cones for a limited period of time. (Also see Article 29, Section E) (*Ord. No. 3439, 05/03/11*)

SPACE: A plot of ground within a mobile home or recreational vehicle park designated for the accommodation of one mobile home or one recreational vehicle, together with such open space as required by this chapter.

SPECIFIED ANATOMICAL AREA:

- a. Less than opaquely covered human genitals, pubic region or pubic hair; or
- b. Less than opaquely covered perineum, buttock, or anus; or Less than opaquely covered female breast below a point immediately above the top of the areola; or
- c. Human male genitals in a discernibly erect or turgid state, even if completely and opaquely covered.

SPECIFIED SEXUAL ACTIVITIES:

- a. Human genitals in a discernable state of sexual stimulation or arousal; or

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- b. Acts or representations of human masturbation, sexual intercourse, sodomy, bestiality, excretory functions, sadism, masochism, lewd exhibition of genitals; or
- c. Fondling or other erotic touching of human genitals, pubic region or pubic hair, perineum, buttock or anus, or female breast.

SQUARE, THE: That area in Old Downtown Carrollton which is bounded by Elm Street, Main Street, Broadway, and Fourth Street. (*Ord. No. 1659, 10/02/90*)

STACKING SPACE: A paved area of not less than eight feet in width nor less than 22 feet in length, constructed in accordance with the applicable standards of the City of Carrollton. Off-street vehicle stacking spaces shall be provided in accordance with Article 24 of this ordinance.

STORAGE: The accumulation, stocking, or depositing of materials or items. These may include materials for the eventual use or sale in a commercial enterprise; but does not include the storing of a single automobile or truck on an individual residential lot.

STORAGE BUILDING: Any building, either pre-manufactured or constructed on-site, utilized for storage purposes, and not requiring plumbing and electrical wiring, and not used for residential purposes.

STORY: That portion of a building between the surface of any floor and the surface of the floor next above it; or if there is no floor above it, then the space between such floor and the ceiling or roof above. A standard story shall be 12 feet between floors.

STORY, HALF: A story having an average height of not more than eight feet, covering a floor area of not more than 75 percent of the area of the floor of the first story below.

STREET: Any public thoroughfare dedicated to the public and not designated as an alley.

STREET LINE: The dividing line between the street and the abutting property.

STREET RIGHT-OF-WAY: A street, including its pavement and all the publicly owned property adjacent to it, dedicated for street purposes.

STRUCTURE: Anything constructed or erected, which requires location on the ground, or attached to something having a location on the ground; including, but not limited to, buildings, communications towers, signs and swimming pools, and excluding utility poles, parking lots, fences and retaining walls. (See BUILDING)

STRUCTURAL ALTERATIONS: Any alteration involving a change in or addition to the supporting members of a building, such as load-bearing walls, columns, beams or girders.

SUBDIVISION: The division of a parcel of land into two or more lots or tracts subsequent to April 2, 1962, for the purpose of transfer of ownership, dedication of streets, alleys, or easements, or for use for building development. A division of land for agricultural purposes into tracts of five acres or more, and not involving the construction of a new street or alley shall not be deemed a subdivision. This definition includes resubdivision and, when

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appropriate to the context, shall relate to the process of subdividing or to the land subdivided.
(*Ord. No. 1670, 11/20/90*)

SUBSTANTIAL, SIGNIFICANT OR PRIMARY: Over 50 percent of stock in trade, display area, or presentation time, whichever may be applicable to the nature of the establishment. Stock in trade and material shall be measured in terms of titles or objects. Items with the same title or name shall be considered as separate titles or objects.

SUBSTATION: A collection of facilities which transform electrical power from voltages suitable for transmission lines to voltages suitable for feeder lines.

TELEPHONE EXCHANGE: A facility, structure or office where telephone lines are connected to permit communication.

TEMPORARY: Used or lasting for only a limited period of time; not a permanent structure or use. For temporary on-site construction offices, administrative offices, and batching plants, temporary shall mean the period of time limited to the actual on-site construction of the structure or facility, as the case may be. For all other uses, temporary shall mean a period of time not to exceed 90 calendar days from the date of commencement of the use, and no other temporary certificate of occupancy for a temporary use may be issued for the same lot or parcel for any consecutive 6-month period measured from the date of issuance of a temporary certificate of occupancy. (*Ord. No. 4035, 10/12/21*)

THEATER: A building or portion of a building used primarily for showing motion pictures or for dramatic, musical, or live performances.

THOROUGHFARE: The street classification identified and defined in the Transportation Plan of the City of Carrollton Comprehensive Plan.

TRANSMISSION LINE: Any line, wire, or cable which distributes, transmits or delivers a utility service from a substation or generating plant to a feeder system.

TRAVEL TRAILERS: Any vehicular, portable structure designed as a temporary dwelling for travel, recreational and vacation uses, and includes folding hardtop campers transported behind a motor vehicle, mounted campers attached to and transported behind a motor vehicle; camper, converted bus, tent trailer, tent or similar device used for temporary, portable housing, or a similar type of temporary dwelling intended for short term occupancy, travel, and/or recreation.

TRUCK, HEAVY LOAD: A self-propelled vehicle having a gross vehicle weight (GVW) in excess of 7,500 pounds, including but not limited to recreational vehicles, vans, buses, tractor-trailers, and other similar vehicles.

TRUCK, LIGHT LOAD: A self-propelled vehicle having not more than two axles and having a gross vehicle weight of less than 7,500 pounds, including but not limited to pick-up trucks, vans, and other similar vehicles.

USE: The purpose or purposes, for which land or a building is occupied, maintained, arranged, designed, or intended.

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USE, APPROVED: Any use that is or may be lawfully established in a particular district or districts, if it conforms to all requirements of these regulations for the district in which such use is located.

VARIANCE: Relief from or variation to the provisions of these regulations, other than the Use Regulations, as applied to a specific piece of property, as distinct from rezoning, and as further set out hereinafter in the powers and duties of the Board of Adjustment.

VENDING MACHINES: A fully enclosed, automated machine, where various goods may be purchased, either with coin, paper currency, or electronic payment card. (*Ord. No. 3439, 05/03/11*)

VENDING MACHINES (REVERSE): A machine which accepts and issues a cash refund or redeemable coupon for used metal cans, plastic, glass, paper or other redeemable materials. (*Ord. No. 3439, 05/03/11*).

WAREHOUSE/DISTRIBUTION: A use devoted to storage, warehousing, and distribution of goods, wholesale, merchandise, supplies, and equipment. Bulk stations and storage terminals for petroleum, chemicals and allied products, recyclable materials, farm products raw materials, and mini-storage warehouse are not classified as warehouse/distribution.

WATERCRAFT: Water-borne vehicles including ships, boats, hovercraft and submarines propelled by sail, act of paddle, oar, or engine.

WATER STORAGE: A facility or structure used for the storage of potable or non-potable water, including but not limited to water towers, water tanks, and other elevated or ground-based containers designed to hold and distribute water for public, industrial, or private use. This use includes structures specifically intended for the storage, regulation, and distribution of water to surrounding areas, but shall not include water treatment or processing facilities.

WHOLESALE: The sale of commodities for the purpose of resale, as to retailers rather than to consumers directly, as opposed to retail. Of, pertaining to, or engaged in sale at the wholesale level.

YARD: An open space at grade, other than a court or plaza, between a structure and the adjacent lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward except where otherwise specifically provided in this ordinance. (*Ord. No. 1844, 11/03/92*)

YARD, FRONT: An open, unoccupied space on a lot facing a street and extending across the front of the lot between the side lot lines. (Reference Figure 5.6, Appendix A) (*Ord. No. 1844, 11/03/92*)

YARD, REAR: An open, unoccupied space extending across the rear of a lot from one side lot line to the other side lot line. (Reference Figure 5.6, Appendix A)

YARD, SIDE: An open, unoccupied space on the same lot with a building situated between the building and side line of the lot and extending through from the front yard to the required rear

ART. 35 DEFINITIONS

yard. Any lot line not the rear line or a front line shall be deemed a side line. (Reference Figure 5.6, Appendix A)

ZERO-LOT-LINE HOME: A single-family detached dwelling whereby one required side yard is removed, allowing the main structure to be placed adjacent to, and coincident with, one side lot line. (See DWELLING, SINGLE-FAMILY DETACHED; PATIO HOME)

ZONING DISTRICT: A classification applied to any certain land area within the city stipulating the limitations and requirements of land usage and development. (See DISTRICT)

ZONING MAP: The Official Zoning Map of the City of Carrollton together with all amendments thereto.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 36
PENALTY FOR VIOLATION**

Any person or corporation who violates or maintains a violation of any of the provisions of this ordinance, or fails to comply herewith, or with any of the requirements hereof, or who shall build or alter any building or use in violation of any detailed statement or plan submitted and approved hereunder, shall be guilty of a misdemeanor and shall be liable to a fine of not more than \$2,000, and each day or portion thereof such violation shall exist shall constitute a separate offense. The owner or owners of any building or premises or part thereof, where anything in violation of this ordinance shall be placed or shall exist, and any architect, builder, contractor, agent, person or corporation employed in connection therewith, and who may have assisted in the commission of any such violation, shall be guilty of a separate offense and, upon conviction, shall be fined as herein provided. Neither allegation nor evidence of a culpable mental state is required for the proof of an offense defined by this ordinance.

(Ord. No. 1977, 04/19/94); (Ord. No. 2706, 07/16/02)

THIS PAGE RESERVED FOR FUTURE USE

ARTICLE 37
INTERPRETATION, PURPOSE AND CONFLICT

In interpreting and applying the provisions of this ordinance, they shall be held to be the minimum requirements for the promotion of the public health, safety, convenience, comfort, prosperity and general welfare. It is not intended by this ordinance to interfere with, abrogate, or annul any easement, covenants or other agreements between parties; provided, however, that where this ordinance imposes a greater restriction upon the use of buildings or premises, or upon the height of buildings or structures, or requires larger open spaces or lots than are imposed or required by other agreements, the provisions of this ordinance shall govern.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 38
PRESERVING RIGHTS IN PENDING LITIGATION
AND
VIOLATIONS UNDER EXISTING ORDINANCES**

By the passage of this ordinance, no presently illegal use shall be deemed to have been legalized unless specifically such use falls within a use district where the actual use is a lawful use. Otherwise, such uses shall remain nonconforming uses where recognized, or an illegal use, as the case may be. It is further the intent and declared purpose of this ordinance that no offense committed, and no liability, penalty or forfeiture, either civil or criminal, incurred prior to the time that Ordinance Number 229-A was repealed and this Comprehensive Zoning Ordinance adopted, shall be discharged or affected by such repeal; but prosecutions and suits for such offenses, liabilities, penalties or forfeitures may be instituted or causes presently pending proceeded with in all respects as if such prior ordinance had not been repealed.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 39
VALIDITY**

If any section, sub-section, paragraph, clause, phrase, or provision of this ordinance shall be adjudged invalid or held unconstitutional, the same shall not affect the validity of this ordinance as a whole or any part or provisions hereof, other than the part so decided to be invalid or unconstitutional.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 40
REPEALING CLAUSE**

All ordinances and parts of ordinances in conflict with any provision of this ordinance are hereby repealed insofar as the same are in conflict with the provisions of this ordinance.

THIS PAGE RESERVED FOR FUTURE USE

**ARTICLE 41
EFFECTIVE DATE**

This ordinance shall become effective on the 18th day of July, 1988. Duly passed and approved by the City Council of the city of Carrollton, Texas, this the 17th day of May, 1988.

Milburn R. Gravley
Mayor

ATTEST:

Janice Garrison
City Secretary

APPROVED AS TO FORM:

Karen Brophy
City Attorney

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City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

File Number: 7595

Agenda Date: 4/7/2026

Version: 1

Status: Public Hearing/Individual
Consideration

In Control: City Council

File Type: Public Hearing

Agenda Number: 20.

City Council Meeting Date: April 7, 2026

Date: March 25, 2026

To: Erin Rinehart, City Manager

From: Loren Shapiro, AICP, Planning Manager
Shannon Hicks, Assistant City Manager

Hold A Public Hearing To Consider An Ordinance Amending The Text Of The Comprehensive Subdivision Ordinance (CSO) To Amend, Add Or Delete Content, Including Amendments To Article III. Procedures For Plat Approval, Section A. Procedure.; Article VI. Final Plat, Section B. General Provisions, 2. Procedure And 4. Content; Article VII. Replat, Section B. General Provisions, 4. Content.; And Article VIII. Miscellaneous Plats And Abandonments, Section E. Conveyance Plats. Related To Modifying Platting Procedures And Permitting Conveyance Of Lots On Both Final Plats And Replats. Case No. PLST 2025-207 CSO Text Amendment - Utility Signatures.

Background:

This is a city-initiated request to amend the text of the Comprehensive Subdivision Ordinance (CSO) to revise procedures associated with utility company coordination and authorization of plat recordation, to permit conveyance plats in combination with a Final Plat on the same instrument, and to require a note on replats where a subdivision occurs with the intent of conveying a lot.

Financial Implications:

There are no financial implications on the current and future operating budgets regarding this request.

Staff Recommendation/Action Desired:

On March 5, 2026, the Planning and Zoning Commission recommended **APPROVAL**.

Staff is recommends **APPROVAL** of amendments to the CSO contained in the Results Sheet and adoption of the proposed ordinance.

RESULTS SHEET

Date: 04/07/26

Case No./Name: PLST 2025-207 CSO Text Amendment – Utility Signatures

A. STIPULATIONS AND RECOMMENDATIONS

Staff recommends **APPROVAL** for the following amendments to the Comprehensive Subdivision Ordinance (CSO):

The following is a markup version of the Comprehensive Subdivision Ordinance (CSO) with new text in **green and underlined** and removed text **red and ~~struck through~~**:

ARTICLE III.

PROCEDURES FOR PLAT APPROVAL

SECTION A. PROCEDURE.

3. The Planning Department shall review all plat applications in conjunction with other city departments ~~and utility companies~~ for compliance with this ordinance and other applicable city codes and regulations. (Ord. No. _____, 04/05/26)
4. Following approval of a plat through administrative action or by the Planning & Zoning Commission, and prior to obtaining plat signatures, the applicant shall submit a blackline digital copy of the plat addressing all conditions, stipulations, and corrections required by the Planning & Zoning Commission to City staff. (Ord. No. _____, 04/07/26)
 - a. Installation of utilities prior to plat recordation shall be required. The City Manager or designee may approve an exception to the installation of utilities prior to plat recordation when such installation is not necessary for immediate development.
 - b. The blackline digital copy shall be reviewed by City staff to verify compliance with all approval conditions.
 - c. Upon staff confirmation that all stipulations have been satisfactorily addressed, the applicant shall obtain all of the following:
 - i. The applicant shall provide letters from Atmos Energy, Oncor Electric Delivery Company LLC, CoServ Electric, and CoServ Gas, as applicable, confirming that the utility providers have no objection to the plat and that no existing facilities or interests conflict with its recordation with the appropriate county.
 - ii. All required signatures from other applicable entities, excluding City signatures.

~~a.~~

~~b.~~

- ~~a.d.~~ The applicant shall submit the fully signed plat copies, excluding City signatures, along with all required utility letters to the Planning Department prior to City execution of the plat.
- ~~4.5.~~ After all required utility letters and non-City signatures have been obtained, ~~If a plat is approved through administrative action or by the Planning & Zoning Commission,~~ the ~~corrected and signed~~ plat and utility letters shall be submitted to the Planning Department with the appropriate number and format of electronic and paper copies as required by the Planning Department, for recording with the appropriate county clerk. The plat shall be filed before vertical construction begins on the property. (Ord. No. ~~3944~~, 041/0714/260)

ARTICLE VI. FINAL PLAT

SECTION B. GENERAL PROVISIONS.

2. PROCEDURE:

Formal application for final plat approval shall be made by the subdivider in the manner prescribed by the Planning and Zoning Commission. An application for final plat approval shall be processed and considered in accordance with Article III of this ordinance.

The final plat shall be in accordance with the approved preliminary plat. Provided, however, that the Planning and Zoning Commission may authorize minor adjustments to street and alley alignments, length, and lot lines where the Commission determines such adjustments are consistent with the intent and general layout of the approved preliminary plat. Where the final plat deviates from the approved preliminary plat to the extent that the Commission finds such deviation to be significant and not consistent with the intent and general layout of the approved preliminary plat, such final plat shall not be approved until it reflects the originally approved preliminary plat, or a new preliminary plat has been approved in accordance with Article V of this ordinance.

Procedural requirements for combining conveyance plats and Final Plats on the same instrument are provided in Article VIII. Miscellaneous Plats And Abandonments, Section E of this Ordinance. (Ord. No. _____, 04/07/26)

4. CONTENT:

- d. In addition to the various requirements for the preliminary plat, the final plat shall also include the following:

2. PROPOSED FEATURES:

17. Certificates of the owner, surveyor ~~and utility companies~~, a dedication statement, City signature block and other standard notes shall be placed on the final plat in accordance with Figure 1 (as applicable). (Ord. No. _____, 04/07/26)

18. Homeowners Agreement:

When a subdivision contains common areas, drainage ways, screening walls, retaining walls, or other facilities not located within the public right-of-way nor subject to City maintenance, or if landscaping, sidewalks, or other amenities are provided within the public right-of-way for which a license agreement is required by the City, a homeowners agreement, as evidenced by the covenants identifying the association, shall be placed on the plat. Such homeowner's agreement shall be approved as part of the Preliminary Plat process or during final or replat process.

(Ord. No. 4260, 05/20/25)

The City Attorney will review the homeowner's agreement as to form.

The following six (6) statements shall appear on the face of the plat and in the homeowners agreement:

a. The owner of fee simple title to every individual lot of land within the subdivision ~~must~~shall be a member of the homeowner's association.

b. The homeowner's association ~~must~~shall have the authority to collect membership fees.

c. The homeowner's association shall be responsible for the maintenance of all common areas, screening walls, and retaining walls. ***(Ord. No. 4260, 05/20/25)***

d. The homeowner's association ~~must~~shall grant the City the right of access to common areas to abate any nuisances thereon, and attach a lien for the prorated cost of abatement upon each individual lot

e. The homeowner's association shall indemnify and hold the City harmless from any and all costs, expenses, suits, demands, liabilities, damages, or otherwise including attorney's fees and costs of suit, in connection with the City's maintenance of common areas.

f. The homeowner's association shall enter into a license agreement with the City of Carrollton, where additional right-of-way has been dedicated for the purpose of providing landscaping, additional areas for sidewalks, walls, or other amenities, and shall be responsible for the installation and maintenance of all landscape areas that are in the public right-of-way. ***(Ord. No. 2029, 10/18/94)***

21. The following shall be placed prominently on the face of the plat:

FIGURE 1

UTILITY CERTIFICATE

~~THIS PLAT CORRECTLY PRESENTS THE REQUIRED EASEMENTS FOR THIS DEVELOPMENT.~~

ATMOS GAS _____

~~COSERV ELECTRIC _____~~
~~ONCOR ELECTRIC _____~~

~~(Please refer to the “Plat Checklist” as supplied by the Planning Department for updated names of utility companies) (Ord. No. 2565, 10/03/00)~~

ARTICLE VII.

REPLAT

SECTION B. GENERAL PROVISIONS.

4. CONTENT:

f. A purpose statement detailing the reason for the replat.”

~~f.g.~~ Where a replat includes one or more lots that are created solely for land conveyance and legal description, and where such lot(s) are not intended for immediate development, the following note shall be placed prominently on the face of the plat and shall specifically reference the affected lot(s):

Lot(s) _____, Block _____, created by this replat are recorded solely for land conveyance and legal description. These lots do not receive development rights or authorization for vertical construction. Building permits for vertical improvements shall not be issued for the identified lot(s) until a subsequent replat is approved that brings the lot(s) into full compliance with all applicable subdivision, zoning, and infrastructure regulations.

This restriction shall not prohibit the issuance of permits deemed necessary by utility companies to install or relocate utility lines, dedicate or adjust utility easements, or conduct associated site work limited to at- or below-grade improvements. This restriction applies only to the identified lot(s) and does not limit development of any other lot shown on this plat that otherwise meets all applicable regulations. (Ord. No. _____, 04/07/26)

ARTICLE VIII.

MISCELLANEOUS PLATS AND ABANDONMENTS

SECTION E. CONVEYANCE PLATS

~~(Ord. No. 3944, 01/14/20)~~ (Ord. No. _____, 04/07/26)

1. A conveyance plat subdivides land and provides for recordation of same for the purpose of conveying property without developing the property. A conveyance plat does not, by itself, constitute approval for any type of development on the property unless the plat or portion thereof is concurrently approved with a Final Plat. ~~A conveyance plat does not constitute approval for any type of development on the property.~~ (Ord. No. _____, 04/07/26)

~~1.2.~~ A conveyance plat may be approved either as a stand-alone plat or in combination with a Final Plat on the same instrument, subject to the following conditions:

a. A conveyance ~~only lot~~^{plat} may be applied for under the following conditions:

- i. Portions of the property that are not intended for immediate development may be approved as conveyance-only lots under a conveyance plat in lieu of Final Plat approval in the following instances: ~~The conveyance plat is in lieu of a Final Plat to record the subdivision of property in the following instances:~~

~~1.~~a. To record the remainder of a tract that is larger than five (5) acres, and that is created by the final platting of the property, provided that the remainder is not intended for immediate development.

b. To record the subdivision of property into parcels, five (5) acres or smaller in size, that are not intended for immediate development, provided all required public improvements exist to the City's current standards prior to approval and minimum frontage requirements are met. All public rights-of-way must be dedicated and all abutting streets and utilities must be installed and accepted by the City. Installation of on-site improvements may be delayed if development of other tracts is not affected.

b. Portions of the property intended for immediate development may be approved on the same plat as Final Platted lots, provided such lot(s) meet all requirements applicable to Final Plats.

~~2.~~c. Conveyance-only lots shall not receive development rights, building permits, or utility connections until subsequently platted again as Final Plats in compliance with applicable subdivision and infrastructure regulations. (Ord. No. _____, 04/07/26)

3. CONTENT:

a. The conveyance document shall be in accordance with the final plat requirements of Article VI of this ordinance, with the following additional requirements:

i. A purpose statement detailing the reason for the conveyance plat.

ii. Where a conveyance plat includes one or more lots that are created solely for land conveyance and legal description, and where such lot(s) are not intended for immediate development, the following note shall be placed prominently on the face of the plat and shall specifically reference the affected lot(s):

Lot(s) _____, Block _____, created by this replat are recorded solely for land conveyance and legal description. These lots do not receive development rights or authorization for vertical construction. Building permits for vertical

improvements shall not be issued for the identified lot(s) until a subsequent final plat is approved that brings the lot(s) into full compliance with all applicable subdivision, zoning, and infrastructure regulations.

This restriction shall not prohibit the issuance of permits deemed necessary by utility companies to install or relocate utility lines, dedicate or adjust utility easements, or conduct associated site work limited to at- or below-grade improvements. This restriction applies only to the identified lot(s) and does not limit development of any other lot shown on this plat that otherwise meets all applicable regulations. (Ord. No. _____, 04/07/26)

- B. P&Z ACTION** from P&Z meeting: 03/05/26
Result: **APPROVED** /Vote: **8-0** (Sartor Absent)
- C. CC PUBLIC HEARING / ORDINANCE ACTION** from CC meeting: 04/07/26
Result: /Vote:

SUBDIVISION TEXT AMENDMENT

Case Coordinator: Emily Offer

SUMMARY OF PROPOSED CHANGES

The proposed updates modernize the City’s platting procedures by removing outdated utility-signature requirements, aligning Carrollton with regional practices, and clarifying processes for conveyance-related plats.

City staff coordinated with each utility provider ensuring that proposed revisions meet their operational needs. The proposed revisions aim to amend the CSO to remove the requirement that all utility providers—Atmos, Oncor, and CoServ—must sign plats prior to recordation with the county. The City has received numerous comments from these utility companies indicating that Carrollton is the only city in the metroplex that requires utility signatures on plats. Additionally, Oncor’s legal team has instructed their staff to discontinue signing plats altogether.

In response, the proposed amendments would require applicants to submit letters from Atmos Energy, Oncor Electric Delivery Company LLC, CoServ Electric, and/or CoServ Gas, as applicable, confirming the provider has no objection to the plat and that no existing facilities or interests conflict with its recordation. Utility signatures would no longer be a requirement on plats.

The CSO amendments will also clarify procedures for plats that combine both a Conveyance Plat and a Final Plat on the same instrument, and conveyance of land on a replat, to subdivide a lot with the intent of conveying one or more lots. The conveyance-only portion may be recorded for the purpose of land transfer without initiating development, provided that any future development will require a subsequent plat to ensure compliance with applicable requirements.



**Draft Minutes
City of Carrollton
Planning & Zoning Commission
March 5, 2026**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, March 5, 2026 at 6:30 p.m. in the Council Chambers at City Hall, 1945 E. Jackson Rd., Carrollton, Texas.

Commission Members Present:

Scott Windrow, Chair
Kathleen Foster
Jim Doyle, 1st Vice Chair
Al Overholt
Rusty Pendleton, Vice Chair
Terry Sullivan
Dave Hermon
Greg Kramer

Commission Members Absent:

Lou Sartor

Alternate:

No Alternates Present

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Shad Roten, Planner
Ed Green, Interim Director of Dev. Svcs.
Joe Haefner, Asst. City Attorney
Matthew Graham, Fire Marshal
John Romberger, Transportation Engineer
Lydia Tormos, Planning Technician

Guests Present:

Richard Fleming, Council Observer

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

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

Chair Windrow called the meeting to order at 6:30 p.m. He reviewed meeting procedures 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.

PUBLIC HEARING

5. Hold A Public Hearing To Consider An Ordinance **Amending The Text Of The Comprehensive Subdivision Ordinance (CSO)** To Amend, Add Or Delete Content, Including Amendments To Article III. Procedures For Plat Approval, Section A. Procedure, 4. And 5.; Article VI. Final Plat, Section B. General Provisions, 2. Procedure And 4. Content; Article VII. Replat, Section B. General Provisions, 4. Content, g.; And Article VIII. Miscellaneous Plats And Abandonments, Section E, Conveyance Plats, 1, 2, And 3. **Case No. PLST 2025-207 CSO Text Amendment – Utility Signatures.** Case Coordinator: Emily Offer.

Loren Shapiro, Planning Manager, presented this item. He advised this is a city-initiated item to modify the subdivision ordinance. He reviewed the proposed amendments as follows:

1. Revise procedures and content associated with utility company coordination and authorization of plat recordation;
2. Allow conveyance plats in combination with a Final Plat or Replat application;
3. Require a note on final plats and replats where a subdivision occurs with the intent of conveying one or more lots;
4. Minor modifications to homeowner agreement notes.

Mr. Shapiro presented the existing process for plat approval compared to the proposed process. He advised that the current regulations require a Utility Certificate Signature block for all plats. The proposed process will require applicants to provide an authorization letter from each of the servicing utility companies. With this change the Utility Certification Signature block will be removed from the plat.

Commissioner Doyle asked if the letters provided by the utility companies are as enforceable as the signature. Mr. Shapiro responded, yes, it does the same thing. He added that utility companies are already providing such letters of authorization for plats. This will eliminate the step of the applicant obtaining an actual signature and save time during the process.

Commissioner Kramer asked if there is a way to verify that all utility companies are viewing the same and final version of the plat document. Mr. Shapiro responded that yes, staff will submit the final version to each utility in advance so they have time to review the document prior to issuing an authorization letter.

Chair Windrow opened the public hearing. There were no speakers.

- * ***Commissioner Foster moved to close the public hearing and approve Case No. PLST 2025-207 CSO Text Amendment – Utility Signatures; second by Commissioner Pendleton. The motion was approved with a vote of 8-0, (Sator absent).***

Chair Windrow advised this item will go before the City Council on April 7, 2026.

PLANNING DEPARTMENT
CITY OF CARROLLTON
DATE: 04/07/26

CSO TEXT AMENDMENT –
UTILITY SIGNATURES

ORDINANCE NUMBER _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS AMENDING ORDINANCE NUMBER 1849, OTHERWISE KNOWN AS THE COMPREHENSIVE SUBDIVISION ORDINANCE, AMENDING THE TEXT OF ARTICLE III. PROCEDURES FOR PLAT APPROVAL; ARTICLE VI. FINAL PLAT, SECTION B. GENERAL PROVISIONS; ARTICLE VII. REPLAT, SECTION B. GENERAL PROVISIONS; AND ARTICLE VIII. MISCELLANEOUS PLATS AND ABANDONMENTS, SECTION E. CONVEYANCE PLATS; RELATED TO MODIFYING PLATTING PROCEDURES AND PERMITTING CONVEYANCE OF LOTS ON BOTH FINAL PLATS AND REPLATS; PROVIDING PENALTY, SEVERABILITY, REPEALER AND SAVINGS CLAUSES; AND PROVIDING AN EFFECTIVE DATE ON AND AFTER ITS ADOPTION AND PUBLICATION.

WHEREAS, at a public hearing held on the Fifth day of March 2026, the Planning & Zoning Commission considered and made recommendation on a change to the Comprehensive Subdivision Ordinance of the City of Carrollton (Case No. PLST 2025-207); and

WHEREAS, the City Council conducted a public hearing on the Seventh day of April 2026, at which all persons were given an opportunity to present testimony; and

WHEREAS, the City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendment to the subdivision laws would provide for and would be in the best interest of the health, safety, morals and general welfare:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARROLLTON, TEXAS, THAT:

Section 1.

All of the above premises are found to be true and correct legislative and factual findings of the City Council, and they are hereby approved, ratified and incorporated into the body of this Ordinance as if copied in their entirety.

Section 2.

Article III. Procedure for Plat Approval is hereby amended to read in accordance with Exhibit A attached hereto and incorporated herein its entirety.

Section 3.

Article VI. Final Plat, Section B. General Provisions is hereby amended to read in accordance with Exhibit B attached hereto and incorporated herein its entirety.

Section 4.

Article VII. Replat, Section B. General Provisions is hereby amended to read in accordance with Exhibit C attached hereto and incorporated herein its entirety.

Section 5.

Article VIII. Miscellaneous Plats And Abandonments, Sections E. Conveyance Plats is hereby amended to read in accordance with Exhibit D attached hereto and incorporated herein its entirety.

Section 6.

Any person, firm or corporation violating a provision of this ordinance, upon conviction, is guilty of an offense punishable as provided in Section 10.99 of the Carrollton City Code.

Section 7.

The provisions of this ordinance are severable in accordance with Section 10.07 of the Carrollton City Code.

Section 8.

This ordinance shall be cumulative of all provisions of ordinances of the City of Carrollton, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

Section 9.

Ordinance Number 1470, otherwise known as the Comprehensive Subdivision Ordinance, Chapter 153 of the Code of Ordinances, and the Official Subdivision Map, as amended, shall remain in full force and effect.

Section 10.

This ordinance shall become and be effective on and after its adoption and publication.

PASSED AND APPROVED this the Seventh day of April 2026.

CITY OF CARROLLTON

By: _____
Steve Babick, Mayor

ATTEST:

Chloe Sawatzky
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Joseph Haefner
Assistant City Attorney III

Emily Offer
Senior Planner

EXHIBIT A

ARTICLE III.

PROCEDURES FOR PLAT APPROVAL

SECTION A. PROCEDURE.

1. The applicant shall submit to the Planning Department a complete plat application packet prepared in the manner prescribed by the Planning and Zoning Commission. Applications for plat approval shall be available in the Planning Department. A complete application shall include the certification of payment of all taxes and fees as prescribed by the City of Carrollton.
2. A plat application shall be considered formally filed with the City when the Planning Department has checked and verified that the plat is complete and compliant with all requirements. If the plat is incomplete or does not comply with all requirements, it shall be deemed not to have been submitted or filed until any and all deficiencies are corrected. The City Manager or Designee shall provide the applicant with written confirmation of their determination, which shall provide the official date of filing and specify the meeting of the Planning and Zoning Commission scheduled for review of the plat. The plat shall then be placed on a printed Planning and Zoning Commission agenda and posted in conformance with all legal requirements. The Planning & Zoning Commission shall act on the plat within thirty (30) days after the plat is formally filed with the City or within thirty (30) days after referral by the City Manager or Designee as allowed by state law to the Planning & Zoning Commission, unless the applicant submits a written request for a thirty (30) day extension. If the applicant does not submit a written request for a thirty (30) day extension, the plat shall be considered approved if it is not disapproved by the Planning & Zoning Commission within such thirty (30) day period. (*Ord. No. 1948, 10/19/93; Ord. No. 3301, 06/02/09; Ord. No. 4260, 05/20/25*)
3. The Planning Department shall review all plat applications in conjunction with other city departments for compliance with this ordinance and other applicable city codes and regulations. (*Ord. No. _____, 04/07/26*)
4. Following approval of a plat through administrative action or by the Planning & Zoning Commission, and prior to obtaining plat signatures, the applicant shall submit a blackline digital copy of the plat addressing all conditions, stipulations, and corrections required by the Planning & Zoning Commission to City staff. (*Ord. No. _____, 04/07/26*)
 - a. Installation of utilities prior to plat recordation shall be required. The City Manager or designee may approve an exception to the installation of utilities prior to plat recordation when such installation is not necessary for immediate development.

- b. The blackline digital copy shall be reviewed by City staff to verify compliance with all approval conditions.
 - c. Upon staff confirmation that all stipulations have been satisfactorily addressed, the applicant shall obtain all of the following:
 - i. The applicant shall provide letters from Atmos Energy, Oncor Electric Delivery Company LLC, CoServ Electric, and CoServ Gas, as applicable, confirming that the utility providers have no objection to the plat and that no existing facilities or interests conflict with its recordation with the appropriate county.
 - ii. All required signatures from other applicable entities, excluding City signatures.
 - d. The applicant shall submit the fully signed plat copies, excluding City signatures, along with all required utility letters to the Planning Department prior to City execution of the plat.
5. After all required utility letters and non-City signatures have been obtained, the plat and utility letters shall be submitted to the Planning Department with the appropriate number and format of electronic and paper copies as required by the Planning Department, for recording with the appropriate county clerk. The plat shall be filed before vertical construction begins on the property. (*Ord. No. _____, 04/07/26*)
6. Any person or persons, jointly or severally, aggrieved by any platting decision of the Planning & Zoning Commission, may present to a District Court in the applicable county, a petition for writ of certiorari, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the Court within ten (10) days after the final decision of the Planning & Zoning Commission.

EXHIBIT B

ARTICLE VI. FINAL PLAT

SECTION B. GENERAL PROVISIONS.

1. FINAL PLAT REQUIRED:

- a. A final plat is required for the creation of a legal lot of record.
- b. If so desired by the developer, the final plat may constitute only that portion of the approved preliminary plat which he or she proposes to record and then develop. Provided, however, that such portion conforms to all requirements of these regulations.

On a tract of land containing less than forty (40) acres and which has frontage on one (1) or more arterial or collector thoroughfares, as designated on the Transportation Plan, all of such property under the same ownership shall be included in a final plat of the tract. Such tract shall not be part of a phased platting strategy whereby a portion of the tract is included in a final plat and the remainder of the tract is included in a preliminary plat.

- c. No final plat, for which a preliminary plat was required, shall be acted on by the Planning and Zoning Commission until a preliminary plat conforming to all Planning and Zoning Commission stipulations has been submitted to the Planning Director.

2. PROCEDURE:

Formal application for final plat approval shall be made by the subdivider in the manner prescribed by the Planning and Zoning Commission. An application for final plat approval shall be processed and considered in accordance with Article III of this ordinance.

The final plat shall be in accordance with the approved preliminary plat. Provided, however, that the Planning and Zoning Commission may authorize minor adjustments to street and alley alignments, length, and lot lines where the Commission determines such adjustments are consistent with the intent and general layout of the approved preliminary plat. Where the final plat deviates from the approved preliminary plat to the extent that the Commission finds such deviation to be significant and not consistent with the intent and general layout of the approved preliminary plat, such final plat shall not be approved until it reflects the originally approved preliminary plat, or a new preliminary plat has been approved in accordance with Article V of this ordinance.

Procedural requirements for combining conveyance plats and Final Plats on the same instrument are provided in Article VIII. Miscellaneous Plats And Abandonments, Section E of this Ordinance. (*Ord. No. _____, 04/07/26*)

3. VALIDITY:

A Final Plat is valid after it is approved by the Planning & Zoning Commission. It shall be the applicant's responsibility to submit all required copies of the plat to the City of Carrollton in order to acquire city signatures, and to file the plat. (*Ord. No. 3944, 01/14/20*)

4. CONTENT:

The plat shall include the following items:

- a. The final plat and accompanying data shall conform to the preliminary plat, if applicable, as approved by the Planning and Zoning Commission, incorporating any and all changes, additions, modifications, alterations, and corrections stipulated by the Planning and Zoning Commission.
- b. The final plat shall contain all of the features required for preliminary plats in Article V of this ordinance and shall bear the seal of a registered Texas surveyor. Topographic contours, identification of physical features and wooded areas shall not be required on a final plat.
- c. Engineering plans prepared by an engineer registered in the state of Texas shall be required when property is platted for the purpose of immediate development. Engineering plans shall include grading and drainage plans, water and sewer plans, and other plans as required by the City Manager or Designee. The engineering plans shall obtain approval by the City Manager or Designee prior to filing the plat with the appropriate county clerk.
- d. In addition to the various requirements for the preliminary plat, the final plat shall also include the following:

1. EXISTING FEATURES:

- a. The exact location, dimension, name and description of all existing or recorded streets, alleys, reservations, easements or public rights-of-way within the subdivision, intersecting or contiguous with its boundary or forming such boundary, or located in close proximity to the site, with accurate dimensions, bearings or deflecting angles and radii, area and central angle, chord bearing and distance, tangent distance and length of all curves, where appropriate.

2. PROPOSED FEATURES:

- a. The exact location, dimensions, description and names of all proposed streets, alleys, common areas, parks, public areas, playgrounds or other similar uses, reservations, easements or rights-of-way, blocks, lots and significant sites within the subdivision, with accurate dimensions, bearing or deflecting angles and radii, area and central angles, chord bearing and distance, tangent distance and length of all curves where appropriate.

- b. The surveyor of record for the plat shall submit, with the initial Plat submittal, full calculations for the closure of the tract, showing the bearings and distances as shown on the Final Plat, the computed acreage and square footage for the site and closure information for the site. Closure tolerances shall be in accordance with state statutes, but in no case less than 1:25,000. These calculations shall be signed and sealed by the surveyor of record for the plat.
(Ord. No. 3271, 01/01/09; Ord. No. 3301, 06/02/09)
3. All dimensions and bearings along the lines of each lot shall be shown. The curve data pertaining to block or lot boundary may be placed in a curve table at the base of the plat and prepared in the following manner:

CURVE TABLE

CURVE NUMB ER	DELT A ANGL E	RADIUS FOR OUTER PROPER TY LINE	RADIU S FOR CENTE R LINE	RADIUS FOR INNER PROPER TY LINE	TANGE NT LENGT H	ARCH LENG TH	CHORD DISTAN CE	CHORD BEARI NG

4. The names of all adjoining subdivisions, the dimensions of all abutting lots, lot and block numbers and accurate reference ties to courses and distances of at least two (2) recognized land corners shall be shown. If adjacent property is not platted, note "NOT PLATTED" and the owner's name.
5. Location/vicinity map. (Use a single line drawing. Do not use website maps.)
(Ord. No. 4260, 05/20/25)
6. All approved street names shall be shown.
7. All abstract lines shall be shown and labeled.
8. The location and dimension of any easement, designated by use, adjoining or abutting the subdivision.
9. Description of the subdivision by metes and bounds shall be shown.
10. Point of beginning or commencement shall reference an original abstract or existing subdivision property corner. Primary control points or descriptions and ties to such control points to which all dimensions, angles, bearings, block numbers and similar data shall be referenced.

11. The plat shall show the name of the subdivision, the names, addresses and phone numbers of the owner and engineer or surveyor, scale and location of the subdivision with reference to original land grant or survey, abstract number, and a north arrow depicting true or magnetic north, and noting whether true or magnetic north is used.
(Ord. No. 4260, 05/20/25)
12. Show the one-hundred-year flood plain limits based on ultimate watershed development, as determined by the City Engineer, or note that such property is not within the flood plain limits, if applicable. Finished floor elevations of two (2) feet above the one-hundred-year flood plain elevation shall be shown on the plat, where applicable.
13. Location and description of monuments, which shall be placed at each corner of the boundary survey of the subdivision, shall be shown as described in Article XI, Sec. C.
14. Lot numbers and block letters shall be shown. Lot numbers shall be sequential and orderly within a designated block. Land subdivided in stages over time shall provide phase numbers or letters.
15. Address numbers shall be placed on the face of the plat, on the assigned lot, as assigned by the Fire Marshal, or their designee. **(Ord. No. 4260, 05/20/25)**
16. The square footage of all lots which are not rectangular shall be shown in a table.
17. Certificates of the owner, surveyor, a dedication statement, City signature block and other standard notes shall be placed on the final plat in accordance with Figure 1 (as applicable). **(Ord. No. _____, 04/07/26)**
18. Homeowners Agreement:

When a subdivision contains common areas, drainage ways, screening walls, retaining walls, or other facilities not located within the public right-of-way nor subject to City maintenance, or if landscaping, sidewalks, or other amenities are provided within the public right-of-way for which a license agreement is required by the City, a homeowners agreement, as evidenced by the covenants identifying the association, shall be placed on the plat. Such homeowner's agreement shall be approved as part of the Preliminary Plat process or during final or replat process.
(Ord. No. 4260, 05/20/25)

The City Attorney will review the homeowner's agreement as to form.

The following six (6) statements shall appear on the face of the plat and in the homeowners agreement:

 - a. The owner of fee simple title to every individual lot of land within the subdivision shall be a member of the homeowner's association.
 - b. The homeowner's association shall have the authority to collect membership fees.

- c. The homeowner's association shall be responsible for the maintenance of all common areas, screening walls, and retaining walls. *(Ord. No. 4260, 05/20/25)*
- d. The homeowner's association shall grant the City the right of access to common areas to abate any nuisances thereon, and attach a lien for the prorated cost of abatement upon each individual lot
- e. The homeowner's association shall indemnify and hold the City harmless from any and all costs, expenses, suits, demands, liabilities, damages, or otherwise including attorney's fees and costs of suit, in connection with the City's maintenance of common areas.
- f. The homeowner's association shall enter into a license agreement with the City of Carrollton, where additional right-of-way has been dedicated for the purpose of providing landscaping, additional areas for sidewalks, walls, or other amenities, and shall be responsible for the installation and maintenance of all landscape areas that are in the public right-of-way. *(Ord. No. 2029, 10/18/94)*

19. Homeowner's association note, if required by Preliminary, Final or Replat approval:

A homeowner's association covenant has been approved by the City of Carrollton and recorded in ____ (volume and page) _____. Such homeowner's association shall be responsible for the maintenance of all common areas and facilities and screening walls, including retaining walls located in ____ (lot and block number of common area) ____, or public right-of-way where a license agreement with the City of Carrollton is required, or otherwise identified on the plat.
(Ord. No. 2029, 10/18/94; Ord. No. 4260, 05/20/25)

20. The title block shall be located on the lower right or left corner and contain the following content and chronological order below:

CITY PROJECT CASE NUMBER
PLAT TYPE
SUBDIVISION NAME
BLOCK LETTER OR NUMBER, AND LOT NUMBERS
ACREAGE AND SQUARE FOOTAGE
TRACT DESIGNATION, SURVEY NAME AND ABSTRACT NUMBER
TOTAL NUMBER OF LOTS
CITY, COUNTY AND STATE
PREPARATION DATE AND REVISION DATES

(Ord. No. 4260, 05/20/25)

21. The following shall be placed prominently on the face of the plat:

STANDARD NOTES

Selling off a portion of this addition by metes and bounds description, without a replat being approved by the City of Carrollton, is a violation of City ordinance and state law and is subject to fines and withholding of utilities and building permits.
(Ord. No. 3271, 01/01/09)

GPS Coordinates are rectified to NAD 83 State Plane Coordinate System North Central Texas Zone 4202 (feet).

VISIBILITY NOTE

Intersection visibility triangles shall have the dimensions specified in Section 53.40 et seq. of the Carrollton Code of Ordinances.

CITY SIGNATURE BLOCK

On the _____ day of _____, 20____, this plat was duly approved by the Planning and Zoning Commission of the City of Carrollton.

Signed: _____ Attest: _____
Chairman City Secretary
Planning and Zoning Commission

Signed: _____
Director of Development Services
(or their designee)

SURVEYOR CERTIFICATE

STATE OF TEXAS

I, (Engineer/Surveyor's printed name), Registered Public Surveyor, hereby certify that I have prepared this plat from an actual on-the-ground survey of the land, and that the corner monuments shown thereon were properly placed under my personal supervision in accordance with the platting rules and regulations of the City of Carrollton, Texas.
(Ord. No. 3271, 01/01/09)

Engineer/Surveyor's Signature

DEDICATION STATEMENT

(to be used in all instances)

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS;

THAT **(OWNER'S NAME)** ACTING HEREIN BY AND THROUGH ITS DULY AUTHORIZED OFFICERS, DOES HEREBY ADOPT THIS PLAT DESIGNATING THE HEREIN ABOVE DESCRIBED PROPERTY AS **(SUBDIVISION NAME)**, AN ADDITION TO THE CITY OF CARROLLTON, TEXAS AND DOES HEREBY DEDICATE, IN FEE SIMPLE, TO THE PUBLIC USE FOREVER, THE STREETS, ALLEYS, AND PUBLIC USE AREAS SHOWN HEREON, AND DOES HEREBY DEDICATE THE EASEMENTS SHOWN ON THE PLAT FOR THE PURPOSES INDICATED TO THE PUBLIC USE FOREVER, SAID DEDICATIONS BEING FREE AND CLEAR OF ALL LIENS AND ENCUMBRANCES EXCEPT AS SHOWN HEREIN. NO BUILDINGS, FENCES, TREES, SHRUBS, OR OTHER IMPROVEMENTS SHALL BE CONSTRUCTED OR PLACED UPON, OVER, OR ACROSS THE EASEMENTS ON SAID PLAT. UTILITY EASEMENTS MAY ALSO BE USED FOR THE MUTUAL USE AND ACCOMMODATION OF ALL PUBLIC UTILITIES DESIRING TO USE OR USING THE SAME UNLESS THE EASEMENT LIMITS THE USE TO A PARTICULAR UTILITY OR UTILITIES. THE CITY OF CARROLLTON AND ANY PUBLIC UTILITY SHALL HAVE THE RIGHT TO REMOVE AND KEEP REMOVED ALL OR PART OF ANY BUILDINGS, FENCES, TREES, SHRUBS, OR OTHER IMPROVEMENTS OR GROWTHS WHICH IN ANY WAY ENDANGER OR INTERFERE WITH THE CONSTRUCTION, MAINTENANCE, OR EFFICIENCY OF ITS RESPECTIVE SYSTEM ON ANY OF THESE EASEMENTS AND THE CITY OF CARROLLTON ON ANY PUBLIC UTILITY SHALL AT ALL TIMES HAVE THE RIGHT OF INGRESS AND EGRESS TO AND FROM AND UPON ANY OF SAID EASEMENTS FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, INSPECTING, PATROLLING, MAINTAINING, AND ADDING TO OR REMOVING ALL OR PART OF ITS RESPECTIVE SYSTEM WITHOUT THE NECESSITY AT ANY TIME OF PROCURING THE PERMISSION OF ANYONE. **(OWNER'S NAME)** DOES HEREBY BIND ITSELF, ITS SUCCESSORS AND ASSIGNS TO FOREVER WARRANT AND DEFEND ALL AND SINGULAR THE ABOVE DESCRIBED STREETS, ALLEYS, EASEMENTS, AND RIGHTS UNTO THE PUBLIC AGAINST EVERY PERSON WHOMSOEVER LAWFULLY CLAIMING OR TO CLAIM THE SAME OR ANY PART THEREOF. THIS PLAT APPROVED SUBJECT TO ALL PLATTING ORDINANCES, RULES, REGULATIONS, AND RESOLUTIONS OF THE CITY OF CARROLLTON. *(Ord. No. 4260, 05/20/25)*

WITNESS MY HAND THIS ____ DAY OF _____, 20____.

Signature of Owner

Position in Corporation (if applicable)

Name of Corporation (if applicable)

Lien Holder (if applicable)

If there is no lien holder, add the following statement:

To the best of my knowledge, there are no liens against this property.

Signature of Owner

(Ord. No. 2088, 07/18/95)

NOTARY CERTIFICATE

STATE OF _____

COUNTY OF _____

Before me, the undersigned authority, a Notary Public in and for the said County and State on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and considerations therein expressed and in the capacity therein stated and as the act and deed therein stated.

Given under my hand and seal of office, this ____ day of _____, 20____.

Notary Signature

Notary Stamp:

The following statement shall be included when detention is required:

DETENTION AND DRAINAGE EASEMENT

THE STATE OF TEXAS §
COUNTY OF _____ §
CITY OF CARROLLTON §

KNOW ALL MEN BY THESE PRESENTS:

This plat is hereby adopted by the Owners and approved by the City of Carrollton (Called "City") subject to the following conditions which shall be binding upon the Owners, their heirs, grantees, successors and assigns: The portion of block _____, as shown on the plat is called "Drainage and Detention Easement." The Drainage and Detention Easement within the limits of this addition, will remain open at all times and will be maintained in a safe and sanitary condition by the owners of the lot or lots that are traversed by or adjacent to the Drainage and Detention Easement. The City will not be responsible for the maintenance and operation of said Easement or for any damage to private property or person that results from conditions in the Easement, or for the control of erosion. No obstruction to the natural flow of storm water run-off shall be permitted by construction of any type of building, fence or any other structure within the Drainage and Detention Easement, as hereinabove defined, unless approved by the City Engineer. Provided, however, it is understood that in the event it becomes necessary for the City to erect or consider erecting any type of drainage structure in order to improve the storm drainage that may be occasioned by drainage in or adjacent to the subdivision, then in such event, the City shall have the right to enter upon the Drainage and Detention Easement at any point, or points, to investigate, survey or to erect, construct and maintain any drainage facility deemed necessary for drainage purposes. Each property owner shall keep the Drainage and Detention Easement clean and free of debris, silt, and any substance which would result in unsanitary conditions or obstruct the flow of water, and the City shall have the right of ingress and egress for the purpose of inspection and supervision of maintenance work by the property owner to alleviate any undesirable conditions which may occur. Should the property owner not maintain the detention pond, the City may perform the work and assess the property for the cost of the work and if not paid attach a lien on all property in the subdivision. The natural drainage through the Drainage and Detention Easement is subject to storm water overflow and natural bank erosion to an extent which cannot be definitely defined. The City shall not be held liable for any damages of any nature resulting from the occurrence of these natural phenomena or resulting from the failure of any structure or structures, within the Easement."

(Ord. No. 3843, 12/05/17)

EXHIBIT C

ARTICLE VII. REPLAT

SECTION B. GENERAL PROVISIONS.

1. REPLAT REQUIRED:

- a. A replat is required to alter or create new lot lines, add or remove easements, or alter any other aspects of a recorded plat, and shall meet the requirements of Chapter 212 of the Texas Local Government Code.
- b. A replat is not required when an existing shopping center is conveyed to multiple ownership, is located on an existing lot of record, and meets the following criteria:
 1. Meets the definition of shopping center as prescribed by the Comprehensive Zoning Ordinance; and
 2. Existing easements, rights-of-way, platted fire lanes or other dedicated public spaces will not be abandoned or altered; and
 3. A mutual parking/access agreement has been executed and signed by all applicable property owners, approved as to form by the City Attorney, and filed with the appropriate county; and
 4. A unity agreement has been executed and signed by all applicable property owners, approved as to form by the City Attorney, and filed with the appropriate county. The need for a unity agreement shall be assessed by the Building Official on a case-by-case basis.

2. PROCEDURE:

Formal application for replat approval shall be made by the subdivider or his or her agent in the manner prescribed by the Planning and Zoning Commission and shall be processed and considered in accordance with Article III of this ordinance.

3. VALIDITY:

A replat is valid after it is approved by the Planning and Zoning Commission. It shall be the applicant's responsibility to submit all required copies of the replat to the City of Carrollton in order to acquire City signatures, and to file the plat.

4. CONTENT:

The replat shall be in accordance with the final plat requirements of Article VI of this ordinance, with the following additional requirements:

- a. Exact name of previous plat, which shall be retained in the title of the replat identified;
- b. Blocks, lots and portions thereof which are being replatted, shall be identified;
- c. Volume and page number where the previous plat was recorded shall be identified;
- d. Original plat information being deleted, abandoned, or changed by the replat, (lots and blocks, rights-of-way, etc.), shall be shown lightly sketched or dotted on the drawing with a note of explanation;
- e. The word "replat" shall be shown in the title block. (*Ord. No. 2088, 07/18/95*)
- f. A purpose statement detailing the reason for the replat.
- g. Where a replat includes one or more lots that are created solely for land conveyance and legal description, and where such lot(s) are not intended for immediate development, the following note shall be placed prominently on the face of the plat and shall specifically reference the affected lot(s):

Lot(s) ____, Block ____, created by this replat are recorded solely for land conveyance and legal description. These lots do not receive development rights or authorization for vertical construction. Building permits for vertical improvements shall not be issued for the identified lot(s) until a subsequent replat is approved that brings the lot(s) into full compliance with all applicable subdivision, zoning, and infrastructure regulations.

This restriction shall not prohibit the issuance of permits deemed necessary by utility companies to install or relocate utility lines, dedicate or adjust utility easements, or conduct associated site work limited to at- or below-grade improvements. This restriction applies only to the identified lot(s) and does not limit development of any other lot shown on this plat that otherwise meets all applicable regulations. (*Ord. No. ____, 04/07/26*)

EXHIBIT D

ARTICLE VIII.

MISCELLANEOUS PLATS AND ABANDONMENTS

SECTION E. CONVEYANCE PLATS

(Ord. No. 3944, 01/14/20) (Ord. No. _____, 04/07/26)

1. A conveyance plat subdivides land and provides for recordation of same for the purpose of conveying property without developing the property. A conveyance plat does not, by itself, constitute approval for any type of development on the property unless the plat or portion thereof is concurrently approved with a Final Plat. *(Ord. No. _____, 04/07/26)*
2. A conveyance plat may be approved either as a stand-alone plat or in combination with a Final Plat on the same instrument, subject to the following conditions:
 - a. A conveyance-only lot may be applied for under the following conditions:
 - i. Portions of the property that are not intended for immediate development may be approved as conveyance-only lots under a conveyance plat in lieu of Final Plat approval in the following instances:
 - a. To record the remainder of a tract that is larger than five (5) acres, and that is created by the final platting of the property, provided that the remainder is not intended for immediate development.
 - b. To record the subdivision of property into parcels, five (5) acres or smaller in size, that are not intended for immediate development, provided all required public improvements exist to the City's current standards prior to approval and minimum frontage requirements are met. All public rights-of-way must be dedicated and all abutting streets and utilities must be installed and accepted by the City. Installation of on-site improvements may be delayed if development of other tracts is not affected.
 - b. Portions of the property intended for immediate development may be approved on the same plat as Final Platted lots, provided such lot(s) meet all requirements applicable to Final Plats.
 - c. Conveyance-only lots shall not receive development rights, building permits, or utility connections until subsequently platted again as Final Plats in compliance with applicable subdivision and infrastructure regulations. *(Ord. No. _____, 04/07/26)*

3. CONTENT:

a. The conveyance document shall be in accordance with the final plat requirements of Article VI of this ordinance, with the following additional requirements:

- i. A purpose statement detailing the reason for the conveyance plat.
- ii. Where a conveyance plat includes one or more lots that are created solely for land conveyance and legal description, and where such lot(s) are not intended for immediate development, the following note shall be placed prominently on the face of the plat and shall specifically reference the affected lot(s):

Lot(s) ____, Block ____, created by this replat are recorded solely for land conveyance and legal description. These lots do not receive development rights or authorization for vertical construction. Building permits for vertical improvements shall not be issued for the identified lot(s) until a subsequent final plat is approved that brings the lot(s) into full compliance with all applicable subdivision, zoning, and infrastructure regulations.

This restriction shall not prohibit the issuance of permits deemed necessary by utility companies to install or relocate utility lines, dedicate or adjust utility easements, or conduct associated site work limited to at- or below-grade improvements. This restriction applies only to the identified lot(s) and does not limit development of any other lot shown on this plat that otherwise meets all applicable regulations. (*Ord. No. ____, 04/07/26*)

4. PROCEDURE:

Formal application for conveyance plat approval shall be made by the subdivider or his or her agent in the manner prescribed by the Planning and Zoning Commission and shall be processed and considered in accordance with Article III of this ordinance.

5. VALIDITY:

Approval of a conveyance plat is valid from the date it is approved by the Planning and Zoning Commission.

6. CONTENT:

The conveyance plat shall be in accordance with the final plat requirements of Article VI of this ordinance, with the following additional requirements:

- a. The words "Conveyance Plat" shall be shown in the title block.
- b. The following note shall be under the notes section:

This Conveyance Plat shall not convey any rights to development or guarantee of public utilities, public or private access, or issuance of addressing and permits, without compliance with all subdivision rules and regulations and the approval and recording of a Final Plat.



City of Carrollton

1945 E. Jackson Rd
Carrollton TX 75006

Agenda Memo

Agenda Date:

Version: 1

Status: Public Forum

In Control: City Council

File Type: Public Forum

Agenda Number: 21.

Public Forum is the opportunity for citizens/visitors to speak on items not listed on the posted meeting agenda. Citizens/visitors wishing to address the Council regarding items on the posted meeting agenda will have the opportunity to speak during the Citizen Comment.

Citizens/visitors should complete an appearance card located on the table at the entrance to the City Council Chambers. Speakers must address their comments to the presiding officer rather than to individual Council members or staff; Stand at the podium, speak clearly into the microphone and state your name and city of residence prior to beginning your remarks; Speakers will be allowed up to 3 minutes for testimony; Speakers making loud, abusive, personal, defamatory, impertinent, profane, threatening, or impertinent remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, booing, and similar demonstrations will not be permitted; No placards, banners, or signs will be permitted in the Chambers or in any other room in which the Council is meeting. Any person who does not comply with these provisions is subject to removal or forfeiting their right to attend a future meeting. In accordance with the Texas Open Meetings Act, the City Council is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.