

DRAFT Minutes
City of Carrollton
Planning & Zoning Commission
November 3, 2022
Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, November 3, 2022 at 7:00 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Jason Carpenter, Chair
Scott Windrow, Vice Chair
John Powell, 1st Vice Chair
Kathryn Taylor
Greg Kramer
Willadean Martin
Mark Yarbrough
Kathleen Foster
Jim Doyle

Commission Members Absent:

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Greg Carrell, Plans Examiner
Ed Green, Plan Review Manager

Albert Thomas, Asst. City Attorney
John Romberger, Transportation
Jay Vockler, Fire Department
Lydia Tormos, Admin Support Specialist

Guests Present:

Al Overholt, Alternate
Rusty Pendleton, City Council member

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

7. Hold A Public Hearing To Consider An Ordinance Amending The Text Of Article XXXI. Changes And Amendments Of The Comprehensive Zoning Ordinance To Amend Section B. Hearing Before The Planning And Zoning Commission And Section C. Hearing Before City Council Related To Public Notice For Zoning Ordinance Text Amendments. Case No. PLZT 2022-165 CZO Text Amendment For Public Hearing Notice For CZO Text Changes/City Of Carrollton. Case Coordinator: Loren Shapiro.

Shapiro stated the request is for text amendments to the Zoning Ordinance that don't impact any zoning districts. He stated the proposed amendments reiterate and indicate the City's conformance with State legislation for notices for text changes and it clarifies the regulations as it relates to notices as it pertains to zoning changes, zoning districts as well as text changes to the zoning ordinance. He spoke in detail about the legal notice requirements in the Texas Local Government Code. He reviewed the following text proposed to be added:

“Notwithstanding requirements of state statute, when any amendment relates to a change of 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.”

Shapiro stated the same would be added as it pertains to the City Council.

Commissioner Martin asked if the changes mean the City does not have to contact the owners by mail. Shapiro replied affirmatively but only as it pertains to a text change. He underscored that it would not apply if there were a zoning change to the map or land use.

Discussion was held regarding the 10-day and 15-day notice requirements for the P&Z Commission and the City Council as well as requirements for newspaper publishing. Shapiro advised that the State mandates publishing in the newspaper and the City cannot change that regulation. Commissioner Kramer voiced concern with the need of publishing notice in the newspaper, reasoning that many people no longer read newspapers. Shapiro stated that in addition to meeting the minimum State publication requirements, staff also posts the P&Z Commission and City Council agendas on the City's website and has links to locations with proposed zoning district changes, as well as physical copies posted at city hall.

Chair Carpenter opened the public hearing; there being no speakers, he opened the floor for discussion or a motion.

**** Commissioner Martin moved to close the public hearing and approve Case No. PLZT 2022-165 CZO Text Amendment; second by Vice Chair Windrow. The motion was approved with a unanimous 9-0 vote.***