

RESULTS SHEET

Date: 01/07/2025

Case No./Name: PLSUP 2024-167 4017 Black Oak Drive STR

A. STAFF STIPULATIONS AND RECOMMENDATIONS

Staff recommends **APPROVAL** of the Special Use Permit for a short-term rental with the following stipulations:

1. Permitted use: Short-Term Rental.
2. The use shall comply with CZO Article XXI. Special Use Permits, subsection D.2,f.i. Short-Term Rental and Bed and Breakfast, which includes, but is not limited to, the following:
 - a. The use must be evidenced by association with a Booking 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.
 - b. The parking must comply with Title IX, Chapter 97 of the Carrollton Code of Ordinances, relating to parking restrictions at a short-term rental. Parking is limited to off-street parking spaces.
 - c. The owner must secure a Lodging License before operating a short-term rental. The owner must comply with Title IX, Chapter 97 of the Carrollton Code of Ordinances and maintain the Lodging License to operate.
3. Per Title IX, Chapter 97, Sec 97.02 of the Carrollton Code of Ordinances, the property shall not be permanently occupied by the property owner.
4. Per Title IX, Chapter 96, Sec 96.06 of the Carrollton Code of Ordinances, the use is limited to allowing seven (7) individuals to stay at the short-term rental.
5. No more than four (4) guests can be unrelated.
6. A physical inspection of the property must be scheduled with Environmental Services.
7. The short-term rental is limited to four (4) bedrooms.
8. Individual rooms shall not be rented separately as a short-term rental.
9. No locks shall be on any bedroom doors.
10. In the event there is any inconsistency between the text of this ordinance and any conceptual plan, the text of this ordinance shall control.

Staff is recommending two additional stipulations that were not previously included and/ or presented to the Planning and Zoning Commission:

1. Noise-monitoring devices shall be installed to alert property management to excessive noise levels.

2. Each bedroom shall have a minimum of one egress window which meets the following criteria per the International Residential Code as amended and adopted by the City of Carrollton:
 - a. The minimum net clear opening size for grade-floor emergency escape and rescue openings shall be 5 square feet.
 - b. The minimum net clear opening height dimension shall be 24 inches.
 - c. The minimum net clear opening width dimension shall be 20 inches.
 - d. The net clear opening dimensions shall be the result of normal operation of the opening.
 - e. Emergency escape and rescue openings shall have the bottom of the clear opening not greater than 44 inches above the floor.

B. P&Z ACTION from P&Z meeting: 12/05/24

Result: APPROVAL with staff stipulations /Vote: 8-0 (Yarbrough absent)

C. CC PUBLIC HEARING / ORDINANCE ACTION from CC meeting: 01/7/25

Result: /Vote: