

**DRAFT Minutes
City of Carrollton
Planning & Zoning Commission
May 4, 2023
Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, May 4, 2023 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
John Powell, 1st Vice Chair
Mark Yarbrough
Kathleen Foster
Al Overholt
Jim Doyle, Vice Chair
Willadean Martin

Commission Members Absent:

Kathryn Taylor
Greg Kramer

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Herb Cavanaugh, Asst. Fire Chief
Emily Offer, Planner
Jared Nations, Fire Prevention Captain

Albert Thomas, Asst. City Attorney
John Romberger, Transportation
Ed Green, Plan Review Manager
Jay Vockler, Arson Investigation
Lydia Tormos, Admin Support Specialist

Guests Present:

Council Observer: Rusty Pendleton

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

PUBLIC HEARING:

4. Hold A Public Hearing To Consider An Ordinance To **Establish A Special Use Permit** For Miscellaneous Manufacturing For Screen Printing On Clothing And Textiles On An Approximately 0.50-Acre Tract Zoned PD-87 For The (HC) Heavy Commercial District And Located At 1407 Westway Circle, Approximately 572 Feet East Of Broadway Street; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2023-028 Integrity Branding.** Case Coordinator: Loren Shapiro.

Planning Manager Loren Shapiro stated the SUP would allow screen printing machines which are classified as miscellaneous manufacturing. He provided photos of the existing building and stated there would be no additions to the building. He reviewed the Conceptual Floor Plan and briefly described the proposed business. No comments were received from the public. Staff recommended approval of the request.

1st Vice Chair Powell asked if this occupant closes its business, would another business that falls under the miscellaneous manufacturing category be able to operate under this proposed SUP or would it have to come before the Commission. Shapiro replied that the SUP would be classified for the screen printing so if a different business wants to operate there, they would have to get the SUP amended.

Chair Windrow asked if the proposed use would occupy the whole building and Shapiro stated he would defer the question to the applicant.

Scott Carstens, 2207 Wickham Circle, Carrollton, applicant, provided a brief history of his business and explained that he has leased the building to Reflection Glass for the last 7 years; however, he has decided to return to his building in Carrollton. He described the family-owned company and stated they were excited to return. In answer to Chair Windrow's question, he stated that Reflection Glass has moved out and the sign has been removed.

Vice Chair Doyle asked about odor discharges from the building. Mr. Carstens stated that the dryers do vent through the roof but the inks that he uses don't have any kind of odor.

Chair Windrow opened the public hearing; there were no speakers.

Commissioner Foster asked if there was any type of environmental impact associated with the screen print business. Ed Green, Building Inspection, stated the applicant would complete an environmental survey form that would be forwarded to the Environmental Services Department.

Commissioner Martin asked when the form is typically completed. Green replied that it is typically done around the same time of the permitting.

*** 1st Vice Chair Powell moved to close the public hearing and approve Case No. PLSUP 2023-028 Integrity Branding with staff stipulations; second by Commissioner Martin. The motion was approved with a unanimous 7-0 vote (Tayler and Kramer absent).**