

**DRAFT Minutes**  
**City of Carrollton**  
**Planning & Zoning Commission**  
**December 5, 2024**  
**Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, December 5, 2024 at 6:30 p.m. in the Council Chambers at City Hall.

**Commission Members Present:**

Scott Windrow, Chair  
Willadean, Martin, Vice Chair  
Jim Doyle  
John Powell  
Greg Kramer  
Al Overholt  
Kathleen Foster  
Dave Hermon

**Commission Members Absent:**

Mark Yarbrough, 1<sup>st</sup> Vice Chair

**Alternate:**

Rusty Pendleton

**Staff Members Present:**

Loren Shapiro, Planning Manager  
Emily Offer, Senior Planner  
Ed Green, Plan Review Manager  
Lydia Tormos, Planning Technician  
Brian Passwaters, Community Services Mgr.  
Brett King, Director of Development Services

Herb Cavanaugh, Fire Marshal  
John Romberger, Transportation Engineer  
Albert Thomas, Asst. City Attorney  
Darwin Ortega, Sr. Code Enf. Officer  
Tim Rousch, Code Enf. Officer

**Guests Present:**

Daisy Palomo, Council Observer

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

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3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow An Event Center And Reception Hall** In An Approximately 4,870 Square Foot Lease Space Zoned PD-21 For The (LR-2) Local Retail District And Located At 3050 North Josey Lane; Amending The Official Zoning Map Accordingly. Case No. **PLSUP 2024-166 Josey Lane Event Center**. Case Coordinator: Loren Shapiro.

Loren Shapiro, Planning Manager, presented this item. He stated the location of the proposed event center site is at the corner of Frankfort and Josey Lane. He provided a zoning map, concept plan and floor plan. Mr. Shapiro stated that the site is adjacent to single family residential on the east. Public ingress and egress is proposed on the west side of the building. Service entrance will be limited on the east side of the site, without public access. Mr. Shapiro stated that staff is not recommending approval due to the proximity of the site to the adjacent residential neighborhood and due to the potential for noise disturbances. He cited two recent SUP requests for event centers that were denied due their close proximity to residential. Mr. Shapiro indicated that in the event the Commission recommends approval of the request, stipulations have been added to attempt to

mitigate disturbances impacting nearby residents. He noted that in addition to the ten stipulations previously recommended, staff has added another requiring security personnel be onsite during events, resulting in there being eleven stipulations recommended. He provided a brief review of the stipulations. He noted that the city currently has five event centers.

Commissioner Doyle asked if the stipulation specifying no outdoor speakers could be added. Mr. Shapiro stated that is already included in the standard event center SUP requirements contained in the Comprehensive Zoning Ordinance.

Chair Windrow asked if the applicant would like to speak. Jennifer Hiromoto with Buzz Urban Planning, 10233 E. Northwest Hwy., Dallas, spoke on behalf of the owner. She provided a PowerPoint presentation on the project. She added that the architect and owner were present. The owner is a Carrollton resident who will manage operations of the center. She reviewed the 109-foot distance the center will be from the adjacent residences, adding that the center's entrance (on the west side) is 222 feet from the nearest home. She noted the caterer will enter on the west side and only service personnel will enter on the east. No attendee parking will be on the east side.

Chair Windrow opened the public hearing. There being no speakers, Chair Windrow asked if the applicant had other comments. Ms. Hiromoto added that there were no comments received from the adjacent residents, and that the building had previously been unoccupied.

Chair Windrow opened the floor for discussion or a motion.\* ***Commissioner Foster moved to close the public hearing and approve PLSUP 2024-166 Josey Lane Event Center with stipulations, including stipulation number 11; second by Commissioner Powell. The vote resulted in a tie as follows: for- Foster, Martin, Doyle, Powell; opposed- Overholt, Windrow, Kramer, Hermon (Yarbrough absent).***

Assistant City Attorney Albert Thomas said the item should be reopened for further discussion, then the vote should be retaken. Should the second vote also result in a tie, then the result would be a "denial".

Chair Windrow asked the Commissioners if there was further discussion or questions.

Commissioner Martin confirmed with Mr. Shapiro that the proposed site is currently vacant.

Chair Windrow stated that due to the proximity of the event center to the single-family residences he does not feel it to be an appropriate use and will be voting against this item. He referenced other event center requests and the noise issues.

Commissioner Doyle stated that the previously proposed event centers had considerable public comments in opposition and this one has no comments.

Commissioner Powell asked the applicant whether there has been sound testing or noise mitigation construction taken on the building. Tito Olaleye, 920 Melville Dr., Plano, responded there has been no sound testing. He stated there is a rear vestibule, the building is 109 feet to the houses, a six-foot fence and alley separates the building at the rear, and the building is made with cinder block walls.

Commissioner Kramer asked Mr. Shapiro if noise/sound is the main concern. He replied, yes, that there is a potential for disruption.

Commissioner Martin asked if staff notified the adjacent homeowners. Mr. Shapiro responded yes, and no comments were received.

Commissioner Overholt cited other cases where noise had been an issue and stated he will be voting against this request. Commissioner Doyle stated that there were no objections from the neighbors on this request as there were on the previous requests. Commissioner Kramer stated that if there is a complaint, the SUP could be revoked. He added that he will vote in favor.

Chair Windrow opened the floor for discussion or a motion.

**SECOND MOTION / VOTE**

- \* ***Commissioner Foster moved to close the public hearing and approve PLSUP 2024-166 Josey Lane Event Center with stipulations, second by Commissioner Martin. The item was approved with a vote of 6-2, (Foster, Martin, Doyle, Powell, Kramer, Hermon for, Overholt, Windrow opposed, Yarbrough absent).***