

# City of Carrollton

1945 E. Jackson Road  
Carrollton, TX 75006



## REGULAR WORKSESSION & MEETING

Tuesday, July 8, 2025

5:45 PM

CITY HALL, 2nd Floor

### City Council

*Mayor Steve Babick*  
*Mayor Pro Tem Christopher Axberg*  
*Deputy Mayor Pro Tem Daisy Palomo*  
*Councilmember Richard Fleming*  
*Councilmember Jason Carpenter*  
*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 under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
  - **Section 551.087** to discuss Economic Development.
3. Council will reconvene in open session to consider action, if any, on matters discussed in the Executive Session.

**\*\*\*WORKSESSION\*\*\***

4. Receive **Update From Carrollton-Farmers Branch Independent School District.**
5. Discuss **The Proposed 2024 International Construction Codes And 2023 National Electrical Code.**
6. **Mayor And Council Reports And Information Sharing.**

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

**INVOCATION - Councilmember Jason Carpenter**

**PLEDGE OF ALLEGIANCE - Deputy Mayor Pro Tem Daisy Palomo**

**PRESENTATIONS**

7. Present A **Proclamation Declaring July As Park And Recreation Month.**



**PUBLIC COMMENT**

- 8. Hearing of any citizen/visitor on items listed on the regular meeting agenda. Citizens wishing to address the Council regarding items not on the posted agenda will be called 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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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 a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

**MINUTES**

- \*9. Consider Approval Of The June 3, 2025 Regular Meeting Minutes.**
- \*10. Consider Approval Of The June 17, 2025 Regular Meeting Minutes.**

**CONTRACTS & AGREEMENTS**

- \*11. Consider Authorizing The City Manager To Enter Into An Agreement With Motorola Solutions, Through Texas DIR Purchasing Cooperative, For The Purchase of P25 Radio Equipment In A Total Amount Not To Exceed \$428,895.97**
- \*12. Consider Authorizing The City Manager To Enter Into An Agreement With Public Restroom Company, Through BuyBoard, For Pre-Fabricated Restrooms For McInnish Softball Complex And Josey Ranch Sports Complex In An Amount Not To Exceed \$662,250.50.**
- \*13. Consider Authorizing The City Manager To Enter Into An Agreement With NEMA 3 Electric, Inc, Through BuyBoard, For Electrical Work At McInnish And Josey Ranch Restroom Buildings In An Amount Not To Exceed \$129,529.40**

- \*14.** Consider Authorizing the City Manager To Approve A Contract For The Purchase Of Three Toro Mowers From Professional Turf Products Through An Interlocal Agreement With The Sourcewell Purchasing Cooperative In An Amount Not To Exceed \$309,162.85.
- \*15.** Consider Authorizing the City Manager To Approve A Contract For The Purchase Of Eleven John Deere Gators From United Ag And Turf Through An Interlocal Agreement With The Sourcewell Purchasing Cooperative In An Amount Not To Exceed \$135,331.71.
- \*16.** Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One Tahoe From Lake Country Chevrolet Through An Interlocal Agreement With The TIPS Purchasing Cooperative In An Amount Not To Exceed \$86,939.38.
- \*17.** Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One Ford F-350 Truck From Sam Pack Five Star Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$121,404.77.

## **ORDINANCES**

- \*18.** Consider An Ordinance Adopting The 2024 International Construction Codes And 2023 National Electrical Code.

## **RESOLUTIONS**

- \*19.** Consider A Resolution Of The City Of Carrollton, Texas Adopting The 2025 Dallas County Hazard Mitigation Plan (HMP) Update.
- \*20.** Consider A Resolution Of The City Council Of The City Of Carrollton, Texas, Suspending The July 31, 2025 Effective Date Of Oncor Electric Delivery Company's Requested Rate Change To Permit The City Time To Study The Request And To Establish Reasonable Rates; Approving Cooperation With The Steering Committee Of Cities Served By Oncor To Hire Legal And Consulting Services And To Negotiate With The Company And Direct Any Necessary Litigation And Appeals; Finding That The Meeting At Which This Resolution Is Passed Is Open To The Public As Required By Law; Requiring Notice Of This Resolution To The Company And Legal Counsel For The Steering Committee; And Providing An Effective Date.

- \*21.** Consider A Resolution Authorizing The City Manager, To Acquire A Certain Parking Lot Easement For The Construction Of Woodlake Lake Enhancements Phase 1 Project; Determining The Public Use And Necessity For Such Acquisition; Authorizing The Acquisition Of Property Rights Necessary For Said Project; Authorizing The City Manager To Take All Steps Necessary To Acquire The Needed Property Rights In Compliance With All Applicable Laws And Resolutions.
- \*22.** Consider A Resolution Authorizing The City Manager To Execute Contract Amendment No. 1 With Magee Architects, L.P. For Additional Services Related To Architectural Support Services In An Amount Not To Exceed \$7,465.00.
- \*23.** Consider A Resolution Authorizing The City Manager To Negotiate And Execute Professional Engineering Services Contracts For The Geotechnical And Materials Testing Services Associated With Capital Improvement Projects With Braun Intertec Corporation, ECS Southwest, LLP, Henley-Johnston & Associates, Inc., And Terracon Consultants, Inc.; And Providing An Effective Date.

#### **PUBLIC HEARING - INDIVIDUAL CONSIDERATION**

- 24.** Hold A Public Hearing And Consider A Resolution Adopting The Program Year 2025 Community Development Block Grant One-Year Plan Of Action And Budget.
- 25.** Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow A Child Day Care Service In An Approximately 1,660 Square Foot Space Zoned PD-148 For The (HC) Heavy Commercial District And Located At 4100 International Parkway, Suite 1300; Amending The Official Zoning Map Accordingly. Case No. PLSUP 2025-089 Clover Preschool.
- 26.** Hold A Public Hearing To Consider A Resolution Amending The Comprehensive Plan And The Future Land Use Map To Change An Approximately 27.3-Acre Tract Located On The Southwest Corner Of Josey Lane And Parker Road, From Office - Medium Intensity And Commercial - Low Intensity To Multifamily Residential And Commercial - Medium Intensity. Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment).

27. Hold A Public Hearing To Consider An Ordinance Amending the Zoning On A 27.3-Acre Tract Zoned (O-2) Office And (LR-2) Local Retail Districts And Located On The Southwest Corner Of Josey Lane And Parker Road To Establish A Planned Development District To Change The Base Zoning From (O-2) Office District And (LR-2) Local Retail District To (MF-18) Multifamily Residential District and (LR-2) Local Retail District, To Allow A Gasoline Station, To Create Development Standards, And to Provide Concept Plans; Amending The Official Zoning Map Accordingly. Case No. PLZ 2025-030 The Harcourt (Rezone).
28. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit To Allow A Smoke Shop Retailer In An Approximately 1,800 Square Foot Space Zoned (FTC) Frankford Transit Center District And Located At 1712 West Frankford Road, Suite 106; Amending The Official Zoning Map Accordingly. Case No. PLSUP 2025-082 CBD - Vape Shop.

## **PUBLIC FORUM**

29. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.
- 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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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.

**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 3rd day of July 2025 at 5:00pm.*

*Chloe Sawatzky*

*Chloe Sawatzky, City Secretary*

*This building is wheelchair accessible. For accommodations or sign interpretive services, please contact City Secretary's Office at least 72 hours in advance at 972-466-3001. Opportunities and services are offered by the City of Carrollton 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 occasionally post agendas for social functions, conventions, workshops, ceremonial events or press conference; however, there is no legal requirement to do so and in the event a social function, convention, workshop, ceremonial event or press conference is not posted by the City Secretary's Office, 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: 2a

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**Agenda Date:** 3/2/2021

**Version:** 1

**Status:** Pre-meeting

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** 1.

Receive **information and discuss Agenda.**



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5215

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**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 under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
- **Section 551.087** to discuss Economic Development.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5218

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**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: 7270

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 4.

**CC MEETING:** July 8, 2025

**DATE:** June 30, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chloe Sawatzky, City Secretary

Receive **Update From Carrollton-Farmers Branch Independent School District.**



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7267

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Work Session

**In Control:** City Council

**File Type:** Work Session Item

**Agenda Number:** 5.

**CC MEETING:** July 8, 2025

**DATE:** June 27, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Brett L. King, Director of Development Services / Building Official  
Shannon Hicks, Assistant City Manager

Discuss **The Proposed 2024 International Construction Codes And 2023 National Electrical Code.**

### **BACKGROUND:**

Director of Development Services / Building Official Brett King will present the ordinance to adopt proposed new construction codes.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 5231

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**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: 7257

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Presentations

**In Control:** City Council

**File Type:** Presentations

**Agenda Number:** 7.

**CC MEETING: July 8, 2025**

**DATE:** May 27, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Scott Whitaker, Parks & Recreation Director  
Chrystal Davis, Assistant City Manager

Present A **Proclamation Declaring July As Park And Recreation Month.**



## Agenda Memo

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**Agenda Date:**

**Version:** 1

**Status:** Public Forum

**In Control:** City Council

**File Type:** Public Forum

**Agenda Number:** 8.

**Hearing of any citizen/visitor on items listed on the regular meeting agenda. Citizens wishing to address the Council regarding items not on the posted agenda will be called to speak during the Public Forum.**

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# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7271

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** \*9.

**CC MEETING:** July 8, 2025

**DATE:** June 30, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chloe Sawatzky, City Secretary

Consider **Approval Of The June 3, 2025 Regular Meeting Minutes.**

**CARROLLTON CITY COUNCIL  
REGULAR MEETING AND WORKSESSION  
JUNE 3, 2025**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, June 3, 2025 at 6:00 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Richard Fleming, Deputy Mayor Pro Tem Christopher Axberg, Councilmembers Nancy Cline, Jason Carpenter, Andrew Palacios, and Rowena Watters. Also present were City Manager Erin Rinehart, Assistant City Manager Chrystal Davis, Assistant City Manager Shannon Hicks, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky.

Councilmember Daisy Palomo was absent.

**6:00 P.M. – COUNCIL BRIEFING ROOM**

**\*\*\*PRE-MEETING \*\*\***

Mayor Babick called the meeting to order at 6:00 p.m.

**1. Receive information and discuss Agenda.**

Agenda items were reviewed. Staff responded to Council's questions.

*Worksession Item 4 followed the Agenda review.*

**\*\*\*EXECUTIVE SESSION\*\*\***

**2. Council convened into Executive Session at 6:59 p.m. 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 under the Texas Rules of Discipline and Professional Conduct regarding confidential communication with the City Council.
- **Section 551.087** to discuss Economic Development.

**3. Council reconvened in Open Session at 7:10 p.m. to consider action, if any, on matters discussed in the Executive Session. No action was taken.**

*Worksession Item 5 followed Executive Session.*

**\*\*\*WORKSESSION\*\*\***

**4. Receive A Long-Term Financial Planning Update.**

Dianna Vaughn, Chief Financial Officer, presented this item. She provided an overview of the city's fund types (General, Enterprise, Internal Service Fund), adding that separate budgets are prepared for each fund. Ms. Vaughn reviewed various impacts on the city's revenue sources, in particular Senate Bill 2 (2019) that capped property tax at 3.5 percent on growth. Interest, sales tax, decreasing federal funding, and the potential for an economic slowdown all have the potential to impact the city's revenue.

In regard to SB2, Ms. Vaughn stated that Carrollton has multiple strategies and reserves, and has adopted good fiscal policies.

Ms. Vaughn stated that the preliminary tax rolls were issued at the end of April and the final tax roll will come out on July 25<sup>th</sup>. A summary of Carrollton's residential values was provided. She noted that Denton County's taxable values are coming down from the increases experienced in the previous few years.

Property tax, sales tax, new revenue sources, strategic reductions in services, and continued managed competition approaches will all be taken into consideration during the budget preparation process. Ms. Vaughn added that over the next few years, the city may consider a fee review, options regarding DART sales tax, property tax allocations, debt issuances, TIRZ (Tax Increment Reinvestment Zones) options and strategic service delivery reductions. She stated that the city will not have the same flexibility as it has in the past regarding the budget.

*Executive Session followed Item 4.*

## **5. Mayor And Council Reports And Information Sharing.**

Council reviewed their recent activities and upcoming events.

*Worksession was recessed at 6:59 p.m. to convene in Executive Session. Worksession was reconvened at 7:10 p.m. and concluded at 7:18 p.m.*

### **\*\*\*REGULAR MEETING 7:00 P.M.\*\*\***

Mayor Babick called the Regular meeting to order at 7:22 p.m.

**INVOCATION** – Deputy Mayor Pro Tem Christopher Axberg

**PLEDGE OF ALLEGIANCE** – Councilmember Nancy Cline

## **PUBLIC COMMENT**

### **6. Hearing of any citizen/visitor on items listed on the regular meeting agenda. Citizens wishing to address the Council regarding items not on the posted agenda will be called to speak during the Public Forum.**

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Mayor Babick opened the public comment period.



Mr. Vidovic (no address given) spoke in opposition to Item No. 10.

There being no other speakers, the public comment period was closed.

### CONSENT AGENDA

*(\*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary's Office.)*

Mayor Pro Tem Fleming requested Item 10 be pulled from the Consent Agenda for separate discussion.

**Councilmember Cline moved to approve Consent Agenda Items 7-9 and 11-13; second by Councilmember Palacios. The motion was approved with a 6-0 vote.**

### MINUTES

**\*7. Consider Approval Of The May 20, 2025 Regular Meeting Minutes.**

### ORDINANCES

**\*8. Consider An Ordinance Amending Ordinance 4143 Increasing The Amount Of A Homestead Exemption For Individuals Sixty-Five Years Of Age Or Older And Individuals Who Are Disabled From \$97,000 To \$110,000 For Tax Year 2025.**

**\*9. Consider An Ordinance Amending The Operating And Capital Budgets For Fiscal Year October 1, 2024 Through September 30, 2025.**

### RESOLUTIONS

**\*10. Consider A Resolution Authorizing The City To Participate In The State Of Texas Events Trust Fund Program To Support A Request From LIV Golf Dallas For A Golf Event At The Maridoe Golf Course In June 2025, With A Local Funding Match From The City Of Carrollton In The Amount Not To Exceed \$83,549.00.**

During the Worksession, Mayor Pro Tem Fleming requested separate consideration of this item. He stated that the 2024 LIV tournament was a good event and well executed. He spoke with concerns regarding the city's financial involvement with the LIV tournament. Specifically, he stated the hotel occupancy taxes were not as expected nor was the number of attendees. He stated he does not feel there was a great economic impact to the city as was anticipated. Additionally, he raised concerns regarding Saudi Arabian involvement. He stated that he does not feel it is fiscally responsible for the city to provide funding for the event.

Deputy Mayor Pro Tem Axberg expressed his appreciation to Mayor Pro Tem Fleming for his research, analysis and comments. He stated that there is no real risk to the city for the financial investment because the city will be reimbursed in the future. He commented that the hotel occupancy tax report timing may not be accurately reporting taxes collected during the month of September 2024 when the tournament was held. Deputy Mayor Pro Tem Axberg added that there are benefits to the city, such

as for the non-profit volunteers who will financially benefit, and stated that it is a family oriented event. He believes there is value to the community to have the tournament held in Carrollton.

Mayor Pro Tem Fleming responded that he requested to see the 2024 contract between LIV and Outlier and was denied his request. Lastly, he questioned where the vendors at the event are permitted.

Councilmember Watters spoke in favor of this item. She advised that events such as this will help the city branding as an event city, and feels it is a good investment.

Mayor Babick spoke in favor. He noted this is supported by the Governor's Trust Fund and all expenses are documented to the state.

**Deputy Mayor Pro Tem Axberg moved to approve Item No. 10; Councilmember Cline seconded the motion. Motion passed with a vote of 5-1; Mayor Pro Tem Fleming voted in opposition.**

- \*11. Consider A Resolution In Support Of An Application For Funding Through TxDOT For The Construction Of A Multi-use Trail Along The DART Silver Line, North Of Belt Line Road Between Downtown Carrollton And McInnish Park.**
- \*12. Consider A Resolution In Support Of An Application For Funding Through TxDOT For The Construction Of A Multi-Use Trail Between The TC Rice Park And The Carrollton Blue Trail At Furneaux Creek.**
- \*13. Consider A Resolution For The Ratification Of Emergency Storm Debris Removal Services By Crowdergulf, LLC. In An Amount Not To Exceed \$510,800.**

## **PUBLIC FORUM**

- 14. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.**

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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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.

Mayor Babick opened the public forum.

Mr. Vidovic (no address given): Spoke concerning Council's campaign contributions.

There being no other speakers, Mayor Babick closed the public forum.

**ADJOURNMENT** - Mayor Babick adjourned the meeting at 7:49 p.m.

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

\_\_\_\_\_  
Steve Babick, Mayor



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7276

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Minutes

**Agenda Number:** \*10.

**CC MEETING:** July 8, 2025

**DATE:** June 30, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chloe Sawatzky, City Secretary

Consider **Approval Of The June 17, 2025 Regular Meeting Minutes.**

**CARROLLTON CITY COUNCIL  
REGULAR MEETING AND WORKSESSION  
JUNE 17, 2025**

The City Council of the City of Carrollton, Texas convened in a Regular Meeting and Worksession on Tuesday, June 17, 2025 at 5:45 p.m. with the following members present: Mayor Steve Babick, Mayor Pro Tem Richard Fleming, Councilmembers Nancy Cline, Jason Carpenter, Andrew Palacios, Daisy Palomo, and Rowena Watters. Also present were City Manager Erin Rinehart, Assistant City Manager Chrystal Davis, Assistant City Manager Shannon Hicks, City Attorney Meredith Ladd and City Secretary Chloe Sawatzky.

Deputy Mayor Pro Tem Christopher Axberg was absent.

**5:45 P.M. – COUNCIL BRIEFING ROOM**

**\*\*\*PRE-MEETING / EXECUTIVE SESSION \*\*\***

Mayor Babick called the meeting to order at 5:45 p.m.

**1. Receive information and discuss Agenda.**

Agenda items were reviewed. Staff responded to Council's questions.

**2. Council will convene into 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 under the Texas Rules of Discipline and 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.**

*Executive Session was not convened.*

**\*\*\*WORKSESSION\*\*\***

**4. Receive Update And Funding Request From The Children's Advocacy Center For North Texas.**

Kristen Howell, Chief Executive Officer for the Children's Advocacy Center For North Texas, advised that the Texas Family Code requires counties to provide a service where child victims of sexual or physical abuse and/or child witnesses to major violence can go and receive services in a single, safe environment. The Center provides coordination of investigations, health exams, and prosecution relative to an impacted child and their family. The Children's Advocacy Center For North Texas has four locations, serving three counties: Denton, Jack, and Wise. In addition to services provided directly to children and their families, the Center provides training for 67 police agencies within their three counties.

Ms. Howell advised that in 2024, the Children's Advocacy Center For North Texas served 4,977 children. There is no cost to the children or their families. The cost for services per child is \$2,400, with a total annual budget of \$8 million. She advised that state and federal funding provides 5 percent of the budget and asked the City of Carrollton for \$101,000.

**5. Receive Update And Funding Request From Metrocrest Services.**

*Item 5 was addressed prior to Item 4.*

Tracy Eubanks, Chief Executive Officer for Metrocrest Services, provided a summary of the services provided to the City of Carrollton residents, including food, housing assistance, healthcare resources, economic training, and senior services. He advised that Metrocrest Services has 30 partners on site who provide healthcare assistance, funding and training at its new facility located in Carrollton. Mr. Eubanks added that last year, 24,000 people were served.

Mr. Eubanks advised that federal funding reductions are impacting Metrocrest Services' budget by 3 percent, however the North Texas Food Bank has lost \$11 million in USDA funding. He noted that private donations are down this year by 29 percent. Mr. Eubanks asked for a one-time funding amount of \$102,284 in addition to the current contracted amount of \$511,000 from the City of Carrollton for the FY24-25 fiscal year. He advised he is also in the process of meeting with the cities of Coppell, Addison, and Farmers Branch.

**6. Receive Legislative Update.**

Consultant Larry Gonzales provided an overview of the outcome of certain proposed legislation impacting municipalities from the Texas Legislative Session as follows:

**Bills that Died**

- HB 134
- HB 19
- SB 673
- HB 3187 / SB 1557
- HB 1585
- SB 678
- SB 1209

**Bills that Passed**

- HB 2695 / SB1833
- SB 1567
- HB 21

Bill that did not Pass: HB 3169

Discussion followed.

**7. Discuss Council Liaison And Committee Appointments.**

Mayor Babick provided a handout of Council Liaison and Committee appointments, adding that each Council member has six (6) appointments. He stated that another appointment may be added for non-profits.

**8. Mayor And Council Reports And Information Sharing.**

Council reviewed their recent activities and upcoming events.

*Worksession concluded at 7:17 p.m.*

**\*\*\*REGULAR MEETING 7:00 P.M.\*\*\***

Mayor Babick called the Regular meeting to order at approximately 7:25 p.m.

**INVOCATION** – Councilmember Andrew Palacios

**PLEDGE OF ALLEGIANCE** – Councilmember Rowena Watters

**PRESENTATIONS**

**9. Present Proclamation Recognizing Amateur Radio Week.**

Mayor Babick read a proclamation recognizing June 22-29 as:

**“Amateur Radio Week”**

**PUBLIC COMMENT**

**10. Hearing of any citizen/visitor on items listed on the regular meeting agenda. Citizens wishing to address the Council regarding items not on the posted agenda will be called 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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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.

Mayor Babick opened and closed the public comment period with no one wishing to speak.

**CONSENT AGENDA**

*(\*All items marked with a single asterisk are part of a Consent Agenda and require no deliberation by the Council. Each Council member has the prerogative of removing an item from this agenda so that it may be considered separately. Contracts and agreements are available in the City Secretary’s Office.)*

**Councilmember Cline moved to approve Consent Agenda Items 11-24; second by Councilmember Palacios. The motion was approved with a unanimous 6-0 vote. Deputy Mayor Pro Tem Axberg was absent.**

### **CONTRACTS & AGREEMENTS**

- \*11. Consider Authorizing The City Manager To Execute A Change Order To The Contract With Focus Merchant Services, LLC For Credit Card Processing And Merchant Services, Increasing The Total Contract Amount Not To Exceed \$4,500,000.00.**
- \*12. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement With Denton County For Property Tax Assessment And Collection.**
- \*13. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement For Property Assessment And Collection With Denton County For Public Improvement District Carrollton Castle Hills PID 1.**
- \*14. Consider Authorizing The City Manager To Enter Into An Interlocal Agreement For Property Assessment And Collection With Denton County For Public Improvement District Carrollton Castle Hills PID 2.**
- \*15. Consider Authorizing The City Manager To Enter Into An Agreement With JonesCo. General Contractors, LLC Pursuant To Competitive Sealed Proposal (CSP) 25-019 For A Remodel At Hebron & Josey Library, In A Total Amount Not To Exceed \$102,916.00.**
- \*16. Consider Authorizing The City Manager To Enter Into Agreements With Southwest Wholesale Nursery And SiteOne Landscape Supply Pursuant To Bid #25-040 For Nursery Stock In An Amount Not To Exceed \$105,000.00 Annually, For A Three-Year Total Amount Not To Exceed \$315,000.00.**
- \*17. Consider Authorizing The City Manager To Enter Into Agreements With Multiple Vendors Pursuant To Bid #25-041 For Tree Trimming Services In An Amount Not To Exceed \$95,000.00 Annually, For A Three-Year Total Amount Not To Exceed \$285,000.00.**
- \*18. Consider Authorizing The City Manager To Execute Change Order No. 3 With Apple Pavement Services LLC. For Additional Work As Part Of The City-Wide Sidewalk Improvements, Phase 4 In An Amount Not To Exceed \$50,844.87 Increasing The Total Project Contract To An Amount Not To Exceed \$1,686,202.65.**
- \*19. Consider Authorizing The City Manager To Approve A Contract With A&D Paving, LLC For Paving Improvements At Sandy Lake Service Center (SLCS) & McInnish Sports Complex (MSC) In An Amount Not To Exceed \$2,068,513.58.**
- \*20. Consider Authorizing The City Manager To Enter Into An Agreement With Freese & Nichols For Consultant Services Through An Interlocal Agreement With The City Of Celina Related To A Stormwater Utility Implementation Study In A Total Amount Not To Exceed \$251,300.00.**



**ORDINANCES**

- \*21. Consider An Ordinance Amending Chapter 73 “Traffic Schedules” Of The Code Of Ordinances Of The City Of Carrollton, Modifying Multiple School Zone Boundaries, Times, And Classifications Throughout The City Of Carrollton, Due To Anticipated School Closures And Changes In School Operating Times.**

**RESOLUTIONS**

- \*22. Consider A Resolution Adopting The 2025 Parks, Recreation, And Open Space Master Plan.**
- \*23. Consider A Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Contract With CSRS, LLC For Engineering Services Related To Storm Damage Assessment and Evaluation In An Amount Not To Exceed \$100,000.00.**
- \*24. Consider A Resolution Appointing A Member To The Dallas Area Rapid Transit (DART) Board Of Directors.**
- \*25. Consider A Resolution Appointing A Mayor Pro Tempore And A Deputy Mayor Pro Tempore.**

Mayor Babick advised that Deputy Mayor Pro Tem Axberg is being considered for Mayor Pro Tem and Councilmember Palomo is being considered for Deputy Mayor Pro Tem.

**Councilmember Cline moved to appoint Councilmember Christopher Axberg as Mayor Pro Tem and Councilmember Daisy Palomo as Deputy Mayor Pro Tem; second by Councilmember Carpenter. The motion was approved with a 6-0 vote. Councilmember Axberg was absent.**

Mayor Babick expressed his appreciation to Mayor Pro Tem Richard Fleming for his service this past year. He added that the new terms begin July 1<sup>st</sup>.

**PUBLIC FORUM**

- 26. Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.**

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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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.

Mayor Babick opened the public forum.

William Culpepper spoke on behalf of his neighbor at 1815 Rock Springs Court, regarding bamboo vegetation in his yard that the city wants him to remove or trim.

Sal Trippy, 1208 Sycamore Drive, spoke with concerns about the utility payment time period and the on-line payment system.

There being no other speakers, Mayor Babick closed the public forum.

**ADJOURNMENT** - Mayor Babick adjourned the meeting at 7:37 p.m.

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

\_\_\_\_\_  
Steve Babick, Mayor



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7254

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*11.

**CC MEETING: July 8, 2025**

**DATE:** June 17, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Chris Chiancone, CIO  
Chrystal Davis, Assistant City Manager

Consider **Authorizing The City Manager To Enter Into An Agreement With Motorola Solutions, Through Texas DIR Purchasing Cooperative, For The Purchase of P25 Radio Equipment In A Total Amount Not To Exceed \$ 428,895.97**

### BACKGROUND:

The IT Department is requesting approval to purchase P25 supporting equipment and feature set firmware to maintain the continuity of our existing P25 subscriber radio devices under an updated contract arrangement.

The IT Department utilized cooperative agreements to source competitive pricing for P25 supporting equipment and feature set firmware, ensuring compliance with purchasing law and City policies. Motorola Solutions, a Texas DIR contract vendor, meets all purchasing requirements and has consistently provided satisfactory service and equipment on previous projects. The total project amount includes a 10% contingency due to the critical nature of radio communications services.

This request is distinct from the complete radio system refresh approved by Council in December 2022 for \$3.5 million. That project involved replacing the actual radio subscriber devices with an expected 5-7-year lifespan. The current request totaling \$428,895.97 is specifically for:

- Supporting infrastructure equipment for the existing radio system
- Feature set firmware updates to maintain system functionality
- Compliance with updated contract terms

Motorola Solutions' previous DIR contract has expired, necessitating this procurement action under their new contract number. This request utilizes remaining funds from the original radio system project

budget and does not require additional funding beyond what was previously approved.

**FINANCIAL IMPLICATIONS:**

The funds for these refresh items are budgeted in the following Information Technology capital account:

ACCTG UNIT	ACTIVITY	BUDGET AMOUNT
854105	122410199	\$ 428,895.97

A 10% contingency is built into the request due to the criticality of this service.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommend Council authorize this contract vehicle change with Motorola Solutions to continue with the P25 equipment and feature set firmware in an amount not to exceed \$ 428,895.97



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7256

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*12.

**CC MEETING: July 8, 2025**

**DATE:** June 3, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Kim Bybee, Parks Manager  
Chrystal Davis, Assistant City Manager

**Consider Authorizing The City Manager To Enter Into An Agreement With Public Restroom Company, Through BuyBoard, For Pre-Fabricated Restrooms For McInnish Softball Complex And Josey Ranch Sports Complex In An Amount Not To Exceed \$662,250.50.**

### **BACKGROUND:**

The McInnish Sports Complex was developed in 1982 and the Josey Ranch Sports Complex was developed in 1989. While fields and other site amenities have been improved over the years, the original restroom/concession buildings remain in operation and have reached the end of their service life. Funds were allocated during the 2018 bond election to rebuild the restroom at McInnish Softball Complex and Council approved funding during the FY25 budget process to rebuild the restroom building at Josey Ranch East. With design/build options typically being unsuccessful and expensive, staff decided pre-fabricated buildings would better suit these locations and fall within our allotted budget. Similar buildings have been installed over the last few years at Thomas Splash Park, Thomas Baseball, Indian Creek Golf Course, Jimmy Porter Park, Martha Pointer Park, Josey Ranch Sports Complex, A.W. Perry Museum, McInnish and R.E. Good. We have had great success with pre-fabricated buildings and the maintenance of these facilities.

The BuyBoard price for these buildings is \$662,250.50 which includes construction, delivery and installation. This also includes a 10% contingency.

### **FINANCIAL IMPLICATIONS:**

The two pre-fabricated restroom buildings will be funded out of the following accounts:

#### **CIP ACCOUNT**

McInnish Restroom

#### **BUDGET AMOUNT**

\$249,360.00

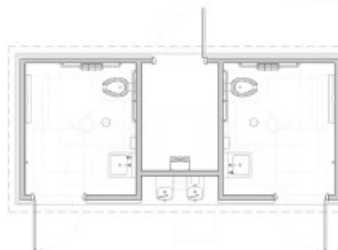
Josey East Restroom	\$412,890.50
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**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project supports and aligns with Council goals and objectives through the fiduciary care and maintenance of our infrastructure.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval to purchase the pre-fabricated restrooms from Public Restroom Company in an amount not to exceed \$662,250.50 using the city's existing agreement with BuyBoard.



### FLOOR PLAN

SCALE: NOT TO SCALE

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SOFTBALL COMPLEX RESTROOM/  
BUILDING  
**MCINNISH** CARROLLTON, TEXAS



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2587 BUSINESS PARKWAY  
MINDEN, NEVADA 89423  
P: 888-888-2060 F: 888-888-1448



### FLOOR PLAN

SCALE: NOT TO SCALE

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JOSIE RANCH** RESTROOM/  
STORAGE BUILDING  
CARROLLTON, TEXAS

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# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7255

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*13.

**CC MEETING: July 8, 2025**

**DATE:** June 3, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Kim Bybee, Parks Manager  
Chrystal Davis, Assistant City Manager

**Consider Authorizing The City Manager To Enter Into An Agreement With NEMA 3 Electric, Inc, Through BuyBoard, For Electrical Work At McInnish And Josey Ranch Restroom Buildings In An Amount Not To Exceed \$129,529.40**

### **BACKGROUND:**

The McInnish Sports Complex was developed in 1982 and the Josey Ranch Sports Complex was developed in 1989. While fields and other site amenities have been improved over the years, the original restroom/concession buildings remain in operation and have reached the end of their service life. Funds were allocated during the 2018 bond election to rebuild the restroom at McInnish Softball Complex and Council approved funding during the FY25 budget process to rebuild the restroom building at Josey Ranch East.

The existing buildings house all field lighting, electrical, control circuits and irrigation controls for fields at Josey Ranch and McInnish Softball. In order to minimize disruption to ongoing athletic events, it was determined to be more cost effective to construct separate permanent enclosures for the new lighting circuits and irrigation controllers near the new buildings in lieu of temporary service. This will not only eliminate downtime but also allow for more convenient service and management of the equipment in the future. The city has successfully implemented Musco lighting equipment through NEMA 3 Electric Inc. for all other athletic facilities, and the company is proposed to provide new circuits and control link panels in the two new enclosures. As a further cost-saving effort, NEMA 3 Electric, Inc. will also supply service to the new buildings through these enclosures.

A 10% contingency is included to cover any unforeseen issues that might arise during the relocation of electrical services.

**FINANCIAL IMPLICATIONS:**

Competitive pricing was secured through BuyBoard. The update to the electrical service and control link panels will be funded out of the following accounts:

<b>ACCTG UNIT</b>	<b>BUDGET AMOUNT</b>
McInnish Restroom	\$64,764.70
Josey Ranch East	\$64,764.70

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project supports and aligns with Council goals and objectives through the fiduciary care and maintenance of our infrastructure.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval to update the electrical for the restroom buildings at Josey Ranch and McInnish by NEMA 3 Electric, Inc. in an amount not to exceed \$129,529.40 using the City's existing agreement with BuyBoard.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7272

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*14.

**CC MEETING: July 8, 2025**

**DATE:** July 1, 2025

**TO:** Erin Rinehart, City Manager

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

**Consider Authorizing the City Manager To Approve A Contract For The Purchase Of Three Toro Mowers From Professional Turf Products Through An Interlocal Agreement With The Sourcewell Purchasing Cooperative In An Amount Not To Exceed \$309,162.85.**

### BACKGROUND:

Fleet Services is recommending the purchase of three pieces of mowing equipment from Professional Turf Products through an interlocal agreement with Sourcewell purchasing cooperative. These pieces of equipment will be used by Indian Creek Golf Course. This purchase consists of two Groundmaster 4500 series mowers, and one Reelmaster 5510-D mower which are used to maintain grass roughs and fairways at Indian Creek Golf Course.

Mowing units in the City's fleet have an average life expectancy of 5 to 6 years. The useful life is dependent on several factors, such as wear and tear, service application and the load/capacity. The units being replaced have been in service for at least 8 years and are being retired based on age, wear and tear, and maintenance.

The Golf maintenance group has selected the Toro Groundsmaster 4500 and Toro Reelmaster 5510-D mower as the replacement mower. These mowers are available from Professional Turf Products through the Sourcewell purchasing cooperative. This cooperative entity meets all state of Texas competitive bidding requirements.

### QUOTES:

Professional Turf Products (via Sourcewell)

Reelmaster 5510-D (1)	\$ 89,580.72
Groundsmaster 4500 (2)	\$191,476.42

Contingency if needed	<u>\$ 28,105.71</u>
<b>Total</b>	\$309,162.85

**FINANCIAL IMPLICATIONS:**

The equipment will be purchased from budgeted funds from the Golf Fund.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Purchasing equipment such as this ensures that City employees have the resources necessary to do their job, which is a City Council strategic goal.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager to approve a contract for the purchase of two Toro Groundsmaster 4500 mowing units and one Reelmaster 5510-D mowing unit from Professional Turf Products through an interlocal agreement with the Sourcewell purchasing cooperative in an amount not to exceed \$309,162.85. This amount includes a 10% contingency if needed.





## Carrollton Fleet Replacement Schedule July FY 24-25

July 8, 2025	
Units Purchased	42
Purchases under 50k not needing council approval	13
Units Currently Being Presented to Council	15
Deferred Units	10
Approved ATB's*	8
Remaining Purchases Needed	4
Total	84

\*Addition to Base units are included in Total of 84



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7273

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*15.

**CC MEETING: July 8, 2025**

**DATE:** July 1, 2025

**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 Eleven John Deere Gators From United Ag And Turf Through An Interlocal Agreement With The Sourcewell Purchasing Cooperative In An Amount Not To Exceed \$135,331.71.**

### BACKGROUND:

Fleet Services is recommending the purchase of eleven pieces of ground maintenance equipment from United Ag and Turf, through an interlocal agreement with Sourcewell purchasing cooperative. These pieces of equipment will be used by Indian Creek Golf Course. This purchase consists of eleven John Deere Gator maintenance carts which are used to maintain the playing surfaces at Indian Creek Golf Course.

Ground maintenance units in the City's fleet have an average life expectancy of 5 to 6 years. The useful life is dependent on several factors, such as wear and tear, service application and the load/capacity. The units being replaced have been in service for at least 6 years and are being retired based on age, wear and tear, and maintenance.

The Golf maintenance group has selected the John Deere Gator as the replacement unit. These ground maintenance units are available from United Ag and Turf through the Sourcewell purchasing cooperative. This cooperative entity meets all state of Texas competitive bidding requirements.

### QUOTES:

United Ag and Turf (via Sourcewell)

John Deere Gator maintenance cart (11) \$123,028.83

Contingency if needed \$ 12,302.98

**Total** \$135,331.71



**FINANCIAL IMPLICATIONS:**

The equipment will be purchased from budgeted funds from the Golf Fund.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Purchasing equipment such as this ensures that City employees have the resources necessary to do their job, which is a City Council strategic goal.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager to approve a contract for the purchase of eleven John Deere Gator maintenance carts through an interlocal agreement with the Sourcewell purchasing cooperative in an amount not to exceed \$135,331.71. This amount includes a 10% contingency fee, if needed.



## Carrollton Fleet Replacement Schedule July FY 24-25

July 8, 2025	
Units Purchased	42
Purchases under 50k not needing council approval	13
Units Currently Being Presented to Council	15
Deferred Units	10
Approved ATB's*	8
Remaining Purchases Needed	4
Total	84

\*Addition to Base units are included in Total of 84



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7274

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*16.

**CC MEETING: July 8, 2025**

**DATE:** July 1, 2025

**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 Tahoe From Lake Country Chevrolet Through An Interlocal Agreement With The TIPS Purchasing Cooperative In An Amount Not To Exceed \$86,939.38.**

### **BACKGROUND:**

Fleet Services is recommending the purchase of one Chevrolet Tahoe that will be assigned to the Police Department. The Chevrolet Tahoe is the workhorse of the Police Department. This purchase will replace one K-9 Tahoe that was deemed a total loss in an accident.

The Tahoe will be purchased with a customized lighting package, camera and computer wiring, interior modifications and ballistic panels installed before delivery. Fleet Services and the Police Department have collaborated to streamline this process so the Tahoe can be purchased as a turnkey package. This will standardize the build and allow faster availability of the unit to be put into service when delivered to the City.

Staff recommends acquiring the vehicle with the bid from Lake Country Chevrolet through TIPS. The TIPS cooperative purchasing entity meets all state of Texas competitive bidding requirements. Texas law authorizes this process so that the City can save the time of developing specifications and avoid the duplication of the competitive bidding process.

### **QUOTE**

Lake Country Chevrolet (via TIPS)

K-9 Tahoe (1 unit):

Total \$86,939.38

**FINANCIAL IMPLICATIONS:**

The vehicle will be purchased with budgeted funds from the Fleet Replacement Fund in the amount listed below.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Purchasing vehicles such as these ensures that City employees have the resources necessary to do their job, which is a City Council strategic goal.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager approve a contract to purchase one Chevrolet Tahoe from Lake Country Chevrolet through an interlocal agreement with the TIPS purchasing cooperative in an amount not to exceed \$86,939.38.



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7275

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:**  
Contracts/Agreements

**Agenda Number:** \*17.

**CC MEETING: July 8, 2025**

**DATE:** July 1, 2025

**TO:** Erin Rinehart, City Manager

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

**Consider Authorizing The City Manager To Approve A Contract For The Purchase Of One Ford F-350 Truck From Sam Pack Five Star Ford Through An Interlocal Agreement With The BuyBoard Purchasing Cooperative In An Amount Not To Exceed \$121,404.77.**

### **BACKGROUND:**

Fleet Services is recommending the purchase of one vehicle assigned to the Public Works Department. The recommended purchase will consist of one Ford F-350 pickup truck. The current vehicle in the fleet will be retired according to the Fleet's policy on age and maintenance. The average expected life span of these types of vehicles is ten years. The vehicle being replaced is eleven years old.

This truck is used daily for transporting staff and towing trailers and equipment to and from job sites. Vehicles such as this are the basic backbone of the City's fleet. The recommended replacement is being made after discussions with operators and managers to properly align vehicle specifications with current business needs.

Staff recommends purchasing the vehicles with the bid from Sam Pack Five Star Ford through the BuyBoard cooperative purchasing agreement. This cooperative purchasing entity meets all state of Texas competitive bidding requirements. Use of cooperative purchasing agencies is allowed under Texas state law.

### **QUOTE:**

Sam Pack Five Star Ford (via BuyBoard)

Ford F-350 Truck (1) \$110,367.97

Contingency funds (if needed) \$ 11,036.80

Total	\$121,404.77
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**FINANCIAL IMPLICATIONS:**

The trucks will be purchased from budgeted funds from the Fleet Replacement Fund.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

Purchasing vehicles such as these ensures that City employees have the resources necessary to do their job, which is a City Council strategic goal.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council authorize the City Manager to approve a contract for the purchase of one F-350 truck from Sam Pack Five Star Ford in an amount not to exceed \$121,404.77 through an interlocal agreement with the BuyBoard purchasing cooperative. This amount includes a 10% contingency, if needed.

## Carrollton Fleet Replacement Schedule July FY 24-25

July 8, 2025	
Units Purchased	42
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Remaining Purchases Needed	4
Total	84

\*Addition to Base units are included in Total of 84





## Agenda Memo

File Number: 7268

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Ordinances

**Agenda Number:** \*18.

**CC MEETING: July 8, 2025**

**DATE:** June 27, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Brett L. King, Director of Development Services / Building Official  
Shannon Hicks, Assistant City Manager

Consider **An Ordinance Adopting The 2024 International Construction Codes And 2023 National Electrical Code.**

### **BACKGROUND:**

Building and construction codes have been implemented in the United States since 1928, and the three major code groups merged to publish a single set of codes beginning in the year 2000. These codes are known as the *International Codes*, and these codes are updated every three years to accommodate new trends and technologies in construction. The City adopted the 2021 *International Codes* and the 2020 National Electrical Code effective February 2022.

The North Central Texas Council of Government's Regional Codes Coordinating Committee (RCCC) recommended approval of regional amendments to the *2024 International Construction Codes*, which were subsequently approved by the NCTCOG Executive Committee on March 27, 2025. The regional amendments to the *2023 National Electrical Code* were previously approved. These amendments were compiled by five code advisory boards, composed of building professionals from the public and private sector, in open meetings to consider the codes and reach a consensus on regional amendments. The ultimate goal of the RCCC is regional uniformity for model construction codes for the entire north central Texas region. This is a grand effort to simplify the construction process, advance the safety of building systems, promote common code interpretation, facilitate mobility of contractors, and reduce construction costs.

The Property Standards Board was provided with copies of the proposed amendments at the June 26, 2025 meeting for their feedback. The Board recommended approval of the proposed amendments. Staff has been informing stakeholders of the anticipated changes and effective date of adoption during pre-development meetings and other contacts.

**FINANCIAL IMPLICATIONS:**

There are no direct financial impacts to the city to process the adoption and amendments to the International Codes or National Electrical Code.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

The consistent review and adoption of updated construction codes ensures and enhances the sustainability of the built environment for the city of Carrollton. New codes allow for the introduction of technological advancements in building materials and construction methodology.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval of the ordinance adopting the 2024 International Construction Codes and the 2023 National Electrical Code with amendments to be effective September 1, 2025.

**SUMMARY OF MAJOR CHANGES**  
Between the 2021 & 2024 International Codes  
(Including 2020 National Electrical Code & 2023 National Electrical Code)  
with Local Amendments

**International Building Code (IBC)**

- Now includes provisions for tornado loadings.
- Updated wind, earthquake, rain, and snow loads.
- New provisions for structural concrete reinforced with glass-fiber reinforcement.

**International Residential Code (IRC)**

- Alterations to existing stairways are no longer required to comply with the requirements for new stairs when the existing space and construction does not allow a reduction in stairway pitch or slope.
- Now includes provisions for the use of HVAC systems with new A2L refrigerants, which are becoming available for residential installations.

**International Fire Code (IFC)**

- Additional provisions for Energy Storage Systems to regulate evolving technologies.
- Research, storage, and manufacturing of lithium-ion batteries now has automatic sprinkler system and detection requirements.
- New provisions for charging powered micromobility devices.
- Carbon monoxide (CO) detectors are now required for all occupancy groups.

**International Energy Conservation Code (IECC)**

- Dallas County has been reclassified from climate zone 3A (warm humid) to 2A (hot humid). Collin and Denton County remain 3A. This change coordinates the 2021 IECC with ASHRAE Standard 169-2013 and, therefore, ASHRAE 90.1-2016 & 2019.
- Residential IECC lighting control provisions now require dimmers or occupancy sensors for interior lighting, except for a few exempt locations (bathrooms, hallways). Exterior lighting greater than 30 watts now requires automatic shutoff under daylight conditions.

**International Existing Building Code (IEBC)**

- Occupiable roof requirements have been incorporated to correlate with the IBC.
- The requirements for storm shelters have been coordinated with revisions in the IBC and ICC 500, clarifying that where constructed, storm shelters shall comply with IBC Section 423.
- Clarifies how risk categories should be assigned for structural design where the addition and the existing building have different uses.
- Existing Group I-1, condition 2 occupancies and ambulatory care facilities may be required to divide stories into no fewer than two smoke compartments for more substantial additions and alterations.

### **International Swimming Pool and Spa Code (ISPSC)**

- No significant changes noted.

### **International Plumbing Code (IPC)**

- Provisions added for support of buried piping beneath building where expansive soil conditions exist.
- Requirement added for tracer wire for buried plastic sewer piping.
- Option added for vacuum testing of DWV piping.

### **International Fuel Gas Code (IFGC)**

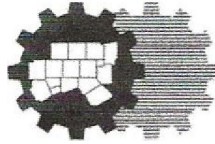
- New provisions for fired appliances where corrosive or flammable products can enter combustion air.
- Updated provisions regarding workmanship and defects.

### **International Mechanical Code (IMC)**

- An identification requirement was added for Group A2L and B2L refrigerants.
- The requirements for machinery rooms containing Group A2L refrigerants were changed and Group B2L refrigerants were added to the provisions.
- Addition of a new minimum landing at the roof hatch for personnel to safely use the hatch when accessing the roof for repair and maintenance.
- Addition of a new testing option for grease ductwork.
- Requirements for steam baths were added.
- A new standard requirement for refrigeration systems containing carbon dioxide was added.

### **National Electrical Code (NEC)**

- GFCI protection now required for all kitchen receptacles (not just countertop receptacles).
- In order to provide first responders with a safe method of disconnecting power from a structure, one-family and two-family dwellings are required to have an emergency disconnect installed outdoors, within sight, and in a readily accessible location.



North Central Texas Council of Governments

**TO:** Mayors, City Managers, City Administrators,  
County Judges, and Building Officials

**DATE:** May 1, 2025

**SUBJECT:** 2024 International Codes and Regional Code Amendments for North Central Texas

The North Central Texas Council of Governments (NCTCOG) Executive Board, upon recommendation of the Regional Codes Coordinating Committee (RCCC) and its Advisory Boards, endorsed the most recent regional amendments to several of the 2024 International Codes on March 27, 2025. The Executive Board encourages your jurisdiction to adopt the following 2024 International Codes and Regional Amendments:


- International Building Code
- International Energy Conservation Code
- International Fuel Gas Code
- International Mechanical Code
- International Plumbing Code
- International Residential Code
- International Swimming Pool and Spa Code
- 2023 National Electric Code  
(approved August 2023)

NCTCOG's RCCC recommends adopting the above-listed codes with no local amendments, other than the regional amendments, as expeditiously as possible. The 2024 International Fire Code (IFC) with recommended regional amendments will be brought forward for regional endorsement in the very near future. The ultimate goal is regional uniformity of building codes for the North Central Texas region. Achieving the goal of standardization of building codes across the region will result in positive economic impacts and other benefits for municipalities, contractors, architects, builders, and manufacturers.

NCTCOG appreciates your local government's support of our continued efforts toward regional code uniformity. To learn more about the regional codes work program, or to obtain a copy of the recommended regional amendments, you may access our website at <https://www.nctcog.org/envir/regional-building-codes/amendments>.

If you would like to financially contribute to the Regional Codes Work Program, or have any questions regarding regional codes, please contact Hannah Ordonez, Senior Environment & Development Planner, by email at [hordonez@nctcog.org](mailto:hordonez@nctcog.org) or by phone at (817) 695-9215.

We appreciate your support of our continued efforts toward regional code uniformity.

  
Mike Eastland (May 13, 2025 13:28 CDT)

Mike Eastland, Executive Director, NCTCOG

  
David Kerr, RCCC Chair

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**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON ADOPTING THE 2024 EDITION OF THE INTERNATIONAL BUILDING CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL EXISTING BUILDING CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL PLUMBING CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL FUEL GAS CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2024 EDITION OF THE INTERNATIONAL MECHANICAL CODE WITH LOCAL AMENDMENTS THERETO; ADOPTING THE 2023 EDITION OF THE NATIONAL ELECTRICAL CODE WITH LOCAL AMENDMENTS THERETO; PROVIDING SAVINGS, PENALTY, SEVERABILITY AND REPEALING CLAUSES; AND ESTABLISHING THE EFFECTIVE DATE OF SEPTEMBER 1, 2025.**

**WHEREAS**, the City Council, after determining all legal requirements of notice and hearing have been met, has further determined the following amendments to the construction codes would provide for and would be in the best interest to safeguard life, health, property, and public welfare.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY 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.**

**Section 150.010 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.010. THE 2024 EDITION OF THE INTERNATIONAL BUILDING CODE ADOPTED.**

(a) The International Building Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the building code of the City of Carrollton, and is made a part hereof, as amended.

(b) One (1) copy of the 2024 edition of the International Building Code, marked Exhibit “A”, is incorporated herein by reference, and shall be filed in the office of the City Secretary for permanent record and inspection.

(c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Building Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

### **SECTION 3.**

**Section 150.011 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.011. AMENDMENTS.**

***[C] \*\*Section 101.1; amend to read as follows:***

**101.1 Title.** These regulations shall be known as the *Building Code* of the City of Carrollton, hereinafter referred to as “this code.”

***\*\*Section 101.4; amend to read as follows:***

**101.4 Referenced codes.** The other codes listed in Sections 101.4.1 through 101.4.8 and referenced elsewhere in this code, when specifically adopted, shall be considered part of the requirements of this code to the prescribed extent of each such reference. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the amendments as well. Any reference to NFPA 70 or the Electrical Code shall mean the National Electrical Code as adopted.

***[C] \*\*\*Section 101.4.3; amend to read as follows:***

**101.4.3 Plumbing.** *[Existing text to remain]* ~~The provisions of the International Private Sewage Disposal Code shall apply to private sewage disposal systems.~~

***[C] \*\*\*Section 101.4.4; amend to read as follows:***

**101.4.4. Property maintenance.** The provisions of the ~~International Property Maintenance Code~~ Carrollton Code of Ordinances shall apply to *existing structures* and premises; equipment and *facilities*; light, *ventilation*, space heating, sanitation, life and fire safety hazards; responsibilities of *owners*, operators and occupants; and occupancy of existing premises and *structures*.

***\*\*Section 101.4.8; add to read as follows:***

**101.4.8 Electrical.** The provisions of the National Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

***[C] \*\*Section 103; amend to read as follows:***

**Section 103: ~~Code compliance agency~~ Building Inspection**

***[C] \*\*Section 103.1; amend to read as follows:***

**103.1 Creation of enforcement agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *building official*. *[Remainder unchanged]*

***\*\*Section 104.2.1; delete.***

***\*\*Section 104.3.1; delete.***

***[C] \*\*Section 105.2; subtitle Building, Item 1; delete.***

***[C] \*\*Section 105.2; subtitle Building, Item 2; amend to read as follows:***

2. Fences, other than swimming pool barriers, ~~not over 7 feet (2134 mm) high~~ less than 20 feet (6096 mm) in length.

***[C] \*\*Section 105.2; subtitle Building, Item 10; delete.***

***[C] \*\*Section 105.2; subtitle Building, Item 11; delete.***

***[C] \*\*\*Section 105.5.1, add to read as follows:***

**105.5.1 Duration of permit.** The duration of a *permit* shall not exceed three years from the issuance date of the *permit*. The *building official* is authorized to grant, in writing, one or more extensions of time for additional periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

***\*\*Section 109.7; add to read as follows:***

**109.7 Re-inspection Fee.** A fee as established by city council resolution may be charged when:

1. The inspection called for is not ready when the inspector arrives;
2. No building address or permit card is clearly posted;
3. City approved plans are not on the job site available to the inspector;
4. The building is locked or work otherwise not available for inspection when called;



5. The job site is red-tagged twice for the same item;
6. The original red tag has been removed from the job site.
7. Failure to maintain erosion control, trash control or tree protection.

Any re-inspection fees assessed shall be paid before any more inspections are made on that job site.

***\*\*Section 110.3.6; delete Exception.***

***\*\*\*Section 110.3.12.1; delete.***

***[C] \*\*\*Section 111.2; Item 3, 7, 10, 11, delete.***

***\*\*\*Section 202; amend and add definitions to read as follows:***

**AMBULATORY CARE FACILITY.** Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing, or similar care on a less than 24-hour basis to persons who are rendered incapable of self-preservation by the services provided ~~or staff has accepted responsibility for care recipients already incapable.~~ This group may include but not be limited to the following:

- Dialysis centers
- Sedation dentistry
- Surgery centers
- Colonic centers
- Psychiatric centers

**ASSISTED LIVING FACILITIES.** A building or part thereof housing persons, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides personal care services. The occupants are capable of responding to an emergency situation without physical assistance from staff.

**HIGH-RISE BUILDING.** A building with an occupied floor located more than ~~75~~ 55 feet (~~22 860 mm~~) (16 764 mm) above the lowest level of fire department vehicle access.

**REPAIR GARAGE.** A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement and other such minor repairs.

**SPECIAL INSPECTOR.** A qualified person employed or retained by an approved agency who shall prove to the satisfaction of the registered design professional in responsible charge and approved by the Building Official as having the competence necessary to inspect a particular type of construction requiring special inspection.

***\*\*Section 303.1.3; amend to read as follows:***

**303.1.3 Associated with Group E occupancies.** A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy, except when applying the assembly requirements of Chapters 10 and 11.

**\*\*Section 304.1; add the following to the list of occupancies:**

Fire stations

Police stations with detention facilities for 5 or less

**\*\*Table 307.1.1; amend to read as follows:**

**TABLE 307.1.1 HAZARDOUS MATERIALS EXEMPTIONS<sup>a</sup>**

MATERIAL CLASSIFICATION	OCCUPANCY OR APPLICATION	EXEMPTION
Flammable and combustible liquids and gases	Cleaning establishments with combustible liquid solvents	<i>[Existing text to remain]</i> <u>See also International Fire Code Chapter 21, Dry Cleaning Plant provisions.</u>
		<i>[Existing text to remain]</i>

*[Remainder unchanged]*

**\*\*Section 403.1, Exception 3; amend to read as follows:**

3. The open-air portion of a building... *[remainder unchanged]*

**\*\*Section 403.3, Automatic Sprinkler System; delete Exception.**

**\*\*Section 403.3.2; amend to read as follows:**

**[F] 403.3.2 Water supply to required fire pumps.** In buildings that are more than ~~420~~ 120 feet (36.5 m) in building height, ~~and buildings of Type IVA and IVB construction that are more than 120 feet (36.6 m) in building height,~~ required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

**Exception:** *[Text unchanged]*

**\*\*Section 406.3.3.1 Carport separation; add sentence to read as follows:**

A fire separation is not required between a Group R-2 and U carport provided that the carport is entirely open on all sides and that the distance between the two is at least 10 feet (3048 mm).

**\*\*\*Section 503.1.; add sentence to read as follows:**

**503.1. General.** *[Existing text to remain]*

Where a building contains more than one distinct type of construction, the building shall comply with the most restrictive area, height, and stories, for the lesser type of construction or be separated by fire walls, except as allowed in Section 510.

**\*\*Table 506.2; delete footnote i.**

**\*\*Section 506.3.1; add sentence to read as follows:**

**506.3.1 Minimum percentage of perimeter.** *[Existing text to remain]*

In order to be considered as accessible, if not in direct contact with a street or fire lane, a minimum 10-foot-wide pathway meeting fire department access from the street or approved fire lane shall be provided.

**\*\*Section 708.4.3; add sentence to Exception 1 to read as follows:**

**708.4.3 Fireblocks and draftstops in combustible construction.** *[Body of text unchanged]*

**Exceptions:**

1. *[Existing text to remain]* Portions of buildings containing concealed spaces filled with noncombustible insulation as permitted for sprinkler omission shall not apply to this exception for draftstopping.  
*[Remainder unchanged]*

**\*\*Section 718.3; amend to read as follows:**

**718.3 Draftstopping in floors.** *[Body of text unchanged]*

**Exception:** Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1. and provided that in combustible construction, sprinkler protection is provided in the floor space.

**\*\*Section 718.4; amend to read as follows:**

**718.4 Draftstopping in attics.** *[Body of text unchanged]*

**Exception:** Buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1 and provided that in combustible construction, sprinkler protection is provided in the attic space.

**\*\*Section 901.6.1.1; add to read as follows:**

**901.6.1.1 Standpipe Testing.** Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

1. The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.
2. For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the *fire code official*) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There is no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.
3. Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.
4. If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the *fire code official*.
5. Upon successful completion of standpipe test, place a blue tag (as per Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check-marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
6. The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (*fire code official*) shall be followed.
7. Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.
8. Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected nighttime freezing conditions.
9. Contact the *fire code official* for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting

equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.

**\*\*\*Section 901.6.4; add to read as follows:**

**901.6.4 False Alarms and Nuisance Alarms.** False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

**\*\*Section 903.1.1; amend to read as follows:**

**903.1.1 Alternative Protection.** Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted ~~instead of~~ in addition to automatic sprinkler protection where recognized by the applicable standard ~~and, or as~~ approved by the fire code official.

**\*\*Section 903.2; amend to read as follows; delete Exception.**

**903.2. Where required.** *[Existing text to remain]* Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.

**\*\*\*Section 903.2.2.1; amend to read as follows:**

**903.2.2.1 Ambulatory care facilities.** *[Body of text unchanged]*

**Exception:** Unless otherwise required by this code, floors classified as an open parking garage are not required to be sprinklered.

**\*\*Section 903.2.4.2; amend to read as follows:**

**903.2.4.2 Group F-1 distilled spirits.** An automatic sprinkler system shall be provided throughout a Group F-1 fire area used for the manufacture of distilled spirits involving more than 120 gallons of distilled spirits (>20% alcohol) in the fire area at any one time.

**\*\*Section 903.2.9.3; amend to read as follows:**

**903.2.9.3 Group S-1 distilled spirits or wine.** An automatic sprinkler system shall be provided throughout a Group S-1 fire area used for the bulk storage of distilled spirits or wine involving more than 120 gallons of distilled spirits or wine (>20% alcohol) in the fire area at any one time.

**\*\*Section 903.2.9.4; delete Exception.**

**\*\*\*Section 903.2.9.5; add to read as follows:**

**903.2.9.5 Self-Service Storage Facility.** An automatic sprinkler system shall be installed throughout all self-service storage facilities. The minimum sprinkler system design shall be based on an Ordinary Hazard Group II classification, in accordance with NFPA 13 requirements.

Physical construction in compliance with open-grid ceilings as per NFPA 13, such as an open metal grid ceiling or chicken wire that does not obstruct the overhead sprinkler protection, shall be installed to prevent storage from exceeding the lower of either 12 feet above finished floor or 18 inches beneath standard sprinkler head deflectors. At least one sprinkler head shall be provided in each storage unit/room (additional sprinklers may be necessary for compliance with NFPA 13 spacing requirements), regardless of wall height or construction type separating such units.

***\*\*Section 903.2.11.3; amend to read as follows:***

**903.2.11.3 Buildings 55 35 feet or more in height.** An automatic sprinkler system shall be installed throughout buildings that have one or more stories ~~with an occupant load of 30 or more,~~ other than penthouses in compliance with Section 1510 of the International Building Code, located ~~55 35 feet (16 764 10 668 mm)~~ or more above the lowest level of fire department vehicle access, measured to the finished floor.

**Exception:** Occupancies in Group F-2.

***\*\*Section 903.2.11.7; add to read as follows:***

**903.2.11.7 High-Piled Combustible Storage.** For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 of the International Fire Code to determine if those provisions apply.

***\*\*Section 903.2.11.8; add to read as follows:***

**903.2.11.8 Spray Booths and Rooms.** New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

***\*\*Section 903.2.11.9; add to read as follows:***

**903.2.11.9 Buildings Over 6,000 sq. ft.** An automatic sprinkler system shall be installed throughout all buildings with a building area 6,000 sq. ft. or greater and in all existing buildings that are enlarged to be 6,000 sq. ft. or greater. For the purpose of this provision, fire walls shall not define separate buildings.

**Exception:** Open parking garages complying with 903.2.10.

***\*\*\*Section 903.3.1.1.1; amend to read as follows:***

**903.3.1.1.1 Exempt Locations.** When approved by the fire code official, automatic sprinklers shall not be required... [remainder unchanged].

1. A room or space where sprinklers constitute a serious life or fire hazard because of the nature of the contents, where approved by the fire code official.
2. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies

having a fire-resistance rating of not less than 2 hours.

- ~~3. Rooms or areas that are of noncombustible construction with wholly noncombustible contents.~~
- ~~4. Fire service access—Elevator machine rooms, and machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.~~
- ~~5. Machine rooms, machinery spaces, control rooms and control spaces associated with occupant evacuation elevators designed in accordance with Section 3008 of the International Building Code.~~

**\*\*\*Section 903.3.1.1.4; add to read as follows:**

**903.3.1.1.4 Dry pipe sprinkler systems.** Dry pipe sprinkler systems protecting fire areas of Type V construction shall be required to meet the 60 second water delivery time, per NFPA 13, to the system test connection regardless of the system size, unless more stringent criteria are applicable in NFPA 13, and all dry pipe sprinkler systems shall be trip tested to flow/discharge water to verify compliance with this requirement, unless otherwise approved by the fire code official.

**\*\*\*Section 903.3.1.2.2; amend to read as follows:**

**903.3.1.2.2 Corridors and balconies in the means of egress.** Sprinkler protection shall be provided in all corridors and for all balconies. ~~in the means of egress where any of the following conditions apply: [Delete the remainder of this section]~~

**\*\*Section 903.3.1.2.3; delete section and replace as follows:**

**903.3.1.2.3 Attached Garages and Attics.** Sprinkler protection is required in attached garages, and in the following attic spaces:

1. Attics that are used or intended for living purposes or storage shall be protected by an automatic sprinkler system.
2. Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. Attic spaces of buildings that are two or more stories in height above grade plane or above the lowest level of fire department vehicle access.
4. Group R-4, Condition 2 occupancy attics not required by Item 1 or 3 to have sprinklers shall comply with one of the following:
  - 4.1. Provide automatic sprinkler system protection.
  - 4.2. Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.
  - 4.3. Construct the attic using noncombustible materials.
  - 4.4. Construct the attic using fire-retardant-treated wood complying with Section 2303.2 of the International Building Code.
  - 4.5. Fill the attic with noncombustible insulation.

***\*\*Section 903.3.1.3; amend to read as follows:***

**903.3.1.3 NFPA 13D Sprinkler Systems.** *Automatic sprinkler systems* installed in one- and two-family *dwelling*s; Group R-3; Group R-4, Condition 1; and *townhouses* shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

***\*\*Section 903.3.1.4; add to read as follows:***

**[F] 903.3.1.4 Freeze protection.** Freeze protection systems for automatic fire sprinkler systems shall be in accordance with the requirements of the applicable referenced NFPA standard and this section.

**903.3.1.4.1 Attics.** Only dry-pipe, preaction, or listed antifreeze automatic fire sprinkler systems shall be allowed to protect attic spaces.

**Exception:** Wet-pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and
2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and
3. The attic space is a part of the building's thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.

**903.3.1.4.2 Heat trace/insulation.** Heat trace/insulation shall only be allowed where approved by the fire code official for small sections of large diameter water-filled pipe.

***\*\*Section 903.3.5; add a second paragraph to read as follows:***

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective standards; however, every water-based fire protection system shall be designed with a 10 psi safety factor. Reference Section 507.4 for additional design requirements.

***\*\*\*Section 903.3.9; amend to read as follows:***

**903.3.9 High-rise Building floor control valves.** *Approved supervised indicating control valves* shall be provided at the point of connection to the riser ~~on each floor in high-rise buildings~~ as indicated below:

1. In high-rise buildings, floor control assemblies shall be located in protected stairwells, or as otherwise approved by the fire code official.
2. In all other buildings, floor control assemblies shall be located as approved by the fire code official.



**\*\*Section 903.4.1; amend to read as follows:**

**903.4.1 Electronic supervision.** *[Existing text and Exceptions to remain]*

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. Reference Section 903.3.9 for required floor control assemblies. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

**\*\*Section 903.4.3; add second paragraph to read as follows:**

The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

**\*\*\*Section 905.3.8; add to read as follows:**

**905.3.8 Buildings Exceeding 10,000 sq. ft.** In buildings exceeding 10,000 square feet in area per story and where any portion of the building's interior area is more than 200 feet (60960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I standpipes shall be provided.

**\*\*\*Section 905.4; amend Item 5 and add Item 7 to read as follows:**

5. Where the roof has a slope less than 4 units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way hose connection shall be located to serve the roof or at the highest landing of an interior exit stairway with stair access to the roof provided in accordance with Section 1011.12.
6. *[No change]*
7. When required by this Chapter, standpipe connections shall be placed adjacent to all required exits to the structure and at two hundred feet (200') intervals along major corridors thereafter, or as otherwise approved by the fire code official.

**\*\*\*Section 905.8; amend to read as follows:**

**905.8 Dry standpipes.** Dry standpipes shall not be installed.

**Exception:** Where subject to freezing and in accordance with NFPA 14. Additionally, manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low Supervisory alarm.

**\*\*Section 905.9; amend to read as follows:**

**905.9 Valve supervision.** *[Existing text and Exceptions to remain]*

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. Reference Section 903.3.9 for required floor control assemblies. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

**\*\*Section 906.1 Item 1; delete Exception 3.**

**\*\* Section 907.1.4; add to read as follows:**

**907.1.4 Design Standards.** Where a new fire alarm system is installed, the devices shall be addressable.

**\*\*Section 907.2.1; amend to read as follows:**

**907.2.1 Group A.** A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies ~~where the having an occupant load due to the assembly occupancy is~~ of 300 or more persons, or where the ~~Group A~~ occupant load is more than 100 persons above or below the *lowest level of exit discharge*. Group A occupancies not separated from one another in accordance with Section 707.3.10 of the International Building Code shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.

**Exception:** *[No change]*

**\*\*Section 907.2.3; amend to read as follows:**

**907.2.3 Group E.** A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100' open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

**Exceptions:**

1. *[No change]*

1.1 Residential in-home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2 1/2 or less years of age, see Section 907.2.6.)

*[No change to remainder of Exceptions]*

**\*\*Section 907.2.10.1; amend to read as follows:**

**907.2.10.1 Public- and self-storage occupancies.** A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public- and self-storage occupancies ~~three stories or greater in height~~ for interior corridors and interior common areas. Visible notification appliances are not required within storage units.

Exception: *[No change]*

**\*\*Section 907.2.13, Exception 3; amend to read as follows:**

3. Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.

**\*\*Section 907.4.2.7; add to read as follows:**

**907.4.2.7 Type.** Manual alarm initiating devices shall be an approved double action type.

**\*\*Section 907.6.1.1; add to read as follows:**

**907.6.1.1 Wiring Installation.** All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four feet separation horizontal and one foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device may be wired Class B, provided the distance from the interface device to the initiating device is ten feet or less.

**\*\*Section 907.6.3; delete all four Exceptions.**

**\*\*Section 907.6.6; amend to read as follows:**

**907.6.6 Monitoring.** *[Existing text and Exceptions to remain]*

See 907.6.3 for the required information transmitted to the supervising station.

**\*\*Section 910.2.3; add to read as follows:**

**910.2.3 Group H.** Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m<sup>2</sup>) in single floor area.

**Exception:** Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

**Exception:** Buildings of noncombustible construction containing only noncombustible materials.

**\*\*Section 910.4.3.1; amend to read as follows:**

**910.4.3.1 Makeup Air.** Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be ~~manual or~~ automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m<sup>2</sup> per 0.4719 m<sup>3</sup>/s) of smoke exhaust.

**\*\*Section 912.2.3; add to read as follows:**

**912.2.3 Hydrant Distance.** An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path.

**[C] \*\*Section 913.2.1.1; add to read as follows:**

**913.2.1.1 Access to fire pump rooms.** When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. – 8 in. in height, regardless of any interior doors that are provided. A key box shall be provided at this door, as required by International Fire Code Section 506.1.

**Exception:** When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by International Fire Code Section 506.1.

**\*\*\*Section 915; delete and replace to read as follows:**

## **Section 915: Carbon Monoxide (CO) Detection**

**915.1 General.** New and existing buildings shall be provided with carbon monoxide (CO) detection in accordance with Sections 915.2 through 915.5.

**915.2 Where required.** Carbon monoxide detection shall be provided in interior spaces, other than dwelling units or sleeping units, that are exposed to a carbon monoxide source in accordance with Sections 915.2.1 through 915.2.3. Carbon monoxide detection for dwelling units or sleeping units that are exposed to a carbon monoxide source shall be in accordance with Section 915.2.4.

**915.2.1 Interior spaces with direct carbon monoxide sources.** In all occupancies, interior spaces with a direct carbon monoxide source shall be provided with carbon monoxide detection located in close proximity to the direct carbon monoxide source and in accordance with Section 915.3.

**Exception:** Where environmental conditions in an enclosed space are incompatible with carbon monoxide detection devices, carbon monoxide detection shall be provided in an approved adjacent location.

**915.2.2 Interior spaces adjacent to a space containing a carbon monoxide source.** In Groups A, B, E, I, M and R Occupancies, interior spaces that are separated from and adjacent to an enclosed parking garage or an interior space that contains a direct carbon monoxide source shall be provided with carbon monoxide detection if there are communicating openings between the spaces. Detection devices shall be located in close proximity to communicating openings on the side that is furthest from the carbon monoxide source and in accordance with Section 915.3

**Exceptions:**

1. Where communicating openings between the space containing a direct carbon monoxide source and the adjacent space are permanently sealed airtight, carbon monoxide detection is not required for the adjacent space.
2. Where the fire code official determines that the volume or configuration of the adjacent interior space is such that dilution or geometry would diminish the effectiveness of carbon monoxide detection devices located in such spaces, detection devices additional to those required by Section 915.2.1 shall be located on the side of communicating openings that is closest to the carbon monoxide source.

**915.2.3 Interior spaces with forced-indirect carbon monoxide sources.** In all occupancies, interior spaces with a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with either of the following:

1. Detection in each space with a forced-indirect carbon monoxide source, located in accordance with Section 915.3.
2. Detection only in the first space served by the main duct leaving the forced-indirect carbon monoxide source, located in accordance with Section 915.3, with an audible and visual alarm signal provided at an approved location.

**915.2.4 Dwelling units and sleeping units.** Carbon monoxide detection for dwelling units and sleeping units shall comply with Sections 915.2.4.1 and 915.2.4.2.

**915.2.4.1 Direct carbon monoxide sources.** Where a direct carbon monoxide source is located in a bedroom or sleeping room, or a bathroom attached to either,

carbon monoxide detection shall be installed in the bedroom or sleeping room. Where carbon monoxide detection is not installed in bedrooms or sleeping rooms, carbon monoxide detection shall be installed outside of each separate sleeping area in close proximity to bedrooms or sleeping rooms for either of the following conditions:

1. The dwelling unit or sleeping unit has a communicating opening to an attached, enclosed garage.
2. A direct carbon monoxide source is located in the dwelling unit or sleeping unit outside of bedrooms or sleeping rooms.

**915.2.4.2 Forced-indirect carbon monoxide sources.** Bedrooms or sleeping rooms in dwelling units or sleeping units that are exposed to a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with Section 915.2.4.1 or Section 915.2.3.

**915.3 Location of detection devices.** Carbon monoxide detection devices shall be installed in accordance with manufacturer's instructions in a location that avoids dead air spaces, turbulent air spaces, fresh air returns, open windows, and obstructions that would inhibit accumulation of carbon monoxide at the detection location. Carbon monoxide detection in air ducts or plenums shall not be permitted as an alternative to required detection locations.

**915.4 Permissible detection devices.** Carbon monoxide detection shall be provided by a carbon monoxide detection system complying with Section 915.4.2 unless carbon monoxide alarms are permitted by Sections 915.4.1.

**915.4.1 Carbon monoxide alarms.** Carbon monoxide alarms complying with Sections 915.4.1.1 through 915.4.1.3 shall be permitted in lieu of a carbon monoxide detection system in both of the following:

1. Dwelling units and sleeping units.
2. Locations other than dwelling units or sleeping units, where approved, provided that the manufacturer's instructions do not prohibit installation in locations other than dwelling units or sleeping units and that the alarm signal for any carbon monoxide alarm installed in a normally unoccupied location is annunciated by an audible and visual signal in an approved location.

**915.4.1.1 Power source.** In buildings with a wired power source, carbon monoxide alarms shall receive their primary power from a permanent connection to building wiring, with no disconnecting means other than for overcurrent protection, and shall be provided with a battery backup. In buildings without a wired power source, carbon monoxide alarms shall be battery powered.

**Exception:** For existing buildings not previously required to have carbon monoxide alarms permanently connected to a wired power source, existing battery-powered and plug-in with battery backup carbon monoxide alarms shall be permitted to remain in service. When replaced, replacement with battery-powered and plug-in with battery backup carbon monoxide alarms shall be permitted.

**915.4.1.2 Listings.** Carbon monoxide alarms shall be listed in accordance with UL 2034. Combination carbon monoxide/smoke alarms shall also be listed in accordance with UL 217.

**915.4.1.3 Interconnection.** Where more than one carbon monoxide alarm is installed, actuation of any alarm shall cause all of the alarms to signal an alarm condition.

**915.4.2 Carbon monoxide detection systems.** Carbon monoxide detection systems shall be installed in accordance with NFPA 72.

**915.4.2.1 Fire alarm system integration.** Where a building fire alarm system or combination fire alarm system, as defined in NFPA 72, is installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to the fire alarm system. Where a building fire alarm system or a combination fire alarm system is not installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to a carbon monoxide detection system complying with NFPA 72.

**915.4.2.2 Listings.** Carbon monoxide detectors shall be listed in accordance with UL 2075. Combination carbon monoxide/smoke detectors shall be listed in accordance with UL 268 and UL 2075.

**915.4.2.3 Alarm notification.** For other than Group E Occupancies, activation of a carbon monoxide detector shall initiate alarm notification in accordance with any of the following:

- 1. An audible and visible alarm notification throughout the building and at the control unit.**
- 2. Where specified in an approved fire safety plan, an audible and visible alarm in the signaling zone where the carbon monoxide has been detected and other signaling zones specified in the fire safety plan, and at the control unit.**
- 3. Where a sounder base is provided for each detector, an audible alarm at the activated carbon monoxide detector and an audible and visible alarm at the control unit.**

For Group E Occupancies having an occupant load of 30 or less, alarm notification shall be provided in an on-site location staffed by school personnel or in accordance with the notification requirements for other occupancies. For Group E occupancies having an occupant load of more than 30, an audible and visible alarm shall be provided in an on-site location staffed by school personnel.

**915.5 Maintenance.** Carbon monoxide alarms and carbon monoxide detection systems shall be maintained in accordance with NFPA 72 and the manufacturer's instructions. Carbon monoxide alarms and carbon monoxide detectors that become inoperable or begin producing end-of-life signals shall be replaced.

**\*\*Section 1006.2.1 amend to read as follows:**

**1006.2.1 Egress based on occupant load and common path of egress travel distance.** *[Existing text to remain]*

3. Unoccupied rooftop mechanical rooms and *penthouses* are not required to comply with the common path of egress travel distance measurement.

**\*\*Table 1010.2.4; amend to read as follows:**

**Column 1, Row 1:** Group B, F, M or S occupancies with occupant load less than 50.

**Column 1, Row 2:** Group A, B, F, M or S occupancies where the building is equipped...  
*[Remainder unchanged]*

**\*\*Section 1020.2; amend to read as follows:**

**1020.2 Construction.** *[Existing text to remain]*

6. In unsprinklered group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke-detection within the corridor. The actuation of any detector must activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors must be connected to an approved automatic fire alarm system where such system is provided.

**\*\*Section 1030.1.1.1; delete.**

**\*\*Section 1101.1; amend to read as follows:**

**1101.1 Scope.** *[Existing text to remain]*

**Exception:** Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.



***\*\*Section 1612 and subsections; delete.***

***\*\*Add Section 2702.5 to read as follows:***

**2702.5 Designated Critical Operations Areas (DCOA):** In areas within a facility or site requiring continuous operation for the purpose of public safety, emergency management, national security or business continuity, the power systems shall comply with NFPA 70 Article 708.

***\*\*Section 2901.1; add a sentence to read as follows:***

**[P] 2901.1 Scope.** *[Existing text to remain]* The provisions of this Chapter are meant to work in coordination with the provisions of Chapter 4 of the International Plumbing Code. Should any conflicts arise between the two chapters, the building official shall determine which provision applies.

***\*\*Section 2902.1; amend to read as follows:***

**2902.1 Minimum number of fixtures.** *[Existing text to remain]*

In other than E Occupancies, the minimum number of fixtures in Table 2902.1 may be lowered, if requested in writing by the applicant, stating reasons for a reduced number and approved by the building official.

***\*\*Table 2902.1; add footnote g to read as follows:***

g. Drinking fountains are not required in M Occupancies with an occupant load of 100 or less, B Occupancies with an occupant load of 25 or less, and for dining and/or drinking establishments.

***[C] \*\*Section 2902.1.4; add to read as follows:***

**2902.1.4 Additional fixtures for food preparation facilities.** In addition to the fixtures required in this Chapter, all food service facilities shall be provided with additional fixtures set out in this section.

**2902.1.4.1 Hand washing lavatory.** At least one hand washing lavatory shall be provided for use by employees that is accessible from food preparation, food dispensing and ware washing areas. Additional hand washing lavatories may be required based on convenience of use by employees.

**2902.1.4.2 Service sink.** In new or remodeled food service establishments, at least one service sink or one floor sink shall be provided so that it is conveniently located for the cleaning of mops or similar wet floor cleaning tool and for the disposal of mop water and similar liquid waste. The location of the service sink(s) and/or mop sink(s) shall be approved by the Environmental Services department.

***\*\*\*Section 3002.1; amend to read as follows:***

### **3002.1 Hoistway enclosure protection.**

A hoistway for elevators, dumbwaiters and other vertical-access devices shall comply with Sections 712 and 713. Where the hoistway is required to be enclosed, it shall be constructed as a shaft enclosure in accordance with 713. Refer to 712.1.10 for elevators in parking garages.

#### **Exception:**

1. Elevators completely located within atriums shall not require hoistway enclosure protection.

**\*\*\*Section 3004.2.1; amend to read as follows:**

### **3004.2.1 Enclosure.**

Escalator floor openings shall be enclosed with shaft enclosures complying with Section 712 and 713.

**\*\*\*Section 3005.4; delete Exceptions and add two new Exceptions to read as follows:**

### **3005.4 Machine rooms, control rooms, machinery spaces and control spaces.**

*[Existing text to remain]*

#### **Exceptions:**

1. For other than FSAE and occupant evacuation elevators, elevator machine rooms, control rooms, machinery spaces and control spaces completely located within atriums shall not require enclosure protection.
2. For other than FSAE and occupant evacuation elevators, elevator machine rooms, control rooms, machinery spaces and control spaces in open or enclosed parking garages that serve only the parking garage, shall not require enclosure protection.

**\*\*Section 3005.5.1; add to read as follows:**

### **3005.5.1 Fire protection in machine rooms, control rooms, machinery spaces and control spaces.**

**3005.5.1.1 Automatic sprinkler system.** The building shall be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1, except as otherwise permitted by Section 903.3.1.1.1 and as prohibited by Section 3005.5.1.1.1.

**3005.5.1.1.1 Prohibited locations.** Automatic sprinklers shall not be installed in machine rooms, elevator machinery spaces, control rooms, control spaces and elevator hoistways.

**3005.5.1.1.2 Automatic sprinkler system monitoring.** The automatic sprinkler system shall have a sprinkler control valve supervisory switch and water-flow

initiating device provided for each floor that is monitored by the building's fire alarm system.

**3005.5.1.2 Water protection.** An approved method to prevent water from infiltrating into the hoistway enclosure from the operation of the automatic sprinkler system outside the elevator lobby shall be provided.

**3005.5.1.3 Omission of Shunt trip.** Means for elevator shutdown in accordance with Section 3005.5 shall not be installed.

***\*\*Add Section 3005.7 to read as follows:***

**3005.7 Storage.** Storage shall not be allowed within the elevator machine room, control room, machinery spaces or control spaces. Provide approved signage at each entry to the above listed locations stating: "No Storage Allowed".

***\*\*Section 3006.2, Item 5; amend to read as follows:***

5. The building is a high rise and the elevator hoistway is more than ~~75 feet (22 860 mm)~~ 55 feet (16 764 mm) in height. The height of the hoistway shall be measured from the lowest floor at or above grade to the highest floors served by the hoistway.

***\*\*Section 3007.3; amend to read as follows:***

**3007.3 Water Protection.** Water from the operation of an automatic sprinkler system outside the ~~enclosed~~ elevator lobby shall be prevented from infiltrating into the hoistway enclosure in accordance with an approved method.

***\*\*Section 3008.3; amend to read as follows:***

**3008.3 Water Protection.** Water from the operation of an automatic sprinkler system outside the ~~enclosed~~ elevator lobby shall be prevented from infiltrating into the hoistway enclosure in accordance with an approved method.

***[C] \*\*\*Section 3302.1; amend to read as follows:***

**3302.1 Site safety plan.** Where required by the code official...[remainder unchanged]

***END"***

## **SECTION 4.**

**Section 150.015 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.015. THE 2024 EDITION OF THE INTERNATIONAL RESIDENTIAL CODE ADOPTED.**

- (a) The International Residential Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the residential code of the City of Carrollton, and is made a part hereof, as amended.
- (b) One (1) copy of the 2024 edition of the International Residential Code, marked Exhibit “B”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Residential Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

**SECTION 5.**

**Section 150.016 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.016. AMENDMENTS.**

***\*\*Section R101.1; amend to read as follows:***

**R101.1 Title.** These regulations shall be known as the *Residential Code for One- and Two-family Dwellings* of the City of Carrollton, and shall be cited as such and will be referred to herein as “this code.”

***\*\*Section R102.4; amend to read as follows:***

**R102.4 Referenced codes and standards.** The *codes*, when specifically adopted, and standards referenced in this *code* shall be considered part of the requirements of this *code* to the prescribed extent of each such reference and as further regulated in Sections R102.4.1 and R102.4.2. Whenever amendments have been adopted to the referenced *codes* and standards, each reference to said *code* and standard shall be considered to reference the amendments as well. Any reference made to NFPA 70 or the Electrical Code shall mean the National Electrical Code as adopted.

***[C] \*\*Section R103; amend to read as follows:***

**Section R103: ~~Code compliance agency~~ Building Inspection**

***[C] \*\*Section R103.1; amend to read as follows:***

**R103.1 Creation of enforcement agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *building official*. [Remainder unchanged]

**\*\*Section R104.2.3.1; delete.**

**\*\*Section R104.3.1; delete.**

**\*\*\*Section R104.7; amend to read as follows:**

**R104.7 Official records.** The building official shall keep official records as required in Sections R104.7.1 through R104.7.5. Such official records shall be retained for ~~not less than 5 years or for~~ as long as the building or structure to which such records relate remains in existence, unless otherwise provided by other regulations.

**[C] \*\*Section R105.2, Item 1; amend to read as follows:**

1. Other than *storm shelters*, one-story detached *accessory structures*, provided that the floor area does not exceed ~~200 square feet (18.58 m<sup>2</sup>)~~ 120 square feet (11.15 m<sup>2</sup>).

**[C] \*\*Section R105.2, Item 2; amend to read as follows:**

2. Fences ~~not over 7 feet (2134 mm) high~~ less than 20 feet (6096 mm) in length.

**[C] \*\*Section R105.2, Item 5; amend to read as follows:**

5. Sidewalks and driveways which are completely on private property.

**\*\*\*Section R105.3 Item 5; delete.**

**[C] \*\*\*Section R105.5.1, add to read as follows:**

**R105.5.1 Duration of permit.** The duration of a *permit* shall not exceed three years from the issuance date of the *permit*. The *building official* is authorized to grant, in writing, one or more extensions of time for additional periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

**\*\*Section R106.1.4; delete.**

**\*\*Section R109.1.3; delete.**

**[C] \*\*Section R110; amend to read as follows:**

**SECTION R110**  
**CERTIFICATE OF OCCUPANCY FINAL APPROVAL**

*[C] \*\*\*Section R110.1; amend to read as follows:*

**R110.1 Use and change of occupancy.** A *building* or structure shall not be used or occupied in whole or in part, and a *change of occupancy* of a *building* or structure or portion thereof shall not be made, until the *building official* has issued a ~~certificate of occupancy~~ final approval therefore as provided herein. Issuance of a ~~certificate of occupancy~~ final approval shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the *jurisdiction*. Certificates presuming to give authority to violate or cancel the provisions of this code or other ordinances of the *jurisdiction* shall not be valid.

*\*\*\*Section R110.2; delete.*

*\*\*\*Section R110.3; amend to read as follows:*

**R110.3 Temporary occupancy.** The *building official* is authorized to issue a temporary ~~certificate of occupancy~~ approval before the completion of the entire work covered by the *permit*, provided that such portion or portions shall be occupied safely. The *building official* shall set a time period during which the temporary ~~certificate of occupancy~~ approval is valid.

*\*\*\*Section R110.4; amend to read as follows:*

**R110.4 Revocation.** The *building official* is authorized to suspend or revoke a ~~certificate of occupancy~~ approval issued under the provisions of this code, in writing, wherever the ~~certificate~~ approval is issued in error, or on the basis of incorrect information supplied, or where it is determined that the *building* or structure or portion thereof is in violation of the provisions of this code or other ordinance of the *jurisdiction*.

*\*\*Section R202; amend definition of "Townhouse Unit" to read as follows:*

**TOWNHOUSE UNIT.** A single-family dwelling unit separated by property lines in a townhouse that extends from foundation to roof and that has a yard or public way on not less than two sides.

*\*\*\*Table R301.2; fill in as follows:*

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY <sup>f</sup>	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP <sup>e</sup>	ICE BARRIER UNDERLAYMENT <sup>h</sup>	FLOOD HAZARDS <sup>g</sup>	AIR FREEZING INDEX <sup>i</sup>	MEAN ANNUAL TEMP <sup>j</sup>
	Speed <sup>d</sup> (mph)	Topographic effects <sup>k</sup>	Special wind region <sup>l</sup>	Windborne debris zone <sup>m</sup>		Weathering <sup>a</sup>	Frost line depth <sup>b</sup>	Termite <sup>c</sup>					
8 lb/ft <sup>2</sup>	105 (3-sec gust) / 33 ft above ground Exposure C	No	No	No	A	Moderate	6"	Very Heavy	22°F	No	Local Code	150	64.9°F

*[Delete remainder of table Manual J Design Criteria and footnote N.]*

**\*\*Section R302.1; amend to read as follows:**

**R302.1 Exterior walls.**

*[Existing text to remain]*

6. Open non-combustible carport structures may be constructed when also approved within adopted ordinances.

**\*\*\*Section R302.2.6; delete Exception 6.**

**\*\*Section R302.5.1; amend to read as follows:**

**R302.5.1 Opening protection.** *[Existing text unchanged]* ~~Doors shall be self-latching and equipped with a self-closing or automatic-closing device.~~

**\*\*Section R306 and subsections; delete.**

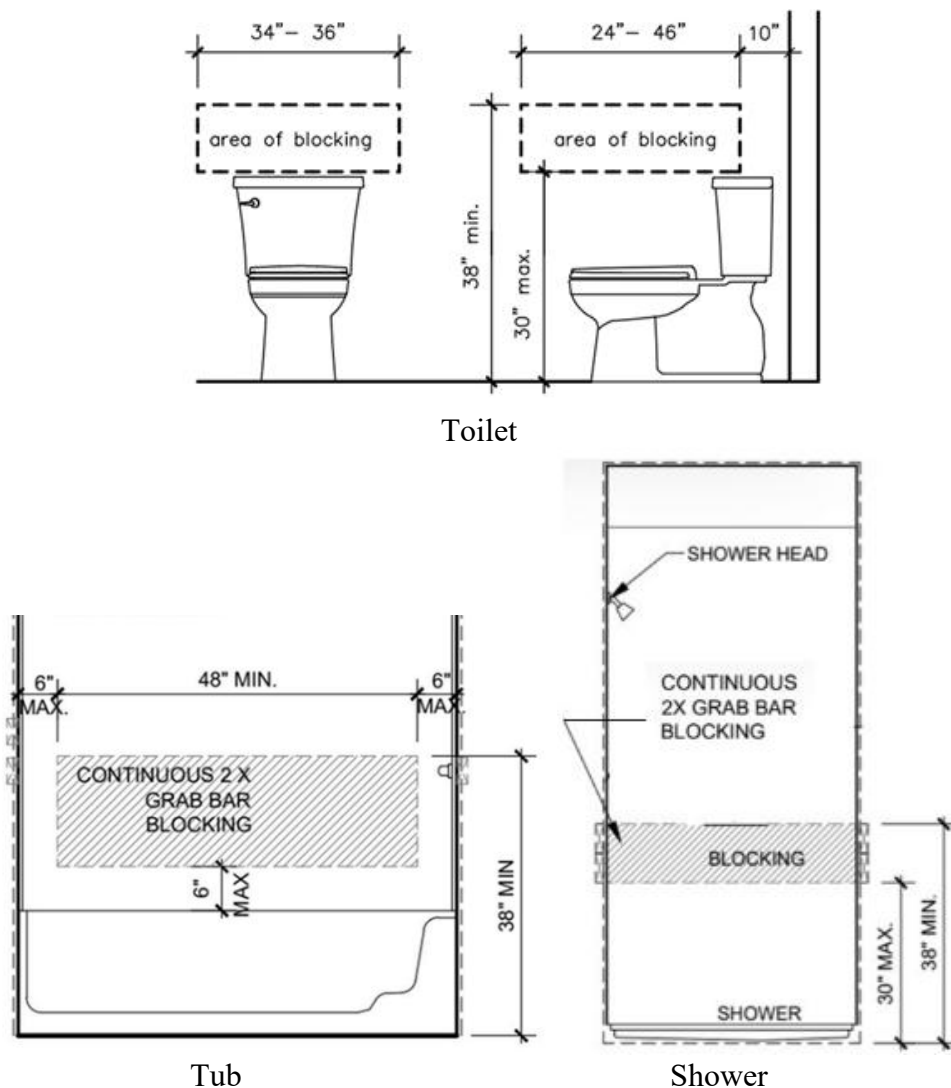
**\*\*Section R309.2 and R309.2.1; delete.**

**\*\*Section R325.2, Exception; amend to read as follows:**

**Exception:** *[Existing text unchanged]* Spaces containing only a water closet or water closet and a lavatory may be ventilated with an approved mechanical recirculating fan or similar device designed to remove odors from the air.

\*\*\*Section R327.3 and Figure R327.3; add to read as follows:

**Section R327.3 Blocking locations.** Required at one toilet at grade level with blocking installed at rear wall and, if available, one wall adjacent to toilet and at one tub or shower at grade level. Blocking as shown in Figure R327.3.

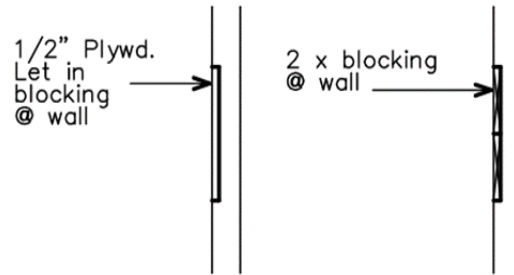


**FIGURE R327.3 BLOCKING LOCATIONS**

\*\*\*Section R327.4 and Figure R327.4; add to read as follows:

**Section R327.4 Wall blocking.** Blocking may be ½" plywood or 2 x solid wood blocking or equivalent, flush with wall as shown in Figure R327.4.





**FIGURE R327.4 WALL BLOCKING**

**[C] \*\*Section R328.1.1; add to read as follows:**

**R328.1.1 Adjacency to Structural Foundation.** Depth of the swimming pool and spa shall maintain a ratio of 1:1 from the nearest building foundation or footing of a retaining wall.

**Exception:** A ratio of less than 1:1 may be *approved* where supported by sealed engineered design drawings of the proposed new structure.

**\*\*Section R401.2; amend to read as follows:**

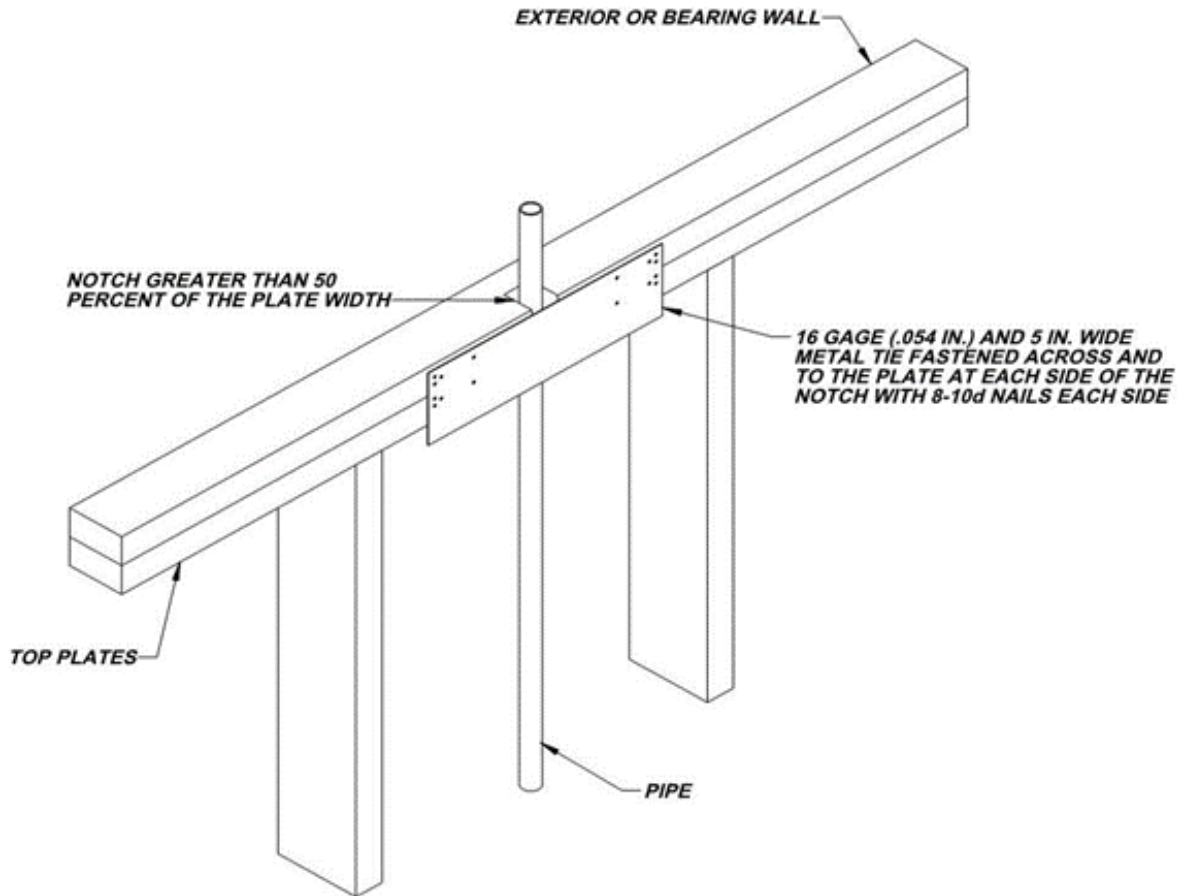
**R401.2. Requirements.** *[Existing text unchanged]*

Every foundation and/or footing, or any size addition to an existing post-tension foundation regulated by this code shall be designed and sealed by a Texas-registered engineer.

**\*\*Section R602.6.1 and Figure R602.6.1; amend to read as follows:**

**R602.6.1 Drilling and notching of top plate.** When piping or ductwork is placed in or partly in an exterior wall or interior *load-bearing wall*, necessitating cutting, drilling or notching of the top plate by more than 50 percent of its width, a galvanized metal tie not less than 0.054 inch thick (1.37 mm) (16 ga) and ~~1 1/2 inches (38 mm)~~ 5 inches (127 mm) wide shall be fastened across and to the plate at each side of the opening with not less than eight 10d (0.148 inch diameter) nails having a minimum length of 1 1/2 inches (38 mm) at each side or equivalent. Fasteners shall be offset to prevent splitting of the top plate material. The metal tie must extend not less than 6 inches past the opening. See Figure R602.6.1.

**Exception:** Where the entire side of the wall with the notch or cut is covered by *wood structural panel* sheathing.



**FIGURE R602.6.1 TOP PLATE FRAMING TO ACCOMMODATE PIPING**

**\*\*\*Table R603.7(2); amend footnotes to read as follows:**

- a. All screw sizes shown are minimum size, not to exceed 2 sizes larger.
- b. *[Delete]*
- c. *[Delete]*
- d. *[Existing text unchanged]*

**\*\*Add Section R703.8.4.1.2 to read as follows:**

**R703.8.4.1.2 Veneer Ties for Wall Studs.** In stud framed exterior walls, all ties may be anchored to studs as follows:

1. When studs are 16 in (407 mm) o.c., stud ties shall be spaced no farther apart than 24 in (737 mm) vertically starting approximately 12 in (381 mm) from the foundation; or
2. When studs are 24 in (610 mm) o.c., stud ties shall be spaced no farther apart than 16 in (483 mm) vertically starting approximately 8 in (254 mm) from the foundation.

**\*\*Section R1005.7; amend to read as follows:**

**R1005.7 Factory-built chimney offsets.** Where a factory-built chimney assembly incorporates offsets or where a fireplace manufacturer's instructions do not address factory-built chimney offsets, no part of the chimney shall be at an angle of more than 30 degrees (0.52 rad) from vertical at any point in the assembly and the chimney assembly shall not include more than four elbows.

**\*\*Section R1005.9; delete.**

**\*\*Chapter 11 [RE] – Energy Efficiency is deleted in its entirety; reference the 2024 IECC for energy code provisions and recommended amendments.**

**\*\*Section M1305.1.2; amend to read as follows:**

**M1305.1.2 Appliances in attics.** *[Existing text to remain]* Access to the attic space shall be provided by one of the following:

1. A permanent stair.
2. A pull-down stair with a minimum 300-lb (136-kg) capacity.
3. An access door from an upper floor level.

**Exceptions:**

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15 250 mm) in length.

**\*\*\*M1401.1.1; add to read as follows:**

**M1401.1.1 Air conditioning equipment.** All residential *dwelling units* shall be designed and installed with an air conditioning system with the ability to condition and maintain conditioned air 20 degrees below the ambient outside air temperature in all habitable spaces.

**\*\*\*Section M1411.9; amend to read as follows:**

**M1411.9 Condensate disposal.** Condensate from all cooling coils or evaporators shall be conveyed from the drain pan outlet to ~~an approved place of disposal~~ a sanitary sewer through a trap, by means of a direct or indirect drain. *[Remaining text unchanged]*

**\*\*Section M1411.9.1, amend to read as follows:**

**M1411.9.1 Auxiliary and secondary drain systems.**  
*[Existing text to remain]*

1. *[Existing text unchanged]*
2. *[Existing text unchanged]*
3. *[Existing text to remain]* A water level detection device may be installed only with prior approval of the building official.
4. *[Existing text to remain]* A water level detection device may be installed only with prior approval of the building official.

**\*\*Section M1411.9.1.1; add text to read as follows:**

**M1411.9.1.1 Water-level monitoring devices.** *[Existing text to remain]* A water level detection device may be installed only with prior approval of the building official.

**\*\*Section M1503.6; amend to read as follows:**

**M1503.6 Makeup air required.** Where one or more gas, liquid or solid fuel-burning appliance that is neither direct-vent nor uses a mechanical draft venting system is located within a dwelling unit's air barrier, each exhaust system capable of exhausting in excess of 400 cubic feet per minute (0.19 m<sup>3</sup>/s) shall be mechanically or passively provided with makeup air at a rate approximately ~~equal~~ to the difference between exhaust air rate and 400 cubic feet per minute. Such makeup air systems shall be equipped with not fewer than one damper complying with Section M1503.6.2.

**Exception:** Makeup air is not required for exhaust systems installed for the exclusive purpose of space cooling and intended to be operated only when windows or other air inlets are open. Where all appliances in the house are of sealed combustion, power-vent, unvented, or electric, the exhaust hood system shall be permitted to exhaust up to 600 cubic feet per minute (0.28 m<sup>3</sup>/s) without providing makeup air. Exhaust hood systems capable of exhausting in excess of 600 cubic feet per minute (0.28 m<sup>3</sup>/s) shall be provided with makeup air at a rate approximately equal to the difference between the exhaust air rate and 600 cubic feet per minute.

**\*\*Section M2005.2; amend to read as follows:**

**M2005.2 Prohibited locations.** Fuel-fired water heaters shall not be installed in a room used as a storage closet. Water heaters located in a bedroom or bathroom shall be installed in a sealed enclosure so that *combustion air* will not be taken from the living space. Access to such enclosure may be from the bedroom or bathroom when through a solid door, weather-stripped in accordance with the exterior door air leakage requirements of the International Energy Conservation Code and equipped with an approved self-closing device. Installation of direct-vent water heaters within an enclosure is not required.

**\*\*Section G2408.3 (305.5); delete.**

**\*\*Section G2415.2 (404.2); add a second paragraph to read as follows:**

Both ends of each section of medium pressure gas piping shall identify its operating gas pressure with an *approved* tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING: 1/2 to 5 psi gas pressure - Do Not Remove"

**\*\*Section G2415.12 (404.12); amend to read as follows:**

**G2415.12 (404.12) Minimum burial depth.** Underground *piping systems* shall be installed a minimum depth of ~~12 inches (305 mm)~~ 18 inches (457 mm) below grade, ~~except as provided for in Section G2415.12.1.~~

**\*\*Section G2415.12.1 (404.12.1); delete.**

**\*\*Section G2417.1 (406.1); amend to read as follows:**

**G2417.1 (406.1) General.** *[Existing text to remain]* The *permit* holder shall make the applicable tests prescribed in Sections 2417.1.1 through 2417.1.5 to determine compliance with the provisions of this code. The *permit* holder shall give reasonable advance notice to the *building official* when the piping system is ready for testing. The *equipment*, material, power and labor necessary for the inspections and test shall be furnished by the *permit* holder and the *permit* holder shall be responsible for determining that the work will withstand the test pressure prescribed in the following tests.

**\*\*Section G2417.4 (406.4); amend to read as follows:**

**G2417.4 (406.4) Test pressure measurement.** *[Existing text to remain]* ~~Mechanical gauges used to measure test pressures shall have a range such that the highest end of the scale is not greater than five times the test pressure.~~

**\*\*Section G2417.4.1 (406.4.1); amend to read as follows:**

**G2417.4.1 (406.4.1) Test pressure.** ~~The test pressure to be used shall be not less than 1-1/2 times the proposed maximum working pressure, but not less than 3 psig (20 kPa gauge), or at the discretion of the *code official*, the *piping* and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *piping* greater than 50 percent of the specified minimum yield strength of the pipe. For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 1/2"), a set hand, 1/10-pound incrementation and pressure range not to exceed 6 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 1/2"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 50 psi. For welded *piping*, and for *piping* carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (1/2 psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less~~

than ten (10) pounds per square inch (69.6 kPa). For *piping* carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one-half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

**\*\*Section G2417.4.2 (406.4.2); amend to read as follows:**

**G2417.4.2 (406.4.2) Test duration.** The test duration shall be ~~not less than 10 minutes~~ held for a length of time satisfactory to the *building official*, but in no case for less than fifteen (15) minutes. For welded piping, and for piping carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa), the test duration shall be held for a length of time satisfactory to the *building official*, but in no case for less than thirty (30) minutes.

**\*\*Section G2420.1.4 (409.1.4); add to read as follows:**

**G2420.1.4 (409.1.4) Valves in CSST installations.** Shutoff *valves* installed with corrugated stainless steel (CSST) *piping systems* shall be supported with an approved termination fitting, or equivalent support, suitable for the size of the *valves*, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12 inches from the center of the *valve*. Supports shall be installed so as not to interfere with the free expansion and contraction of the system's *piping*, fittings, and *valves* between anchors. All *valves* and supports shall be designed and installed so they will not be disengaged by movement of the supporting *piping*.

**\*\*Section G2420.5.1 (409.5.1); amend to read as follows:**

**G2420.5.1 (409.5.1) Located within the same room.** *[Existing text to remain]* A secondary shutoff valve must be installed within 3 feet (914 mm) of the firebox if appliance shutoff is located in the firebox.

**\*\*Section G2421.1 (410.1); amend to read as follows:**

**G2421.1 (410.1) Pressure regulators.** *[Existing text to remain]* Access to regulators shall comply with the requirements for access to *appliances* as specified in Section M1305.

**Exception:** A passageway or level service space is not required when the *regulator* is capable of being serviced and removed through the required *attic* opening.

**\*\*Section G2445.2 (621.2); amend to read as follows:**

**G2445.2 (621.2) Prohibited use.** *[Existing text to remain]*

**Exception:** Existing approved unvented room heaters may continue to be used in *dwelling units*, in accordance with the *code* provisions in effect when installed, when *approved by*

the building official unless an unsafe condition is determined to exist as described in International Fuel Gas Code Section 108.7.

**\*\*Section P2603.3; amend to read as follows:**

**P2603.3 Protection against corrosion.** Metallic piping, except for cast iron, ductile iron and galvanized steel, shall not be placed in direct contact with steel framing members, concrete or cinder walls and floors or other masonry. Metallic piping shall not be placed in direct contact with corrosive soil. Where sheathing is used to prevent direct contact, the sheathing shall have a thickness of not less than 0.008 inch (8 mil) (0.203 mm) and the sheathing shall be made of plastic approved material. Where sheathing protects piping that penetrates concrete or masonry walls or floors, the sheathing shall be installed in a manner that allows movement of the piping within the sheathing.

**\*\*Section P2603.5.1; amend to read as follows:**

**P2603.5.1 Sewer depth.** Building sewers that connect to private sewage disposal systems shall be a minimum of 12 inches (304 mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of 12 inches (304 mm) below grade.

**\*\*Section P2604.1.1; add to read as follows:**

**P2604.1.1 Plastic sewer and DWV piping installation.** Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions. Trench width shall be controlled to not exceed the outside the pipe diameter plus 16 inches or in a trench which has a controlled width equal to the nominal diameter of the piping multiplied by 1.25 plus 12 inches. The piping shall be bedded in 4 inches of granular fill and then backfilled compacting the side fill in 6-inch layers on each side of the piping. The compaction shall be to minimum of 85 percent standard proctor density and extend to a minimum of 6 inches above the top of the pipe.

**\*\*Section P2801.5.1; amend to read as follows:**

**Section P2801.5.1 Pan size and drain.** *[Existing text to remain]*

Multiple pan drains may terminate to a single discharge piping system when approved by the building official and permitted by the manufacturer's installation instructions and installed in accordance with those instructions. Where a pan drain was not previously installed, a pan drain shall not be required for a replacement water heater installation.

**\*\*Section P2804.6.1; amend to read as follows:**

**P2804.6.1 Requirements for discharge pipe.** The discharge piping serving a pressure relief valve, temperature relief valve or combination thereof shall:

1. *[Existing text to remain]*

2. Discharge through an *air gap* ~~located in the same room as the water heater.~~
3. *[Existing text to remain]*
4. Serve a single relief device and shall not connect to piping serving any other relief device or equipment.

**Exception:** Multiple relief devices may be installed to a single T & P discharge piping system when approved by the administrative authority and permitted by the manufactures installation instructions and installed with those instructions.

5. Discharge to ~~the floor, to the pan serving the water heater or storage tank, to a waste receptor~~ an approved location or to the outdoors.

*[Remainder unchanged]*

**\*\*Section P2902.5.3; amend to read as follows:**

**P2902.5.3 Lawn irrigation systems.** The potable water supply to lawn irrigation systems shall be protected against backflow by an atmospheric vacuum breaker, a pressure vacuum-breaker assembly, a double-check assembly, or a reduced pressure principle backflow prevention assembly. Valves shall not be installed downstream from an atmospheric vacuum breaker. Where chemicals are introduced into the system, the potable water supply shall be protected against backflow by a reduced pressure principle backflow prevention assembly.

**\*\*Section P3003.9.2; amend to read as follows:**

**P3003.9.2 Solvent cementing.** Joint surfaces shall be clean and free from moisture. A purple primer, or other approved primer, that conforms to ASTM F656 shall be applied. Solvent cement not purple in color and conforming to ASTM D2564, CSA B137.3, CSA B181.2 or CSA B182.1 shall be applied to all joint surfaces. The joint shall be made while the cement is wet, and shall be in accordance with ASTM D2855. Solvent-cement joints shall be ~~installed~~ permitted above or below ground.

*[Delete Exceptions]*

**\*\*Section P3111 and subsections; delete.**

**\*\*Section P3112.2; delete and replace to read as follows:**

**P3112.2 Installation.** Traps for island sinks and similar equipment shall be roughed in above the floor and may be vented by extending the vent as high as possible, but not less than the drainboard height and then returning it downward and connecting it to the horizontal sink drain immediately downstream from the vertical fixture drain. The return vent shall be connected to the horizontal drain through a wye-branch fitting and shall, in addition, be provided with a foot vent taken off



the vertical fixture vent by means of a wye-branch immediately below the floor and extending to the nearest partition and then through the roof to the open air or may be connected to other vents at a point not less than six (6) inches (152 mm) above the flood level rim of the fixtures served. Drainage fittings shall be used on all parts of the vent below the floor level and a minimum slope of one-quarter (1/4) inch per foot (20.9 mm/m) back to the drain shall be maintained. The return bend used under the drain-board shall be a one (1) piece fitting or an assembly of a forty-five (45) degree (0.79 radius), a ninety (90) degree (1.6 radius) and a forty-five (45) degree (0.79 radius) elbow in the order named. Pipe sizing shall be as elsewhere required in this Code. The island sink drain, upstream of the return vent, shall serve no other fixtures. An accessible cleanout shall be installed in the vertical portion of the foot vent.

***END”***

## **SECTION 6.**

**Section 150.020 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.020. THE 2024 EDITION OF THE INTERNATIONAL FIRE CODE ADOPTED.**

- (a) The International Fire Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the fire code of the City of Carrollton, and is made a part hereof, as amended.
- (b) One (1) copy of the 2024 edition of the International Fire Code, marked Exhibit “C”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Fire Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 7.**

**Section 150.021 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.021. AMENDMENTS.**

***[C] \*\*Section 101.1; amend to read as follows:***

**101.1 Title.** These regulations shall be known as the *Fire Code* of the City of Carrollton, hereinafter referred to as “this code.”

***\*\*Section 102.1; amend #3 to read as follows:***

3. Existing structures, facilities, and conditions when required in Chapter 11 or in specific sections of this code.

***[C] \*\*Section 103; amend to read as follows:***

**Section 103: ~~Code compliance agency~~ Fire Prevention**

***[C] \*\*Section 103.1; amend to read as follows:***

**103.1 Creation of agency.** The Fire Prevention Division of the Fire Department is hereby created and the official in charge thereof shall be known as the *fire code official*. *[Remainder unchanged]*

***\*\*\*Section 104.2.3; delete Exception.***

***\*\*\*Section 104.6; amend to read as follows:***

**104.6 Notices and orders.** The *fire code official* ~~shall~~ is authorized to issue necessary notices or orders to ensure compliance with this code. Notices of violations shall be in accordance with Section 113.

***\*\*\*Section 105.1; amend to read as follows:***

**105.1 General.** Permits shall be in accordance with Sections 105.1.1 through ~~105.6.25~~ 105.6.27.

***\*\*Section 105.3.3; amend to read as follows:***

**105.3.3 Occupancy prohibited before approval.** The building or structure shall not be occupied prior to the *fire code official* issuing a permit when required and conducting associated inspections indicating the applicable provisions of this code have been met.

***\*\*Section 105.6.26; add to read as follows:***

**105.6.26 Electronic access control systems.** Construction permits are required to install or modify an electronic access control system, as specified in Chapter 10. A separate construction permit is required for to install or modify a fire alarm system that may be connected to the access control system. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

***\*\*\*Section 105.6.27; add to read as follows:***

**105.6.27 Electric vehicle (EV) charging stations.** Construction permits are required to install or modify an electric vehicle charging station. Maintenance performed in accordance with this code is not considered to be a modification and does not require a permit.

**\*\*\*Section 108.3; delete.**

**\*\*\*Section 202; amend and add definitions to read as follows:**

**AMBULATORY CARE FACILITY.** Buildings or portions thereof used to provide medical, surgical, psychiatric, nursing, or similar care on a less than 24-hour basis to persons who are rendered incapable of self-preservation by the services provided ~~or staff has accepted responsibility for care recipients already incapable.~~ This group may include but not be limited to the following:

- Dialysis centers
- Sedation dentistry
- Surgery centers
- Colonic centers
- Psychiatric centers

**ASSISTED LIVING FACILITIES.** A building or part thereof housing persons, on a 24-hour basis, who because of age, mental disability or other reasons, live in a supervised residential environment which provides personal care services. The occupants are capable of responding to an emergency situation without physical assistance from staff.

**CARBON MONOXIDE SOURCE.** A piece of commonly used equipment or permanently installed appliance, fireplace or process that produces or emits carbon monoxide gas. A combustion process that has the potential to produce carbon monoxide as a product of combustion under normal or abnormal conditions. Carbon monoxide sources include, but are not limited to solid-, liquid-, or gas-fueled appliances, equipment, devices, or systems, such as fireplaces, furnaces, heaters, boilers, cooking equipment, and vehicles with internal combustion engines.

**CARBON MONOXIDE SOURCE, DIRECT.** A permanently installed carbon monoxide source that is located in an interior space.

**CARBON MONOXIDE SOURCE, INDIRECT.** A carbon monoxide source connected to an interior space by a forced air supply duct.

**FIRE WATCH.** A temporary measure intended to ensure continuous and systematic surveillance of a building or portion thereof by one or more qualified individuals or standby personnel when required by the fire code official, for the purposes of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the fire department.

**FIREWORKS.** Any composition or device for the purpose of producing a visible or an audible effect for entertainment purposes by combustion, *deflagration*, ~~or detonation~~, and/or activated by ignition with a match or other heat producing device that meets the definition of 1.3G fireworks or 1.4G fireworks. *[Remainder of text unchanged]*

**HIGH-PILED COMBUSTIBLE STORAGE.** *[Existing text to remain]* Any building classified as a group S Occupancy or Speculative Building exceeding 6,000 sq. ft. that has a clear height in

excess of 14 feet, making it possible to be used for storage in excess of 12 feet, shall be considered to be high-piled storage. When a specific product cannot be identified (speculative warehouse), a fire protection system and life safety features shall be installed as for Class IV commodities, to the maximum pile height.

**HIGH-RISE BUILDING.** A building with an occupied floor located more than ~~75~~ 55 feet (22 ~~860~~ 16 764 mm) above the lowest level of fire department vehicle access.

**REPAIR GARAGE.** A building, structure or portion thereof used for servicing or repairing motor vehicles. This occupancy shall also include garages involved in minor repair, modification and servicing of motor vehicles for items such as lube changes, inspections, windshield repair or replacement, shocks, minor part replacement, and other such minor repairs.

**SELF-SERVICE STORAGE FACILITY.** Real property designed and used to rent or lease individual storage spaces to customers to store and remove personal property on a self-service basis.

**STANDBY PERSONNEL.** Qualified fire service personnel, approved by the Fire Code Official. When utilized, the number required shall be as directed by the Fire Code Official. Charges for utilization shall be as normally calculated by the jurisdiction.

**UPGRADED OR REPLACED FIRE ALARM SYSTEM.** A fire alarm system that is upgraded or replaced includes, but is not limited to the following:

- Replacing one single board or fire alarm control unit component with a newer model
- Installing a new fire alarm control unit in addition to or in place of an existing one
- Conversion from a horn system to an emergency voice/alarm communication system
- Conversion from a conventional system to one that utilizes addressable or analog devices

The following are not considered an upgrade or replacement:

- Firmware updates
- Software updates
- Replacing boards of the same model with chips utilizing the same or newer firmware

**\*\*\*Section 203.2.3; amend to read as follows:**

**203.2.3 Associated with Group E occupancies.** A room or space used for assembly purposes that is associated with a Group E occupancy is not considered a separate occupancy, except when applying the assembly requirements of Chapters 10 and 11.

**\*\*\*Section 304.1.1; amend to read as follows:**

**304.1.1 Valet trash.** *[Existing text to remain]* Refer to Appendix O for further information.

**\*\*Section 307.1.1; amend to read as follows:**

**307.1.1 Prohibited open burning.** *Open burning shall be prohibited that is offensive or objectionable because of smoke emissions or when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.*

**Exception:** *[No change]*

**\*\*Section 307.2; amend to read as follows:**

**307.2 Permit Required.** A permit shall be obtained from the *fire code official* in accordance with Section 105.6 prior to kindling a fire for recognized silvicultural or range or wildlife management practices, prevention or control of disease or pests, or ~~a bonfire~~ *open burning*. Application for such approval shall only be presented by and permits issued to the *owner* of the land upon which the fire is to be kindled.

Examples of state or local law, or regulations referenced elsewhere in this section may include but not be limited to the following:

1. Texas Commission on Environmental Quality (TCEQ) guidelines and/or restrictions.
2. State, County, or Local temporary or permanent bans on *open burning*.
3. Local written policies as established by the *fire code official*.

**\*\*\*Section 307.3; amend to read as follows:**

**307.3 Extinguishment authority.** When *open burning* creates or adds to a hazardous or objectionable situation, or a required permit for *open burning* has not been obtained, the *fire code official* is authorized to order the extinguishment of the *open burning* operation by the permit holder, another responsible party, or the fire department.

**\*\*Section 307.4; amend to read as follows:**

**307.4 Location.** The location for open burning shall not be less than ~~50 300~~ feet (~~15 240 91 440~~ mm) from any structure, and provisions shall be made to prevent the fire from spreading to within ~~50 300~~ feet (~~15 240 91 440~~ mm) of any structure.

**Exceptions:** *[No change]*

**\*\*Section 307.4.1; amend to read as follows:**

**307.4.1 Bonfires.** A *bonfire* shall not be conducted within 50 feet (15 240 mm), or greater distance as determined by the *fire code official*, of a structure or combustible material, unless the fire is contained in a barbecue pit. Conditions that could cause a fire to spread within the required setback ~~50 feet (15 240 mm)~~ of a structure shall be eliminated prior to ignition.

**\*\*Section 307.4.3; amend to read as follows:**

**307.4.3 Portable outdoor fireplaces.** *[Existing text to remain]*

**Exceptions:**

1. Portable outdoor fireplaces used at one- and two-family *dwelling*s.
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system.

**\*\*Section 307.4.4; add to read as follows:**

**307.4.4 Permanent outdoor firepit.** Permanently installed outdoor firepits for recreational fire purposes shall not be installed within 10 feet of a structure or combustible material.

**Exception:** Permanently installed outdoor fireplaces constructed in accordance with the International Residential Code or International Building Code.

**\*\*Section 307.4.5; add to read as follows:**

**307.4.5 Trench burns.** Trench burns shall be conducted in air curtain trenches and in accordance with Section 307.2.

**\*\*Section 307.5; amend to read as follows:**

**307.5 Attendance.** *Open burning, trench burns, bonfires, recreational fires, and use of portable or permanent outdoor fireplaces or firepits shall be constantly attended until the fire is extinguished. [Remainder unchanged]*

**\*\*Section 308.1.6, Exception 3; amend to read as follows:**

3. Torches or flame-producing devices in accordance with Section 308.4 or 308.1.3.

**\*\*Section 308.1.7; amend to read as follows:**

**308.1.7 Sky Lanterns.** A person shall not release or cause to be released an ~~untethered~~ unmanned free-floating device containing an open flame or other heat source, such as but not limited to a sky lantern.

**\*\*\*Section 308.1.9; amend to read as follows:**

**308.1.9 Aisles and exits.** Candles or open flames shall be prohibited in areas where occupants stand, or in an *aisle* or *exit*.

**\*\*Section 308.1.11; add to read as follows:**

**308.1.1 Open-flame cooking devices.** Open-flame cooking devices shall comply with Section 4104.

**\*\*Section 311.5; amend to read as follows:**

**311.5 Placards.** The fire code official is authorized to require marking of any vacant or abandoned buildings or structures determined to be unsafe pursuant to Section 115 of this code relating to structural or interior hazards shall be marked as required by Section 311.5.1 through 311.5.5.

**\*\*\*Section 314.4; amend to read as follows:**

**314.4 Vehicles.** Electric, liquid-fueled, or gaseous-fueled vehicles, aircraft, boats, or other motor craft shall not be located indoors except as follows: [Existing text to remain]

5. Electric vehicles shall not be charged inside buildings or other structures, other than where approved in parking garages, or unless otherwise approved by the fire code official.

**[C] \*\*\*Section 323 and subsections; add to read as follows:**

**323 Electric vehicles (EVs).**

**323.1 Electric vehicle charging stations.** Electric vehicle (EV) charging stations shall not be located inside buildings and/or structures, except where approved for parking garage locations as per the National Electrical Code.

**323.1.1 Charging stations inside parking garage.** EV charging stations located in parking garages shall be located at grade level along the exterior perimeter walls and shall be within 150 feet of fire apparatus access roadway.

**323.1.2 Charging stations inside R-3 and R-4 occupancies.** Approved charging stations in the private garage shall have a listed heat alarm installed in the garage and interconnected to the smoke alarms inside the dwelling.

**323.2 Disconnect.** Locations containing electric vehicle charging stations shall be provided with a clearly identified and readily accessible emergency disconnect installed in an approved location.

The emergency disconnects for exterior electric vehicle charging stations shall be located within 100 feet (30 480 mm) of, but not less than 20 feet (6096 mm), from the charging stations, unless otherwise approved by the fire code official.

**323.2.1 Height.** The height of the emergency disconnect switch shall be not less than 42 inches (1067 mm) and not more than 48 inches (1219 mm) measured vertically, from the floor level to the activating button.

**323.2.2 Emergency disconnect sign.** Emergency disconnect devices shall be distinctly labeled as: "EMERGENCY ELECTRIC VEHICLE CHARGER DISCONNECT." Signs shall be placed in an approved location and shall consist of all of the following:

1. White reflective background with red letters.

2. Weather-resistant durable material.
3. Lettering not less than 2 inches (51 mm) high.
4. Permanently affixed to the building or structure in an approved manner.

**323.3 Damaged electric vehicle batteries.** Damaged electric vehicle batteries shall not be stored inside any building or structure, unless otherwise approved by the fire code official.

***\*\*Section 404.2.2; add Item 4.10 to read as follows:***

4.10. Fire protection system controls.

***\*\*\*Section 405.5; amend to read as follows:***

**405.5 Time.** The fire code official may require an evacuation drill at any time. Drills shall be held at unexpected times and under varying conditions to simulate the unusual conditions that occur in case of fire.

**Exceptions:**

1. [No change]
2. [No change]
3. Notification of teachers/staff having supervision of light- or sound-sensitive students/occupants, such as those on the autism spectrum, for the protection of those students/occupants, shall be allowed prior to conducting a drill.

***\*\*Section 501.4; amend to read as follows:***

**501.4 Timing of installation.** Where fire apparatus access roads or a water supply for fire protection are required to be installed for any structure or development, they shall be installed, tested, and approved prior to the time of which construction has progressed beyond completion of the foundation of any structure, such protection shall be installed and made serviceable prior to and during the time of construction except when approved alternative methods of protection are provided. Temporary street signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles in accordance with Section 505.2.

***\*\*Section 503.1.1; amend to read as follows:***

**503.1.1 Buildings and facilities.** *[Existing text to remain]*

Except for one- or two-family dwellings, the path of measurement shall be along a minimum of a 10 feet (3048 mm) wide unobstructed pathway around the external walls of the structure.

[No change to Exceptions]

***\*\*Section 503.2.1; amend to read as follows:***



**503.2.1 Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than ~~20-24 feet (6096 mm)~~ 7315 mm), exclusive of shoulders, except for *approved* security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than ~~13 feet 6 inches (4115 mm)~~ 14 feet (4267 mm).

**Exception:** Vertical clearance may be reduced; provided such reduction does not impair access by fire apparatus and *approved* signs are installed and maintained indicating the established vertical clearance when *approved*.

***\*\*Section 503.2.2; amend to read as follows:***

**503.2.2 Authority.** The *fire code official* shall have the authority to require ~~or permit modifications to the required~~ an increase in the minimum access widths and vertical clearances where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction.

***\*\*\*Section 503.2.3; amend to read as follows:***

**503.2.3 Surface.** Fire apparatus access roads shall be designed and maintained to support imposed loads of 85,000 lbs. for fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

***\*\*Section 503.3; amend to read as follows:***

**503.3 Marking.** ~~Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING — FIRE LANE Striping, signs, or other markings, when approved by the fire code official, shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated~~ Striping, signs and other markings shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

**(1) Striping** – Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6”) in width to show the boundaries of the lane. The words “NO PARKING FIRE LANE” or “FIRE LANE NO PARKING” shall appear in four inch (4”) white letters at 25-foot intervals on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.

**(2) Signs** – Signs shall read “NO PARKING FIRE LANE” or “FIRE LANE NO PARKING” and shall be 12” wide and 18” high. Signs shall be painted on a white background with letters and borders in red, using not less than 2” lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6’-6”) above finished grade. Signs shall be spaced not more than fifty feet (50’) apart along both sides of the fire lane. Signs may be installed on permanent buildings or walls or as approved by the Fire Chief.

***\*\*Section 503.4; amend to read as follows:***

**503.4 Obstruction of fire apparatus access roads.** *Fire apparatus access roads* shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 and any area marked as a fire lane as described in Section 503.3 shall be maintained at all times.

**\*\*Section 505.1; amend to read as follows:**

**505.1 Address Identification.** New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than ~~4 inches (102 mm)~~ 10 inches (254 mm) high with a minimum stroke width of 1/2 inch (12.7 mm). Where required by the *fire code official*, address numbers shall be provided in additional *approved* locations to facilitate emergency response. Where access is by means of a private road, buildings do not immediately front a street, and/or the building cannot be viewed from the public way, a monument, pole or other sign or with approved 6 inch (152.4 mm) height building numerals or addresses and 4 inch (101.6 mm) height suite/apartment numerals of a color contrasting with the background of the building or other approved means shall be used to identify the structure. Numerals or addresses shall be posted on a minimum 20 inch (508 mm) by 30 inch (762 mm) background on border. Address identification shall be maintained.

**Exception:** R-3 single family occupancies shall have approved numerals of a minimum 3 1/2 inches (88.9 mm) in height and a color contrasting with the background clearly visible and legible from the street fronting the property and rear alleyway where such alleyway exists.

**\*\*Section 507.4; amend to read as follows:**

**507.4 Water supply test date and information.** The water supply test used for hydraulic calculation of fire protection systems shall be conducted in accordance with NFPA 291 “Recommended Practice for Fire Flow Testing and Marking of Hydrants” and within one year of sprinkler plan submittal. The fire code official shall be notified prior to the water supply test. Water supply tests shall be witnessed by the fire code official, as required or approved documentation of the test shall be provided to the fire code official prior to final approval of the water supply system. The exact location of the static/residual hydrant and the flow hydrant shall be indicated on the design drawings. All fire protection plan submittals shall be accompanied by a hard copy of the waterflow test report, or as approved by the fire code official. The report must indicate the dominant water tank level at the time of the test and the maximum and minimum operating levels of the tank, as well, or identify applicable water supply fluctuation. The licensed contractor must then design the fire protection system based on this fluctuation information, as per Section 903.3.5 and the applicable referenced NFPA standard. Reference Section 903.3.5 for additional design requirements.

**Exception:** This exception is only applicable to the NFPA 291 fire hydrant flow test above. Water supply test information may be provided by the water authority via hydraulic water

model where approved by the *fire code official*. The water model report shall include the exact location of the water model node on the city's water supply piping, elevation, water supply fluctuation information, and all other pertinent water supply test information for fire protection design, as applicable.

***\*\*Section 507.5.4; amend to read as follows:***

**507.5.4 Obstruction.** Unobstructed access to fire hydrants shall be maintained at all times. Posts, fences, vehicles, growth, trash, storage and other materials or objects shall not be placed or kept near fire hydrants, fire department inlet connections or fire protection system control valves in a manner that would prevent such equipment or fire hydrants from being immediately discernible. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants.

***\*\*Section 509.1.2; add to read as follows:***

**509.1.2 Sign requirements.** Unless more stringent requirements apply, lettering for signs required by this section shall have a minimum height of 2 inches (50.8 mm) when located inside a building and 4 inches (101.6 mm) when located outside, or as approved by the *fire code official*. The letters shall be of a color that contrasts with the background.

***\*\*\*Section 510.6.1: amend to read as follows:***

**510.6.1 Testing and proof of compliance.** *[Existing text to remain]*

The inspecting radio contractor shall provide an annual inspection tag/sticker on the ERCES' BDA and any remote annunciator. Tag/sticker shall identify approved inspecting contractor's name, physical address, phone number, and FCC license number, and inspector's name, as well as the date of inspection. System shall not be tagged until all inspection requirements of this section are conducted. Tag/sticker shall be blue in color for a passing system. If this is not possible for any reason, tag/sticker shall be red in color for a failing system with reasons for failure indicated on the tag if possible. If red tag/sticker is placed, AHJ/Fire Marshal shall be notified within a maximum of 24 hours.

***\*\*\*Section 604.7; amend to read as follows:***

**604.7 Storage.** Storage is prohibited in elevator cars or elevator machine rooms. Signage shall be provided at the entry doors to the elevator machine room indicating "ELEVATOR MACHINERY – NO STORAGE ALLOWED."

*[No change to Exceptions]*

***\*\*Section 605.4 through 605.4.2.2; amend to read as follows:***

**605.4 Fuel oil storage systems.** Fuel oil storage systems ~~for building heating systems~~ shall be installed and maintained in accordance with this code. Tanks and fuel-oil piping systems shall be installed in accordance with Chapter 13 of the International Mechanical Code and Chapter 57.

**605.4.1 Fuel oil storage in outside, above-ground tanks.** Where connected to a fuel-oil piping system, the maximum amount of fuel oil storage allowed outside above ground without additional protection shall be 660 gallons (2498 L). The storage of fuel oil above ground in quantities exceeding 660 gallons (2498 L) shall comply with NFPA 31 and Chapter 57.

**605.4.1.1 Approval.** Outdoor fuel oil storage tanks shall be in accordance with UL 142 or UL 2085, and also listed as double-wall/secondary containment tanks.

**605.4.2 Fuel oil storage inside buildings.** Fuel oil storage inside buildings shall comply with Sections 605.4.2.2 through 605.4.2.8 ~~or~~ and Chapter 57.

**605.4.2.1 Approval.** Indoor fuel oil storage tanks shall be in accordance with UL 80, UL 142 or UL 2085.

**605.4.2.2 Quantity limits.** One or more fuel oil storage tanks containing Class II or III *combustible liquid* shall be permitted in a building. The aggregate capacity of all tanks shall not exceed the following:

1. 660 gallons (2498 L) in unsprinklered buildings, where stored in a tank complying with UL 80, UL 142 or UL 2085, and also listed as a double-wall/secondary containment tank for Class II liquids, and the secondary containment shall be monitored visually or automatically.
2. 1,320 gallons (4996 L) in buildings equipped with an *automatic sprinkler system* in accordance with Section 903.3.1.1, where stored in a tank complying with UL 142 or UL 2085. The tank shall be listed as a secondary containment tank, and the secondary containment shall be monitored visually or automatically.
3. 3,000 gallons (11 356 L) in buildings equipped with an *automatic sprinkler system* in accordance with Section 903.3.1.1, where stored in protected above-ground tanks complying with UL 2085 and Section 5704.2.9.7. The tank shall be listed as a secondary containment tank, as required by UL 2085, and the secondary containment shall be monitored visually or automatically.

**[C] \*\*\*Section 606.3.3.3; amend to read as follows:**

**606.3.3.3 Records.** *[Existing text to remain]* Inspection and cleaning records shall be submitted to the fire code official using a process promulgated by the fire code official.

**\*\*Section 807.5.2.2; amend to read as follows:**

**807.5.2.2 Artwork in corridors.** Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. Such materials shall not be continuous from floor to ceiling or wall to wall. Curtains, draperies, wall hangings, and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

**Exception:** Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

**\*\*Section 807.5.2.3; amend to read as follows:**

**807.5.2.3 Artwork in classrooms.** Artwork and teaching materials shall be limited on walls of classrooms to not more than 50 percent of the specific wall area to which they are attached. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

**\*\*Section 807.5.5.2; amend to read as follows:**

**807.5.5.2 Artwork in corridors.** Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area. Such materials shall not be continuous from floor to ceiling or wall to wall. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

**Exception:** Corridors protected by an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be limited to 50 percent of the wall area.

**\*\*Section 807.5.5.3; amend to read as follows:**

**807.5.5.3 Artwork in classrooms.** Artwork and teaching materials shall be limited on walls of classrooms to not more than 50 percent of the specific wall area to which they are attached. Curtains, draperies, wall hangings and other decorative material suspended from the walls or ceilings shall meet the flame propagation performance criteria of NFPA 701 in accordance with Section 807 or be noncombustible.

**\*\*Section 901.6.1.1; add to read as follows:**

**901.6.1.1 Standpipe Testing.** Building owners/managers must maintain and test standpipe systems as per NFPA 25 requirements. The following additional requirements shall be applied to the testing that is required every 5 years:

1. The piping between the Fire Department Connection (FDC) and the standpipe shall be backflushed or inspected by approved camera when foreign material is present or when caps are missing, and also hydrostatically tested for all FDC's on any type of standpipe

system. Hydrostatic testing shall also be conducted in accordance with NFPA 25 requirements for the different types of standpipe systems.

2. For any manual (dry or wet) standpipe system not having an automatic water supply capable of flowing water through the standpipe, the tester shall connect hose from a fire hydrant or portable pumping system (as approved by the fire code official) to each FDC, and flow water through the standpipe system to the roof outlet to verify that each inlet connection functions properly. Confirm that there are no open hose valves prior to introducing water into a dry standpipe. There is no required pressure criteria at the outlet. Verify that check valves function properly and that there are no closed control valves on the system.
3. Any pressure relief, reducing, or control valves shall be tested in accordance with the requirements of NFPA 25. All hose valves shall be exercised.
4. If the FDC is not already provided with approved caps, the contractor shall install such caps for all FDC's as required by the fire code official.
5. Upon successful completion of standpipe test, place a blue tag (as per Texas Administrative Code, Fire Sprinkler Rules for Inspection, Test and Maintenance Service (ITM) Tag) at the bottom of each standpipe riser in the building. The tag shall be check-marked as "Fifth Year" for Type of ITM, and the note on the back of the tag shall read "5 Year Standpipe Test" at a minimum.
6. The procedures required by Texas Administrative Code Fire Sprinkler Rules with regard to Yellow Tags and Red Tags or any deficiencies noted during the testing, including the required notification of the local Authority Having Jurisdiction (fire code official) shall be followed.
7. Additionally, records of the testing shall be maintained by the owner and contractor, if applicable, as required by the State Rules mentioned above and NFPA 25.
8. Standpipe system tests where water will be flowed external to the building shall not be conducted during freezing conditions or during the day prior to expected night-time freezing conditions.
9. Contact the fire code official for requests to remove existing fire hose from Class II and III standpipe systems where employees are not trained in the utilization of this firefighting equipment. All standpipe hose valves must remain in place and be provided with an approved cap and chain when approval is given to remove hose by the fire code official.

**[C] \*\*\*Section 901.6.3.2; add to read as follows:**

**901.6.3.2 Reports.** Inspection, test, and maintenance records shall be submitted to the fire code official using a process promulgated by the fire code official.

**\*\*Section 901.6.4; add to read as follows:**

**901.6.4 False alarms and nuisance alarms.** False alarms and nuisance alarms shall not be given, signaled or transmitted or caused or permitted to be given, signaled or transmitted in any manner.

**\*\*Section 901.7; amend to read as follows:**

**901.7 Systems out of service.** Where a required *fire protection system* is out of service or in the event of an excessive number of activations, the fire department and the *fire code official* shall be notified immediately and, where required by the *fire code official*, the building shall either be evacuated or an *approved fire watch* shall be provided for all occupants left unprotected by the shut down until the *fire protection system* has been returned to service. *[Remainder unchanged]*

**\*\*Section 903.1.1; amend to read as follows:**

**903.1.1 Alternative protection.** Alternative automatic fire-extinguishing systems complying with Section 904 shall be permitted ~~instead of~~ in addition to automatic sprinkler protection where recognized by the applicable standard ~~and, or as approved by the fire code official.~~

**\*\*Section 903.2; amend to read as follows:**

**903.2 Where required.** Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.12. Automatic Sprinklers shall not be installed in elevator machine rooms, elevator machine spaces, and elevator hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.

*[Delete Exception]*

**\*\*\*Section 903.2.2.1; amend to read as follows:**

**903.2.2.1 Ambulatory care facilities.** *[Existing text to remain]*

**Exception:** Unless otherwise required by this code, floors classified as an open parking garage are not required to be sprinklered.

**\*\*\*Section 903.2.4.2; amend to read as follows:**

**903.2.4.2 Group F-1 distilled spirits.** An *automatic sprinkler system* shall be provided throughout a Group F-1 *fire area* used for the manufacture of distilled spirits involving more than 120 gallons of distilled spirits (>20% alcohol) in the fire area at any one time.

**\*\*\*Section 903.2.9.3; amend to read as follows:**

**903.2.9.3 Group S-1 distilled spirits or wine.** An *automatic sprinkler system* shall be provided throughout a Group S-1 *fire area* used for the bulk storage of distilled spirits or wine involving more than 120 gallons of distilled spirits or wine (>20% alcohol) in the fire area at any one time.

***\*\*Section 903.2.9.4; delete Exception.***

***\*\*\*Section 903.2.9.5; add to read as follows:***

**903.2.9.5 Self-service storage facility.** An automatic sprinkler system shall be installed throughout all self-service storage facilities. The minimum sprinkler system design shall be based on an Ordinary Hazard Group II classification, in accordance with NFPA 13 requirements. Physical construction in compliance with open-grid ceilings as per NFPA 13, such as an open metal grid ceiling or chicken wire that does not obstruct the overhead sprinkler protection, shall be installed to prevent storage from exceeding the lower of either 12 feet above finished floor or 18 inches beneath standard sprinkler head deflectors. At least one sprinkler head shall be provided in each storage unit/room (additional sprinklers may be necessary for compliance with NFPA 13 spacing requirements), regardless of wall height or construction type separating such units.

***\*\*Amend 903.2.11.3 to read as follows:***

**903.2.11.3 Buildings 55 35 feet or more in height.** An automatic sprinkler system shall be installed throughout buildings that have one or more stories with an occupant load of 30 or more, other than penthouses in compliance with Section 1511 of the International Building Code, located 55 35 feet (16 764 10 668 mm) or more above the lowest level of fire department vehicle access, measured to the finished floor.

*[Delete Exception]*

***\*\*Add 903.2.11.7 to read as follows:***

**903.2.11.7 High-piled combustible storage.** For any building with a clear height exceeding 12 feet (4572 mm), see Chapter 32 to determine if those provisions apply.

***\*\*Add 903.2.11.8 to read as follows:***

**903.2.11.8 Spray booths and rooms.** New and existing spray booths and spraying rooms shall be protected by an approved automatic fire-extinguishing system.

***\*\*\*Add 903.2.11.9 to read as follows:***

**903.2.11.9 Buildings over 6,000 sq. ft.** An automatic sprinkler system shall be installed throughout all buildings with a building area 6,000 sq. ft. or greater and in all existing buildings that are enlarged to be 6,000 sq. ft. or greater. For the purpose of this provision, fire walls shall not define separate buildings.

**Exception:** Open parking garages complying with 903.2.10.

***\*\*Section 903.3.1.1.1; amend to read as follows:***



**903.3.1.1.1 Exempt locations.** When approved by the *fire code official*, automatic sprinklers shall not be required in the following rooms or areas where such rooms or areas are protected with an *approved* automatic fire detection system in accordance with Section 907.2 that will respond to visible or invisible particles of combustion. *[Remainder unchanged]*

1. A room or space where sprinklers constitute a serious life or fire hazard because of the nature of the contents, where approved by the *fire code official*.
2. Generator and transformer rooms, under the direct control of a public utility, separated from the remainder of the building by walls and floor/ceiling or roof/ceiling assemblies having a fire-resistance rating of not less than 2 hours.
3. *[Delete]*
4. ~~Fire service access~~ Elevator machine rooms, and machinery spaces, and hoistways, other than pits where such sprinklers would not necessitate shunt trip requirements under any circumstances.
5. *[Delete]*

**\*\*\*Section 903.3.1.1.4; add to read as follows:**

**903.3.1.1.4 Dry pipe sprinkler systems.** Dry pipe sprinkler systems protecting fire areas of Type V construction shall be required to meet the 60 second water delivery time, per NFPA 13, to the system test connection regardless of the system size, unless more stringent criteria are applicable in NFPA 13, and all dry pipe sprinkler systems shall be trip tested to flow/discharge water to verify compliance with this requirement, unless otherwise approved by the *fire code official*.

**\*\*Section 903.3.1.2.2; amend to read as follows:**

**903.3.1.2.2 Corridors and balconies ~~in the means of egress~~.** Sprinkler protection shall be provided in all corridors and for all balconies, ~~in the means of egress where any of the following conditions apply:~~ *[Remainder deleted]*

**\*\*Section 903.3.1.2.3; delete section and replace as follows:**

**903.3.1.2.3 Attached garages and attics.** Sprinkler protection is required in attached garages, and in the following attic spaces:

1. Attics that are used or intended for living purposes or storage shall be protected by an automatic sprinkler system.
2. Where fuel-fired equipment is installed in an unsprinklered attic, not fewer than one quick-response intermediate temperature sprinkler shall be installed above the equipment.
3. Attic spaces of buildings that are two or more stories in height above grade plane or above the lowest level of fire department vehicle access.
4. Group R-4, Condition 2 occupancy attics not required by Item 1 or 3 to have sprinklers shall comply with one of the following:
  - 4.1. Provide automatic sprinkler system protection.

- 4.2. Provide a heat detection system throughout the attic that is arranged to activate the building fire alarm system.
- 4.3. Construct the attic using noncombustible materials.
- 4.4. Construct the attic using fire-retardant-treated wood complying with Section 2303.2 of the International Building Code.
- 4.5. Fill the attic with noncombustible insulation.

**\*\*Section 903.3.1.3; amend to read as follows:**

**903.3.1.3 NFPA 13D sprinkler systems.** *Automatic sprinkler systems* installed in one- and two-family *dwelling*s; Group R-3; Group R-4, Condition 1; and *townhouses* shall be permitted to be installed throughout in accordance with NFPA 13D or in accordance with state law.

**\*\*Section 903.3.1.4; add to read as follows:**

**[F] 903.3.1.4 Freeze protection.** Freeze protection systems for *automatic fire sprinkler systems* shall be in accordance with the requirements of the applicable referenced NFPA standard and this section.

**903.3.1.4.1 Attics.** Only dry-pipe, preaction, or listed antifreeze *automatic fire sprinkler systems* shall be allowed to protect unheated attic spaces.

**Exception:** Wet-pipe fire sprinkler systems shall be allowed to protect non-ventilated attic spaces where:

1. The attic sprinklers are supplied by a separate floor control valve assembly to allow ease of draining the attic system without impairing sprinklers throughout the rest of the building, and;
2. Adequate heat shall be provided for freeze protection as per the applicable referenced NFPA standard, and;
3. The attic space is a part of the building's thermal, or heat, envelope, such that insulation is provided at the roof deck, rather than at the ceiling level.

**903.3.1.4.2 Heat trace/insulation.** Heat trace/insulation shall only be allowed where approved by the *fire code official* for small sections of large diameter water-filled pipe.

**\*\*Section 903.3.5; amend to read as follows:**

**903.3.5 Water supplies.** *[Existing text to remain]*

Water supply as required for such systems shall be provided in conformance with the supply requirements of the respective NFPA standards; however, every water-based fire protection system shall be designed with a 10-psi safety factor. Reference Section 507.4 for additional design requirements.

**\*\*\*Section 903.3.9; amend to read as follows:**

**903.3.9 High-rise Building floor control valves.** *Approved supervised indicating control valves shall be provided at the point of connection to the riser ~~on each floor in high-rise buildings.~~ as indicated below:*

- 1. In high rise buildings, floor control assemblies shall be located in protected stairwells, or as otherwise approved by the fire code official.*
- 2. In all other buildings, floor control assemblies shall be located as approved by the fire code official.*

**\*\*\*Section 903.4.1; amend to read as follows:**

**903.4.1 Electronic supervision.** *[Existing text and Exceptions to remain]*

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. Reference Section 903.3.9 for required floor control assemblies. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

**\*\*Section 903.4.3; add second paragraph to read as follows:**

**903.4.3 Alarms.** *[Existing text to remain]* The alarm device required on the exterior of the building shall be a weatherproof horn/strobe notification appliance with a minimum 75 candela strobe rating, installed as close as practicable to the fire department connection.

*Exception: [No change]*

**\*\*\*Section 905.3.8; add to read as follows:**

**905.3.9 Buildings exceeding 10,000 sq. ft.** In buildings exceeding 10,000 square feet in area per story and where any portion of the building's interior area is more than 200 feet (60 960 mm) of travel, vertically and horizontally, from the nearest point of fire department vehicle access, Class I standpipes shall be provided.

**\*\*Section 905.4; amend Item 5 and add Item 7 to read as follows:**

- 5. Where the roof has a slope less than 4 units vertical in 12 units horizontal (33.3-percent slope), each standpipe shall be provided with a two-way a-hose connection shall be located to serve the roof or at the highest landing of an interior exit stairway with stair access to the roof provided in accordance with Section 1011.12.*
- 6. [No change]*
- 7. When required by this Chapter, standpipe connections shall be placed adjacent to all required exits to the structure and at two hundred feet (200') intervals along major corridors thereafter, or as otherwise approved by the fire code official.*

**\*\*Section 905.8; amend to read as follows:**

**905.8 Dry standpipes.** Dry standpipes shall not be installed.

**Exception:** Where subject to freezing and in accordance with NFPA 14. Additionally, manual dry standpipe systems shall be supervised with a minimum of 10 psig and a maximum of 40 psig air pressure with a high/low supervisory alarm.

**\*\*Section 905.9; amend to read as follows:**

**905.9 Valve supervision.** *[Existing text and Exceptions to remain]*

Sprinkler and standpipe system water-flow detectors shall be provided for each floor tap to the sprinkler system and shall cause an alarm upon detection of water flow for more than 45 seconds. All control valves in the sprinkler and standpipe systems except for fire department hose connection valves shall be electrically supervised to initiate a supervisory signal at the central station upon tampering.

**\*\*Section 906.1 Item 1; delete Exception 3.**

**\*\*Section 907.1.4; add to read as follows:**

**907.1.4 Design standards.** Where a new fire alarm system is installed, the devices shall be addressable.

**\*\*\*Section 907.2.1; amend to read as follows:**

**907.2.1 Group A.** A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group A occupancies ~~where the~~ having an occupant load ~~due to the assembly occupancy is of~~ 300 or more persons, or where the ~~Group A~~ occupant load is more than 100 persons above or below the *lowest level of exit discharge*. Group A occupancies not separated from one another in accordance with Section 707.3.10 of the International Building Code shall be considered as a single occupancy for the purposes of applying this section. Portions of Group E occupancies occupied for assembly purposes shall be provided with a fire alarm system as required for the Group E occupancy.

**Exception:** *[No change]*

**\*\*Section 907.2.3; amend to read as follows:**

**907.2.3 Group E.** A manual fire alarm system that initiates the occupant notification signal utilizing an emergency voice/alarm communication system meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall be installed in Group E educational occupancies. When *automatic sprinkler systems* or smoke detectors are installed, such systems or detectors shall be connected to the building fire alarm system. An approved smoke detection system shall be installed in Group E day care occupancies. Unless separated by a minimum of 100'

open space, all buildings, whether portable buildings or the main building, will be considered one building for alarm occupant load consideration and interconnection of alarm systems.

**Exceptions:**

1. *[No change]*

1.1 Residential in-home day care with not more than 12 children may use interconnected single station detectors in all habitable rooms. (For care of more than five children 2 1/2 or less years of age, see Section 907.2.6.)

*[No change to remainder of Exceptions]*

**\*\*Section 907.2.10.1; amend to read as follows:**

**907.2.10.1 Public- and self-storage occupancies.** A manual fire alarm system that activates the occupant notification system in accordance with Section 907.5 shall be installed in Group S public- and self-storage occupancies ~~three stories or greater in height~~ for interior corridors and interior common areas. Visible notification appliances are not required within storage units.

Exception: *[No change]*

**\*\*Section 907.2.13, Exception 3; amend to read as follows:**

3. Open air portions of buildings with an occupancy in Group A-5 in accordance with Section 303.1 of the International Building Code; however, this exception does not apply to accessory uses including but not limited to sky boxes, restaurants, and similarly enclosed areas.

**\*\*Section 907.4.2.7; add to read as follows:**

**907.4.2.7 Type.** Manual alarm initiating devices shall be an *approved* double action type.

**\*\*Section 907.6.1; add Section 907.6.1.1 to read as follows:**

**907.6.1.1 Wiring installation.** All fire alarm systems shall be installed in such a manner that a failure of any single initiating device or single open in an initiating circuit conductor will not interfere with the normal operation of other such devices. All signaling line circuits (SLC) shall be installed in such a way that a single open will not interfere with the operation of any addressable devices (Class A). Outgoing and return SLC conductors shall be installed in accordance with NFPA 72 requirements for Class A circuits and shall have a minimum of four feet separation horizontal and one foot vertical between supply and return circuit conductors. The initiating device circuit (IDC) from a signaling line circuit interface device may be wired Class B, provided the distance from the interface device to the initiating device is ten feet or less.

**\*\*Section 907.6.3; delete all four Exceptions.**

**\*\*Section 907.6.6; amend to read as follows:**

**907.6.6 Monitoring.** *[Existing text and Exceptions to remain]*

See 907.6.3 for the required information transmitted to the supervising station.

**[C] \*\*Section 910.2; amend to read as follows:**

**910.2 Where required.** Smoke and heat vents or a mechanical smoke removal system shall be installed as required by Sections 910.2.1, ~~and~~ 910.2.2, and 910.2.3.

**Exceptions:**

1. Frozen food warehouses used solely for storage of Class I and II commodities where protected by an *approved automatic sprinkler system*.
2. Only manual smoke and heat removal shall ~~not~~ be required in areas of buildings equipped with early suppression fast-response (ESFR) sprinklers. Automatic smoke and heat removal is prohibited.
3. Only manual smoke and heat removal shall ~~not~~ be required in areas of buildings equipped with control mode special application sprinklers with a response time index of  $50(m \cdot S)^{1/2}$  or less that are listed to control a fire in stored commodities with 12 or fewer sprinklers. Automatic smoke and heat removal is prohibited.

**\*\*Section 910.2.3; add to read as follows:**

**910.2.3 Group H.** Buildings and portions thereof used as a Group H occupancy as follows:

1. In occupancies classified as Group H-2 or H-3, any of which are more than 15,000 square feet (1394 m<sup>2</sup>) in single floor area.

**Exception:** Buildings of noncombustible construction containing only noncombustible materials.

2. In areas of buildings in Group H used for storing Class 2, 3, and 4 liquid and solid oxidizers, Class 1 and unclassified detonable organic peroxides, Class 3 and 4 unstable (reactive) materials, or Class 2 or 3 water-reactive materials as required for a high-hazard commodity classification.

**Exception:** Buildings of noncombustible construction containing only noncombustible materials.

**\*\*Section 910.4.3.1; amend to read as follows:**

**910.4.3.1 Makeup air.** Makeup air openings shall be provided within 6 feet (1829 mm) of the floor level. Operation of makeup air openings shall be ~~manual or~~ automatic. The minimum gross area of makeup air inlets shall be 8 square feet per 1,000 cubic feet per minute (0.74 m<sup>2</sup> per 0.4719 m<sup>3</sup>/s) of smoke exhaust.

***\*\*Section 912.2.3; add to read as follows:***

**912.2.3 Hydrant Distance.** An approved fire hydrant shall be located within 100 feet of the fire department connection as the fire hose lays along an unobstructed path.

***[C] \*\*Section 913.2.1.1; add to read as follows:***

**913.2.1.1 Access to fire pump rooms.** When located on the ground level at an exterior wall, the fire pump room shall be provided with an exterior fire department access door that is not less than 3 ft. in width and 6 ft. – 8 in. in height, regardless of any interior doors that are provided. A key box shall be provided at this door, as required by Section 506.1.

**Exception:** When it is necessary to locate the fire pump room on other levels or not at an exterior wall, the corridor leading to the fire pump room access from the exterior of the building shall be provided with equivalent fire resistance as that required for the pump room, or as approved by the fire code official. Access keys shall be provided in the key box as required by Section 506.1.

***\*\*Section 914.3.1.2; amend to read as follows:***

**914.3.1.2 Water supply to required fire pumps.** In all buildings that are more than 420 120 feet (128 36.6 m) in building height, and buildings of Type IVA and IVB construction that are more than 120 feet (36.6 m) in building height, required fire pumps shall be supplied by connections to no fewer than two water mains located in different streets. Separate supply piping shall be provided between each connection to the water main and the pumps. Each connection and the supply piping between the connection and the pumps shall be sized to supply the flow and pressure required for the pumps to operate.

**Exception:** *[No change]*

***\*\*\*Section 915; delete and replace to read as follows:***

## **Section 915: Carbon Monoxide (CO) Detection**

**915.1 General.** New and existing buildings shall be provided with carbon monoxide (CO) detection in accordance with Sections 915.2 through 915.5.

**915.2 Where required.** Carbon monoxide detection shall be provided in interior spaces, other than dwelling units or sleeping units, that are exposed to a carbon monoxide source in accordance with Sections 915.2.1 through 915.2.3. Carbon monoxide detection for dwelling units or sleeping units that are exposed to a carbon monoxide source shall be in accordance with Section 915.2.4.

**915.2.1 Interior spaces with direct carbon monoxide sources.** In all occupancies, interior spaces with a direct carbon monoxide source shall be provided with carbon

monoxide detection located in close proximity to the direct carbon monoxide source and in accordance with Section 915.3.

**Exception:** Where environmental conditions in an enclosed space are incompatible with carbon monoxide detection devices, carbon monoxide detection shall be provided in an approved adjacent location.

**915.2.2 Interior spaces adjacent to a space containing a carbon monoxide source.** In Groups A, B, E, I, M and R Occupancies, interior spaces that are separated from and adjacent to an enclosed parking garage or an interior space that contains a direct carbon monoxide source shall be provided with carbon monoxide detection if there are communicating openings between the spaces. Detection devices shall be located in close proximity to communicating openings on the side that is furthest from the carbon monoxide source and in accordance with Section 915.3

**Exceptions:**

1. Where communicating openings between the space containing a direct carbon monoxide source and the adjacent space are permanently sealed airtight, carbon monoxide detection is not required for the adjacent space.
2. Where the fire code official determines that the volume or configuration of the adjacent interior space is such that dilution or geometry would diminish the effectiveness of carbon monoxide detection devices located in such spaces, detection devices additional to those required by Section 915.2.1 shall be located on the side of communicating openings that is closest to the carbon monoxide source.

**915.2.3 Interior spaces with forced-indirect carbon monoxide sources.** In all occupancies, interior spaces with a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with either of the following:

1. Detection in each space with a forced-indirect carbon monoxide source, located in accordance with Section 915.3.
2. Detection only in the first space served by the main duct leaving the forced-indirect carbon monoxide source, located in accordance with Section 915.3, with an audible and visual alarm signal provided at an approved location.

**915.2.4 Dwelling units and sleeping units.** Carbon monoxide detection for dwelling units and sleeping units shall comply with Sections 915.2.4.1 and 915.2.4.2.

**915.2.4.1 Direct carbon monoxide sources.** Where a direct carbon monoxide source is located in a bedroom or sleeping room, or a bathroom attached to either, carbon monoxide detection shall be installed in the bedroom or sleeping room. Where carbon monoxide detection is not installed in bedrooms or sleeping rooms,



carbon monoxide detection shall be installed outside of each separate sleeping area in close proximity to bedrooms or sleeping rooms for either of the following conditions:

1. The dwelling unit or sleeping unit has a communicating opening to an attached, enclosed garage.
2. A direct carbon monoxide source is located in the dwelling unit or sleeping unit outside of bedrooms or sleeping rooms.

**915.2.4.2 Forced-indirect carbon monoxide sources.** Bedrooms or sleeping rooms in dwelling units or sleeping units that are exposed to a forced-indirect carbon monoxide source shall be provided with carbon monoxide detection in accordance with Section 915.2.4.1 or Section 915.2.3.

**915.3 Location of detection devices.** Carbon monoxide detection devices shall be installed in accordance with manufacturer's instructions in a location that avoids dead air spaces, turbulent air spaces, fresh air returns, open windows, and obstructions that would inhibit accumulation of carbon monoxide at the detection location. Carbon monoxide detection in air ducts or plenums shall not be permitted as an alternative to required detection locations.

**915.4 Permissible detection devices.** Carbon monoxide detection shall be provided by a carbon monoxide detection system complying with Section 915.4.2 unless carbon monoxide alarms are permitted by Sections 915.4.1.

**915.4.1 Carbon monoxide alarms.** Carbon monoxide alarms complying with Sections 915.4.1.1 through 915.4.1.3 shall be permitted in lieu of a carbon monoxide detection system in both of the following:

1. Dwelling units and sleeping units.
2. Locations other than dwelling units or sleeping units, where approved, provided that the manufacturer's instructions do not prohibit installation in locations other than dwelling units or sleeping units and that the alarm signal for any carbon monoxide alarm installed in a normally unoccupied location is annunciated by an audible and visual signal in an approved location.

**915.4.1.1 Power source.** In buildings with a wired power source, carbon monoxide alarms shall receive their primary power from a permanent connection to building wiring, with no disconnecting means other than for overcurrent protection, and shall be provided with a battery backup. In buildings without a wired power source, carbon monoxide alarms shall be battery powered.

**Exception:** For existing buildings not previously required to have carbon monoxide alarms permanently connected to a wired power source, existing battery-powered and plug-in with battery backup carbon monoxide alarms

shall be permitted to remain in service. When replaced, replacement with battery-powered and plug-in with battery backup carbon monoxide alarms shall be permitted.

**915.4.1.2 Listings.** Carbon monoxide alarms shall be listed in accordance with UL 2034. Combination carbon monoxide/smoke alarms shall also be listed in accordance with UL 217.

**915.4.1.3 Interconnection.** Where more than one carbon monoxide alarm is installed, actuation of any alarm shall cause all of the alarms to signal an alarm condition.

**915.4.2 Carbon monoxide detection systems.** Carbon monoxide detection systems shall be installed in accordance with NFPA 72.

**915.4.2.1 Fire alarm system integration.** Where a building fire alarm system or combination fire alarm system, as defined in NFPA 72, is installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to the fire alarm system. Where a building fire alarm system or a combination fire alarm system is not installed, carbon monoxide detection shall be provided by connecting carbon monoxide detectors to a carbon monoxide detection system complying with NFPA 72.

**915.4.2.2 Listings.** Carbon monoxide detectors shall be listed in accordance with UL 2075. Combination carbon monoxide/smoke detectors shall be listed in accordance with UL 268 and UL 2075.

**915.4.2.3 Alarm notification.** For other than Group E Occupancies, activation of a carbon monoxide detector shall initiate alarm notification in accordance with any of the following:

1. An audible and visible alarm notification throughout the building and at the control unit.
2. Where specified in an approved fire safety plan, an audible and visible alarm in the signaling zone where the carbon monoxide has been detected and other signaling zones specified in the fire safety plan, and at the control unit.
3. Where a sounder base is provided for each detector, an audible alarm at the activated carbon monoxide detector and an audible and visible alarm at the control unit.

For Group E Occupancies having an occupant load of 30 or less, alarm notification shall be provided in an on-site location staffed by school personnel or in accordance with the notification requirements for other occupancies. For Group E occupancies

having an occupant load of more than 30, an audible and visible alarm shall be provided in an on-site location staffed by school personnel.

**915.5 Maintenance.** Carbon monoxide alarms and carbon monoxide detection systems shall be maintained in accordance with NFPA 72 and the manufacturer's instructions. Carbon monoxide alarms and carbon monoxide detectors that become inoperable or begin producing end-of-life signals shall be replaced.

**\*\*Section 1006.2.1 amend to read as follows:**

**1006.2.1 Egress based on occupant load and common path of egress travel distance.** *[Existing text to remain]*

3. Unoccupied rooftop mechanical rooms and *penthouses* are not required to comply with the common path of egress travel distance measurement.

**[C] \*\*Table 1010.2.4; amend to read as follows:**

**Column 1, Row 1:** Group B, F, M or S occupancies with occupant load less than 50.

**Column 1, Row 2:** Group A, B, F, M or S occupancies where the building is equipped...  
*[Remainder unchanged]*

**[C] \*\*Section 1020.2; amend to read as follows:**

**1020.2 Construction.** *[Existing text to remain]*

6. In unsprinklered group B occupancies, corridor walls and ceilings need not be of fire-resistive construction within a single tenant space when the space is equipped with approved automatic smoke-detection within the corridor. The actuation of any detector must activate self-annunciating alarms audible in all areas within the corridor. Smoke detectors must be connected to an approved automatic fire alarm system where such system is provided.

**\*\*Section 1030.1.1.1; delete.**

**\*\*Section 1103.5.3; add sentence to read as follows:**

Fire sprinkler system installation shall be completed within 24 months from date of notification by the fire code official.

**\*\*Section 1103.5.6; add to read as follows:**

**1103.5.6 Spray booths and rooms.** Existing spray booths and spray rooms shall be protected by an approved automatic fire-extinguishing system in accordance with Section 2404.

**\*\*Section 1103.7.7; add to read as follows:**

**1103.7.7 Fire alarm system design standards.** Where an existing fire alarm system is upgraded or replaced, the devices shall be addressable. Fire alarm systems utilizing more than 20 smoke and/or heat detectors shall have analog initiating devices.

**Exception:** Existing systems need not comply unless the total building, or fire alarm system, remodel or expansion exceeds 30% of the building. When cumulative building, or fire alarm system, remodel or expansion initiated after the date of original fire alarm panel installation exceeds 50% of the building, or fire alarm system, the fire alarm system must comply within 18 months of permit application.

**1103.7.7.1 Communication requirements.** Refer to Section 907.6.6 for applicable requirements.

***\*\*\*Section 1103.9; delete and replace to read as follows:***

**1103.9 Carbon monoxide detection.** Carbon monoxide detection shall be installed in existing buildings in accordance with Section 915.

***\*\*\*Section 1201.4; add to read as follows:***

**1201.4 Electrical shutdown.** Energy systems including solar photovoltaic power systems, stationary fuel cell power systems, or electrical *energy storage systems* shall have a remote power shut down box. The location shall be at an approved location. The box shall only be accessible by the fire department and shall be keyed to the fire department Key Box as outlined in Section 506.

***\*\*\*Section 1207.2; add to read as follows:***

**1207.2 Commissioning, decommissioning, operation and maintenance.** Commissioning, decommissioning, operation and maintenance shall be conducted in accordance with this section. In addition to the ordinary inspection and test requirements that buildings, structures and parts thereof are required to undergo, *energy storage systems* subject to the provisions of Section 1207 shall undergo special inspections and tests sufficient to verify the proper commissioning of the *energy storage system* in its final installed condition. The design submission accompanying the construction documents shall clearly detail procedures and methods to be used and the items subject to such inspections and tests. Such commissioning shall be in accordance with generally accepted engineering practice and, where possible, based on published standards for the particular testing involved. The special inspections and tests required by this section shall be conducted under the same terms as in Chapter 17 of the International Building Code.

***\*\*Section 2304.1; amend to read as follows:***

**2304.1 Supervision of dispensing.** The dispensing of fuel at motor fuel-dispensing facilities shall be conducted by a qualified attendant or shall be under the supervision of a qualified attendant at all times or shall be in accordance with Section 2204.3; the following:

1. Conducted by a qualified attendant; and/or,
2. Shall be under the supervision of a qualified attendant; and/or
3. Shall be an unattended self-service facility in accordance with Section 2304.3.

At any time the qualified attendant of item Number 1 or 2 above is not present, such operations shall be considered as an unattended self-service facility and shall also comply with Section 2304.3.

***\*\*Section 2401.2; delete.***

***[C] \*\*Table 3206.2, footnote h; amend to read as follows:***

- h. ~~Not required~~ Where storage areas are protected by either early suppression fast response (ESFR) sprinkler systems or control mode special application sprinklers with a response time index of 50 (meters-seconds) 1/2 or less that are listed to control a fire in the stored commodities with 12 or fewer sprinklers, installed in accordance with NFPA 13, manual smoke and heat vents or manually activated engineered mechanical smoke exhaust systems shall be required within these areas.

***[C] \*\*\*Section 3303.1; amend to read as follows:***

**3303.1 Program development and maintenance.** Where required by the fire code official...*[remainder unchanged]*

***\*\*Section 3307.1; amend to read as follows:***

**3307.1 Required access.** Approved vehicle access for firefighting and emergency response shall be provided to all construction or demolition sites. Vehicle access shall be provided to within ~~100~~ 50 feet (~~30-480~~ 15 240 mm) of temporary or permanent fire department connections. Vehicle access shall be provided by either temporary or permanent roads, capable of supporting vehicle loading under all weather conditions. Vehicle access shall be maintained until permanent fire apparatus access roads are available. When fire apparatus access roads are required to be installed for any structure or development, access shall be approved prior to the time which construction has progressed beyond completion of the foundation of any structure. Whenever the connection is not visible to approaching fire apparatus, the fire department connection shall be indicated by an approved sign.

***\*\*\*Section 3307.1.2; amend to read as follows:***

**3307.1.2 Stairways required.** Where building construction exceeds 40 feet (12 192 mm) in height above the lowest level of fire department vehicle access, a temporary or permanent stairway shall be provided. As construction progresses, such stairways shall be extended to within one floor of the highest point of construction having secured decking or flooring. Whenever the stairways are not visible to approaching fire apparatus, the stairway locations shall be indicated by an approved sign.

**\*\*\*Section 3307.5.3; add to read as follows:**

**3307.5.3 Standpipe signage.** Whenever the standpipes are not visible to approaching fire apparatus, locations shall be indicated by an approved sign.

**\*\*\*Section 4104.2; amend to read as follows:**

**4104.2 Open-flame cooking devices.** Charcoal burners and other open-flame cooking devices, charcoal grills and other similar devices used for cooking shall not be operated or located on combustible balconies, decks, or within 10 feet (3048 mm) of combustible construction.

**Exceptions:**

1. One- and two-family dwellings where LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20-pound (9.08 kg) LP-gas capacity] with an aggregate LP-gas capacity not to exceed 100 pounds (5 containers). All LP-gas containers shall be stored outside, as per Chapter 61.
2. Where buildings, balconies and decks are protected by an approved automatic sprinkler system, and LP-gas containers are limited to a water capacity not greater than 50 pounds (22.68 kg) [nominal 20-pound (9.08 kg) LP-gas capacity], with an aggregate LP-gas capacity not to exceed 40 lbs. (2 containers). All LP-gas containers shall be stored outside, as per Chapter 61.
3. LP-gas cooking devices having LP-gas containers with a water capacity not greater than 2-1/2 pounds [nominal 1-pound (0.454 kg) LP-gas capacity].

**\*\*Section 5601.1.3; amend to read as follows:**

**5601.1.3 Fireworks.** The possession, manufacture, storage, sale, handling, and use of fireworks are prohibited.

**Exceptions:**

1. Only when approved for fireworks displays, the storage and handling of fireworks as allowed in Section 5604 and 5608.
2. [Delete]
3. The use of fireworks for approved fireworks displays as allowed in Section 5608.
4. [Delete]

**\*\*Section 5703.6; amend to read as follows:**

**5703.6 Piping systems.** [Existing text to remain] An approved method of secondary containment shall be provided for underground tank and piping systems.

**\*\*Section 5704.2.11.4; amend to read as follows:**

**5704.2.11.4 Leak prevention.** Leak prevention for underground tanks shall comply with Sections 5704.2.11.4.1 ~~and 5704.2.11.4.2~~ through 5704.2.11.4.3. An *approved* method of secondary containment shall be provided for underground tank and piping systems.

**\*\*Section 5704.2.11.4.2; amend to read as follows:**

**5704.2.11.4.2 Leak detection.** Underground storage tank systems shall be provided with an *approved* method of leak detection from any component of the system that is designed and installed in accordance with NFPA 30 and as specified in Section 5704.2.11.4.3.

**\*\*Section 5704.2.11.4.3; add to read as follows:**

**5704.2.11.4.3 Observation wells.** Approved sampling tubes of a minimum 4 inches in diameter shall be installed in the backfill material of each underground flammable or combustible liquid storage tank. The tubes shall extend from a point 12 inches (304.8 mm) below the average grade of the excavation to ground level and shall be provided with suitable surface access caps. Each tank site shall provide a sampling tube at the corners of the excavation with a minimum of 4 tubes. Sampling tubes shall be placed in the product line excavation within 10 feet (3048 mm) of the tank excavation and one every 50 feet (15 240 mm) routed along product lines towards the dispensers, a minimum of two are required.

**\*\*Section 5707.4; add paragraph to read as follows:**

**5707.4 Mobile fueling areas.** *[Existing text to remain]*

Mobile fueling sites shall be restricted to commercial, industrial, governmental, or manufacturing, where the parking area having such operations is primarily intended for employee vehicles. Mobile fueling shall be conducted for fleet fueling or employee vehicles only, not the general public. Commercial sites shall be restricted to office-type or similar occupancies that are not primarily intended for use by the public.

**END”**

## **SECTION 8.**

**Section 150.025 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.025. THE 2024 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE ADOPTED.**

(a) The International Energy Conservation Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the energy conservation code of the City of Carrollton, and is made a part hereof, as amended.

(b) One (1) copy of the 2024 edition of the International Energy Conservation Code, marked Exhibit “D”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.

(c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Energy Conservation Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 9.**

**Section 150.026 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

### **“SECTION § 150.026. AMENDMENTS.**

*[C] \*\*Section C101.1; amend to read as follows:*

**C101.1 Title.** This code shall be known as the *Energy Conservation Code* of the City of Carrollton and shall be cited as such. It is referred to herein as “this code.”

*[C] \*\*Section 103; amend to read as follows:*

### **Section 103: ~~Code compliance agency~~ Building Inspection**

*[C] \*\*Section 103.1; amend to read as follows:*

**103.1 Creation of enforcement agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the ~~authority having jurisdiction (AHJ)~~ code official. *[Remainder unchanged]*

*[C] \*\*Section 103.2; amend to read as follows:*

**103.2 Appointment.** The ~~AHJ~~ code official shall be appointed by the chief appointing authority of the jurisdiction.

*[C] \*\*Section 103.3; amend to read as follows:*

**103.3 Deputies.** In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the ~~AHJ~~ code official shall have the authority to appoint a deputy ~~AHJ~~ code official, other related technical officers, inspectors and other employees. Such employees shall have powers delegated by the ~~AHJ~~ code official.

*\*\*Section C104.1.2; add to read as follows:*



**C104.1.2 Alternative compliance.** A building certified by a national, state, or local accredited energy efficiency program and determined by the Energy Systems Laboratory to be in compliance with the energy efficiency requirements of this section may, at the option of the *code official*, be considered in compliance. The United States Environmental Protection Agency's Energy Star Program certification of energy code equivalency shall be considered in compliance.

**\*\*\*Section C403.7.4.1; amend to read as follows:**

**C403.7.4.1 Nontransient dwelling units.**

*[Existing text to remain]*

5. Dwelling units using ventilation systems per the Fan Efficacy Table in R406 shall be considered in compliance.

**\*\*\*Section C405.2.10 and subsections; delete.**

**[C] \*\*Section R101.1; amend to read as follows:**

**R101.1 Title.** This code shall be known as the *Energy Conservation Code* of the City of Carrollton and shall be cited as such. It is referred to herein as “this code.”

**\*\*Section R104.1.2; add to read as follows:**

**R104.1.2 Alternative compliance.** A building certified by a national, state, or local accredited energy efficiency program and determined by the Energy Systems Laboratory to be in compliance with the energy efficiency requirements of this section may, at the option of the *code official*, be considered in compliance. The United States Environmental Protection Agency's Energy Star Program certification of energy code equivalency shall be considered in compliance. Regardless of the program or the path to compliance, each one- and two-family dwelling shall be tested for air and duct leakage as prescribed in Sections R402.5.1.2 and R403.3.7.

**\*\*\*Section R105.2.2; delete.**

**\*\*Section R106.3; amend to read as follows:**

**R106.3 Permit valuation.** The applicant for a permit shall provide an estimated value of the work for which the permit is being issued at the time of application, except for one- and two-family dwellings and multiple single-family dwellings (townhouses). *[Remaining text unchanged]*

**\*\*Section R202; add definition to read as follows:**

**DYNAMIC GLAZING.** Any fenestration product that has the fully reversible ability to change its performance properties, including *U*-factor, solar heat gain coefficient (SHGC), or visible transmittance (VT).

**\*\*\*Section R401.2.1; amend to read as follows:**

**R401.2.1 Prescriptive Compliance Option.** The Prescriptive Compliance Option requires compliance with Sections R401 through R404 and ~~R408~~.

\*\*\**Table R402.1.2; amend to read as follows:*

**TABLE R402.1.2 MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS**

CLIMATE ZONE	2	3
<u>Attic roofline U-factor<sup>f</sup></u>	<u>0.035</u>	<u>0.035</u>

*[Remainder unchanged]*

f. Air-impermeable insulation located at the attic roofline but below the roof deck may be used if mechanical equipment and air distribution system are located entirely within the building thermal envelope. "Air-impermeable" shall be defined as having an air permeance not exceeding 0.02 L/s-m<sup>2</sup> at 75 Pa pressure differential tested according to ASTM E2178 or ASTM E283.

\*\*\**Table R402.1.3; amend to read as follows:*

**TABLE R402.1.3 INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup>**

CLIMATE ZONE	2	3
<u>Attic roofline R-value<sup>i</sup></u>	<u>30+0ci</u>	<u>30+0ci</u>

*[Remainder unchanged]*

i. Air-impermeable insulation of R-30 or greater located at the attic roofline but below the roof deck may be used if mechanical equipment and air distribution system are located entirely within the building thermal envelope. "Air-impermeable" shall be defined as having an air permeance not exceeding 0.02 L/s-m<sup>2</sup> at 75 Pa pressure differential tested according to ASTM E2178 or ASTM E283.

\*\*\**Section R402.2.10; amend to read as follows:*

**R402.2.10 Slab-on-grade floors.** *[Existing text to remain]*

**Exception:** Slab-edge insulation is not required in jurisdictions designated by the *code official* as having a moderate to heavy or very heavy termite infestation probability.

\*\*\**Section R402.5.5; amend to read as follows:*

**R402.5.5 Air-sealed electrical and communication outlet boxes.** *[Existing text to remain]*

**Exception:** Boxes may be air-sealed in the field using caulk, tape, gasket or other approved method to prevent air leakage through the box in lieu of NEMA OS 4 boxes. Boxes air-sealed in the field shall be sealed to the air barrier element being penetrated and installed in accordance with manufacturer's instructions

\*\*\*Section R404.2 and subsections; delete.

\*\*\*Table R405.4.2(1); amend to read as follows:

**TABLE R405.4.2(1) SPECIFICATIONS FOR THE STANDARD REFERENCE AND PROPOSED DESIGNS**

BUILDING COMPONENT	STANDARD REFERENCE DESIGN	PROPOSED DESIGN
Foundations	Type: same as proposed.	As proposed
	<del>Foundation wall extension above and below grade: same as proposed.</del> <u>Foundation wall or slab extension above grade: 1 foot (30cm)</u> <u>Foundation wall or slab extension below grade: same as proposed.</u> Foundation wall or slab perimeter length: same as proposed. Soil characteristics: same as proposed.	As proposed
	Foundation wall <i>U</i> -factor and slab-on-grade <i>F</i> -factor: as specified in Table R402.1.2. <sup>n</sup>	<u>As proposed</u>

[Remainder unchanged]

n. In accordance with Section R402.2.10, a maximum *F*-factor of 0.73 shall apply for the reference design in jurisdictions designated by the code official as having a moderate to heavy or very heavy termite infestation probability.

\*\*Table R406.5; amend to read as follows:

**TABLE R406.5 MAXIMUM ENERGY RATING INDEX<sup>1</sup>**

CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
2	<del>54</del> <u>57</u>	34
3	<del>50</del> <u>57</u>	33

<sup>1</sup> This table is effective from September 1, 2025 until August 31, 2028.

**TABLE R406.5 MAXIMUM ENERGY RATING INDEX<sup>2</sup>**

<b>CLIMATE ZONE</b>	<b>ENERGY RATING INDEX NOT INCLUDING OPP</b>	<b>ENERGY RATING INDEX WITH OPP</b>
2	<del>51</del> <u>55</u>	34
3	<del>50</del> <u>55</u>	33

<sup>2</sup> This table is effective on or after September 1, 2028.

***\*\*Section R408 and subsections; delete.***

***END***

#### **SECTION 10.**

**Section 150.030 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.030. THE 2024 EDITION OF THE INTERNATIONAL EXISTING BUILDING CODE ADOPTED.**

- (a) The International Existing Building Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the existing building code of the City of Carrollton, and is made a part hereof, as amended.
- (b) One (1) copy of the 2024 edition of the International Existing Building Code, marked Exhibit “E”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Existing Building Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

#### **SECTION 11.**

**Section 150.031 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.031. AMENDMENTS.**

***[C] \*\*Section 101.1; amend to read as follows:***

**101.1 Title.** These regulations shall be known as the Existing Building Code of the City of Carrollton, hereinafter referred to as “this code.”

***\*\*Section 102.4; amend to read as follows:***

[A] **102.4 Referenced codes and standards.** The codes, when specifically adopted, and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.4.1 and 102.4.2. *[Remainder unchanged]*

**\*\*\*Section 102.4.3; add to read as follows:**

**102.4.3 Electrical.** The provisions of the National Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

[C] **\*\*Section 103; amend to read as follows:**

**Section 103: ~~Code compliance agency~~ Building Inspection**

[C] **\*\*Section 103.1; amend to read as follows:**

**103.1 Creation of agency.** The Building Inspection Division of the Development Services Department is hereby created, and the official in charge thereof shall be known as the *code official*. *[Remainder unchanged]*

**\*\*\*Section 104.2.4.1; delete.**

**\*\*\*Section 104.3.1; delete.**

[C] **\*\*\*Section 110.2; Item 3, 7, 10, 11, delete.**

**\*\*\*Section 202; amend definition to read as follows:**

**EXISTING BUILDING.** A building, structure, or space with an approved final inspection issued under a code edition which is at least 2 published code editions preceding the currently adopted building code; a building, structure or space that is undergoing a change of occupancy or use erected prior to the date of adoption of the appropriate code, or one for which a legal building permit has been issued.

[C] **\*\*\*Section 302.2; amend to read as follows:**

**302.2 Additional Codes.** *Alterations, repairs, additions and changes of occupancy to, or relocation of, existing buildings and structures shall comply with the provisions for alterations, repairs, additions and changes of occupancy or relocation, respectively, in this code and the International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, ~~International Private Sewage Disposal Code, International Property Maintenance Code,~~ International Residential Code, NFPA 70 National Electrical Code, and any other adopted codes and ordinances.* Where provisions of the other codes conflict with provisions of this code, the provisions of this code shall take precedence.

**\*\*\*Section 306.1; amend to read as follows:**

**306.1 Scope.** *[Existing text to remain]*

**Exception:** Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

**\*\*\*Section 309.2.1; delete.**

**\*\*Section 401.3; delete.**

**\*\*Section 405.2.6; delete.**

**\*\*Section 502.2; delete.**

**\*\*Section 503.2; delete.**

**\*\*\*Section 503.18; amend to read as follows:**

**503.18 Enhanced classroom acoustics.** *[Existing text to remain]* Compliance with the Texas Accessibility Standards is not considered equivalent compliance for the purpose of enforcement of this code section.

**\*\*Section 504.1.2; amend to read as follows:**

**504.1.2 Existing fire escapes.** Existing fire escapes shall continue to be accepted as a component in the means of egress in existing buildings only. Existing fire escapes shall be permitted to be repaired or replaced.

**\*\*Section 504.1.3; delete.**

**\*\*Section 507.3; delete.**

**\*\*Section 701.3; delete.**

**\*\*Section 702.7; amend to read as follows:**

**702.7 Materials and methods.** All new work shall comply with the materials and methods requirements in the International Building Code, International Energy Conservation Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, National Electrical Code, and International Plumbing Code, as applicable, that specify material standards, detail of installation and connection, joints, penetrations, and continuity of any element, component, or system in the building.

**\*\*Section 802.5.1; amend to read as follows:**

**802.5.1 Minimum requirement.** Every portion of a floor, such as a balcony or a loading dock, open-sided walking surfaces, including *mezzanines, equipment platforms, aisles, stairs, ramps* and landings that is more than 30 inches (762 mm) above the floor or grade below and is not provided with guards, or those in which the existing guards are judged to be in danger of collapsing, shall be provided with guards.

**\*\*Section 803.1; amend to read as follows:**

**803.1 Scope.** *[Existing text to remain]* For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the work area shall be extended to include at least the entire tenant space or spaces bounded by walls capable of resisting the passage of smoke containing the subject work area, and if the work area includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.

**\*\*Section 803.3; amend to read as follows:**

**803.3 Standpipes.** Refer to Section 1103.6 of the International Fire Code for retroactive standpipe requirements. *[Delete remainder]*

**\*\*Section 804.2; delete Exception 1.**

**\*\*Section 804.5.1.2; amend to read as follows:**

**804.5.1.2 Fire escapes required.** For other than Group I-2, where more than one exit is required, an existing or newly constructed fire escape complying with section 804.5.1.2.1 shall be accepted as providing one of the required means of egress.

**\*\*Section 804.5.1.2.1; amend to read as follows:**

**804.5.1.2.1 Fire escape access and details.** Fire escapes shall comply with all of the following requirements:

1. *[Existing text to remain]*
2. Access to a new fire escape shall be through a door... *[Remainder unchanged]*
3. *[Delete]*
4. *[Existing text to remain]*
5. In all buildings of Group E occupancy up to and including the 12th grade, buildings of Group I occupancy, rooming boarding houses, and childcare centers, ladders of any type are prohibited on fire escapes used as a required means of egress.

**\*\*Section 804.7.2; amend to read as follows:**

**804.7.2 Transoms.** In all buildings of Group B, E, I-1, I-2, R-1 and R-2 occupancies... *[Remainder unchanged]*

**\*\*Section 904.1; amend to read as follows:**

**904.1 Automatic sprinkler systems.** *[Existing text to remain]* For the purpose of fire sprinkler protection and fire alarm requirements included in this section, the *work area* shall be extended to include at least the entire tenant space or spaces bounded by walls containing the subject *work area*, and if the *work area* includes a corridor, hallway, or other exit access, then such corridor, hallway, or other exit access shall be protected in its entirety on that particular floor level.

**\*\*Section 904.1.1; amend to read as follows:**

**904.1.1 High-rise buildings.** An automatic sprinkler system shall be provided in *work areas* of where the high-rise buildings has a sufficient municipal water supply for the design and installation of an automatic sprinkler system at the site.

**\*\*\*Section 1011.2.1: amend to read as follows:**

**1011.2.1 Automatic sprinkler system.** The installation of an automatic sprinkler system shall be required where there is a *change of occupancy* classification and Chapter 9 of the current International Building Code requires an automatic sprinkler system based on the new occupancy or where there is a *change of occupancy* within the space where there is a different fire protection system threshold requirement in Chapter 9 of the current International Building Code than exists in the current building or space. The installation of the automatic sprinkler system shall be required within the area of the *change of occupancy* and areas of the building not separated horizontally and vertically from the *change of occupancy* by a ~~nonrated permanent partition and horizontal assemblies, fire partition, smoke partition, smoke barrier,~~ fire barrier or fire wall.

**Exceptions:** *[Remain unchanged]*

**\*\*Section 1103.3; delete.**

**\*\*Section 1201.4; delete.**

**\*\*Section 1301.3.2; amend to read as follows:**

**1301.3.2 Compliance with other codes.** Buildings that are evaluated in accordance with this section shall comply with the International Fire Code and ~~International Property Maintenance Code.~~

**\*\*Section 1303.1.3; delete.**

**\*\*Section 1402.6; delete.**

**[C] \*\*\*Section 1502.1; amend to read as follows:**

**1502.1 Site safety plan.** Where required by the code official...*[remainder unchanged]*

**\*\*\*Section 1512; amend Section 1512.1 to read as follows and delete Section 1512.2 through 1512.5:**



**1512.1 When required.** An *approved* water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible ~~building~~ material arrives on the site; ~~on commencement of vertical combustible construction, and on installation of a standpipe system in buildings under construction, in accordance with Sections 1512.1 through 1512.5 or as determined by the code official.~~ The water supply design and the timing of the water supply installation relative to building construction shall comply with the International Fire Code. *[Remainder deleted]*

**END”**

## **SECTION 12.**

**Section 150.035 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.035. THE 2024 EDITION OF THE INTERNATIONAL SWIMMING POOL AND SPA CODE ADOPTED.**

- (a) The International Swimming Pool and Spa Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the swimming pool and spa code of the City of Carrollton, and is made a part hereof, as amended.
- (b) One (1) copy of the 2024 edition of the International Swimming Pool and Spa Code, marked Exhibit “F”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Swimming Pool and Spa Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 13.**

**Section 150.036 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.036. AMENDMENTS.**

*[C] \*\*Section 101.1; amend to read as follows:*

**101.1 Title.** These regulations shall be known as the Swimming Pool and Spa Code of the City of Carrollton, hereinafter referred to as “this code.”

*\*\*Section 102.9; amend to read as follows:*

**Section 102.9 Other laws.** The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law, to include but not limited to:

1. Texas Department of State Health Services (TDSHS); Standards for Public Pools and Spas; §265.181 through §265.198. (TDSHS rules do not apply to pools serving one- and two-family dwellings or townhouses).
2. Texas Department of Licensing and Regulation (TDLR); 2012 Texas Accessibility Standards (TAS). TAS provides the scoping and technical requirements for accessibility for swimming pools, wading pools and spas and shall comply with 2012 TAS, Section 242. (TAS rules do not apply to pools serving one- and two-family dwellings or townhouses).

**Exception:** Elements regulated under Texas Department of Licensing and Regulation (TDLR) and built in accordance with TDLR approved plans, including any variances or waivers granted by TDLR, shall be deemed to be in compliance with the requirements of this Chapter.

*[C] \*\*Section 103; amend to read as follows:*

**Section 103: ~~Code compliance agency~~ Building Inspection**

*[C] \*\*Section 103.1; amend to read as follows:*

**103.1 Creation of agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *code official*.  
*[Remainder unchanged]*

*\*\*Section 113.4; amend to read as follows:*

**113.4 Violation penalties.** Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair a pool or spa in violation of the *approved* construction documents or directive of the *code official*, or of a permit or certificate issued under the provisions of this code, may be punishable for each day of the violation set forth by the authority having jurisdiction. ~~shall be guilty of a [SPECIFY OFFENSE], punishable by a fine of not more than [AMOUNT] dollars or by imprisonment not exceeding [NUMBER OF DAYS], or both such a fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.~~

*\*\*\*Section 305.1; amend to read as follows:*

**305.1 General.** The provisions of this section shall apply to the design of barriers for restricting entry into areas having pools and spas. In only one- and two-family dwellings and townhouses, where spas or hot tubs are equipped with a lockable *safety cover* complying with ASTM F1346 and swimming pools are equipped with a powered *safety cover* that complies with ASTM F1346, the areas where those spas, hot tubs or pools are located shall not be required to comply with Sections 305.2 through 305.7.

**\*\*Section 305.2.8.1; add to read as follows:**

**305.2.8.1 Chain link fencing prohibited.** Chain link fencing is prohibited as a barrier in public pools built after January 1, 1994.

**\*\*Section 305.4; amend to read as follows:**

**305.4 Structure wall as a barrier.** Where a wall of a dwelling or structure of a one- and two-family dwelling or townhouse or its accessory structure serves as part of a barrier and where doors or windows provide direct access to the pool or spa through that wall, one of the following shall be required: *[Remainder unchanged]*

**\*\*Section 305.6; amend to read as follows:**

**305.6 Natural barriers used in a one- and two-family dwelling or townhouse.** In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge a minimum of eighteen (18) inches, a barrier is not required between the natural body of water shoreline and the pool or spa.

**\*\*Section 307.1.5; amend to read as follows:**

**307.1.5 Accessibility.** *[Existing text to remain]*

**Exception:** Components of projects regulated by and registered with Architectural Barriers Division of Texas Department of Licensing and Regulation shall be deemed to be in compliance with the requirements of this chapter.

**\*\*Section 307.2.2.2; add to read as follows:**

**307.2.2.2 Adjacency to structural foundation.** Depth of the swimming pool and spa shall maintain a ratio of 1:1 from the nearest building foundation or footing of a retaining wall.

**Exception:** A ratio of less than 1:1 may be *approved* where supported by sealed engineered design drawings of the proposed new structure.

**\*\*Section 411.2.1; amend to read as follows:**

**411.2.1 Tread dimensions and area.** Treads shall ~~be not less than 24 inches (607 mm) at the leading edge. Treads shall have an unobstructed surface area of not less than 240 square inches (0.154 m<sup>2</sup>) and an unobstructed horizontal depth of not less than 10 inches (254 mm) at the centerline~~ have a minimum unobstructed horizontal depth (i.e., horizontal run) of 12 inches and a minimum width of 20 inches.

**\*\*Section 411.2.2; amend to read as follows:**

**411.2.2 Risers.** Risers ~~except for the bottom riser, shall have a uniform height of not greater than 12 inches (305 mm) measured at the centerline for steps shall have a maximum uniform height of 10 inches, with the bottom riser height allowed to taper to zero. The bottom riser height is allowed to vary to the floor.~~

**\*\*Section 411.5.1, Item 4; amend to read as follows:**

4. The leading edge shall be visibly set apart and provided with a horizontal solid or broken stripe at least 1 inch (25.4 mm) wide on the top surface along the front leading edge of each step. This stripe shall be plainly visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

**\*\*Section 411.5.2, Item 5; amend to read as follows:**

5. The leading edge shall be visually set apart and provided with a horizontal solid or broken stripe at least 1 inch (25.4 mm) wide on the top surface along the front leading edge of each step. This stripe shall be plainly visible to persons on the pool deck. The stripe shall be a contrasting color to the background on which it is applied, and the color shall be permanent in nature and shall be a slip-resistant surface.

**\*\*Section 610.5.1; amend to read as follows:**

**610.5.1 Uniform height of 9 10 inches.** Except for the bottom riser, risers at the centerline shall have a maximum uniform height of ~~9~~ 10 inches (~~229~~ 254 mm). The bottom riser height shall be permitted to vary from the other risers.

**\*\*Section 804.1; amend to read as follows:**

**804.1 General.** The minimum diving water envelopes shall be in accordance with Table 804.1 and Figure 804.1, or the manufacturer's specifications, whichever is greater. Negative construction tolerances shall not be applied to the dimensions of the minimum diving water envelopes given in Table 804.1.

**END"**

## **SECTION 14.**

**Section 150.040 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**"SECTION § 150.040. THE 2024 EDITION OF THE INTERNATIONAL PLUMBING CODE ADOPTED.**

(a) The International Plumbing Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the plumbing code of the City of Carrollton, and is made a part hereof, as amended.

(b) One (1) copy of the 2024 edition of the International Plumbing Code, marked Exhibit “G”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.

(c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Plumbing Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 15.**

**Section 150.041 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.041. AMENDMENTS.**

***[C] \*\*Section 101.1; amend to read as follows:***

**101.1 Title.** These regulations shall be known as the *Plumbing Code* of the City of Carrollton, hereinafter referred to as “this code.”

***\*\*Section 102.8; amend to read as follows:***

**102.8 Referenced codes and standards.** The codes and standards referenced in this code shall be those that are listed in Chapter 15 and such codes, when specifically adopted, and standards shall be considered as part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted.

***[C] \*\*Section 103; amend to read as follows:***

**Section 103: ~~Code compliance agency~~ Building Inspection**

***[C] \*\*Section 103.1; amend to read as follows:***

**103.1 Creation of agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *code official*.  
*[Remainder unchanged]*

***\*\*Section 305.4.1; amend to read as follows:***

**305.4.1 Sewer depth.** ~~Building sewers that connect to private sewage disposal systems shall be installed not less than [number] inches (mm) below finished grade at the point of septic tank connection.~~ Building sewers shall be installed not less than 12 inches (304 mm) below grade.

\*\*\*Section 306.2.5; add to read as follows:

**306.2.5 Plastic sewer and DWV piping installation.** Plastic sewer and DWV piping installed underground shall be installed in accordance with the manufacturer's installation instructions and ASTM D2321. Trench width shall be controlled to not exceed the outside pipe diameter plus 16 inches (406.4 mm) or in a trench which has a controlled width equal to the nominal diameter of the diameter of the piping multiplied by 1.25 plus 12 inches (304.8 mm). The piping shall be bedded in 4 inches (101.6) of granular fill and then backfilled compacting the side fill in 6-inch (152.4-mm) layers on each side of the piping. The compaction shall be to a minimum of 85 percent standard proctor density and extend to a minimum of 6 inches (152.4 mm) above the top of the pipe.

\*\*Section 403.1; amend to read as follows:

**403.1 Minimum number of fixtures.** *[Existing text to remain]*

In other than E Occupancies, the minimum number of fixtures in Table 403.1 may be lowered, if requested in writing by the applicant, stating reasons for a reduced number and approved by the code official.

\*\*Table 403.1; add footnote g to read as follows:

g. Drinking fountains are not required in M Occupancies with an occupant load of 100 or less, B Occupancies with an occupant load of 25 or less, and for dining and/or drinking establishments.

\*\*\*Section 413.4; amend to read as follows:

**413.4 Public laundries and central washing facilities. Required location for floor drains.** Floor drains shall be installed in the following areas:

1. In public ~~coin-operated~~ laundries and in the central washing facilities of multiple-family dwellings, the rooms containing automatic clothes washers shall be provided with floor drains located to readily drain the entire floor area. Such drains shall have an outlet of not less than 3 inches (76 mm) in diameter.
2. Commercial kitchens.

**Exception:** In lieu of floor drains in commercial kitchens, the code official may accept floor sinks.

3. Public restrooms.

4. Closets containing mop/service sinks.

**\*\*\*Section 502.3; amend to read as follows:**

**502.3 Water heaters installed in attics.** *[Existing text to remain]* Access to the attic space shall be provided by one of the following:

1. A permanent stair.
2. A pull-down stair with a minimum 300-lb (136-kg) capacity.
3. An access door from an upper floor level.

**\*\*Section 608.17.5; amend to read as follows:**

**608.17.5 Connections to lawn irrigation systems.** The potable water supply to lawn irrigation systems shall be protected against backflow by an atmospheric vacuum breaker, a pressure vacuum breaker assembly, a double-check assembly, or a reduced pressure principle backflow prevention assembly. Valves shall not be installed downstream from an atmospheric vacuum breaker. Where chemicals are introduced into the system, the potable water supply shall be protected against backflow by a reduced pressure principle backflow prevention assembly.

**\*\*Section 703.6; delete.**

**\*\*Section 704.5; add to read as follows:**

**704.5 Single stack fittings.** Single stack fittings with internal baffle, PVC schedule 40 or cast-iron single stack shall be designed by a registered engineer and comply with a nationally recognized standard.

**\*\*\*Section 712.4.3; add to read as follows:**

**712.4.3 Dual pump system.** All sumps shall be automatically discharged and, when in any “public use” occupancy where the sump serves more than 10 fixture units, shall be provided with dual pumps or ejectors arranged to function independently in case of overload or mechanical failure. For storm drainage sumps and pumping systems, see Section 1113.

**\*\*Section 903.1.1; amend to read as follows:**

**903.1.1 Roof extension unprotected.** Open vent pipes that extend through a roof shall be terminated not less than 6 inches (152 mm) above the roof.

**\*\*Section 1109; delete.**

**\*\*\*Section 1202.1; delete Exceptions.**

**\*\*\*Chapter 15, subtitle ASTM; add ASTM D2321 to read as follows:**

***END***

**SECTION 16.**

**Section 150.045 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.045. THE 2024 EDITION OF THE INTERNATIONAL FUEL GAS CODE ADOPTED.**

- (a) The International Fuel Gas Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the fuel gas code of the City of Carrollton, and is made a part hereof, as amended. Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding.
- (b) One (1) copy of the 2024 edition of the International Fuel Gas Code, marked Exhibit “H”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) In the event a conflict is determined to exist between said International Fuel Gas Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

**SECTION 17.**

**Section 150.046 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.046. AMENDMENTS.**

***[C] \*\*Section 101.1; amend to read as follows:***

**101.1 Title.** These regulations shall be known as the *Fuel Gas Code* of the City of Carrollton, hereinafter referred to as “this code.”

***\*\*Section 102.8; amend to read as follows:***

**102.8 Referenced codes and standards.** The codes and standards referenced in this code shall be those that are listed in Chapter 8 and such codes, when specifically adopted, and standards shall be considered as part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall



be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted. *[Remainder unchanged]*

*[C] \*\*Section 103; amend to read as follows:*

**Section 103: ~~Code compliance agency~~ Building Inspection**

*[C] \*\*Section 103.1; amend to read as follows:*

**103.1 Creation of enforcement agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *code official*. *[Remainder unchanged]*

*\*\*\*Section 306.3; amend to read as follows:*

**306.3 Appliances in attics.** *[Existing text to remain]* Access to the attic space shall be provided by one of the following:

1. A permanent stair.
2. A pull-down stair with a minimum 300-lb (136-kg) capacity.
3. An access door from an upper floor level.

**Exceptions:**

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15 250 mm) in length.

*\*\*Section 306.5.1; amend to read as follows:*

**306.5.1 Sloped roofs.** Where appliances, *equipment*, fans or other components that require service are installed on a roof having a slope of 3 units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the appliance to which *access* is required for service, repair or maintenance. *[Remainder unchanged]*

*\*\*Section 401.5; amend to read as follows:*

**401.5 Identification.** *[Existing text to remain]*

Both ends of each section of medium pressure gas piping shall identify its operating gas pressure with an *approved* tag. The tags are to be composed of aluminum or stainless steel and the following wording shall be stamped into the tag:

"WARNING: 1/2 to 5 psi gas pressure - Do Not Remove"

***\*\*Section 404.12; amend to read as follows:***

**404.12 Minimum burial depth.** Underground *piping systems* shall be installed a minimum depth of ~~12 inches (305 mm)~~ 18 inches (457 mm) below grade, ~~except as provided for in Section 404.12.1.~~

***\*\*Section 406.4; amend to read as follows:***

**406.4 Test pressure measurement.** [Existing text to remain] *Spring type gauges do not meet the requirement of a calibrated gauge.*

***\*\*Section 406.4.1; amend to read as follows:***

**406.4.1 Test pressure.** The test pressure to be used shall be not less than ~~1-1/2 times the proposed maximum working pressure, but not less than~~ 3 psig (20 kPa gauge), or at the discretion of the code official, the *piping* and valves may be tested at a pressure of at least six (6) inches (152 mm) of mercury, measured with a manometer or slope gauge, ~~irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *piping* greater than 50 percent of the specified minimum yield strength of the pipe.~~ For tests requiring a pressure of 3 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 1/2"), a set hand, 1/10-pound incrementation and pressure range not to exceed 6 psi for tests requiring a pressure of 3 psig. For tests requiring a pressure of 10 psig, diaphragm gauges shall utilize a dial with a minimum diameter of three and one-half inches (3 1/2"), a set hand, a minimum of 2/10 pound incrementation and a pressure range not to exceed 50 psi. For welded *piping*, and for *piping* carrying gas at pressures in excess of fourteen (14) inches water column pressure (3.48 kPa) (1/2 psi) and less than 200 inches of water column pressure (52.2 kPa) (7.5 psi), the test pressure shall not be less than ten (10) pounds per square inch (69.6 kPa). For *piping* carrying gas at a pressure that exceeds 200 inches of water column (52.2 kPa) (7.5 psi), the test pressure shall be not less than one and one-half times the proposed maximum working pressure.

Diaphragm gauges used for testing must display a current calibration and be in good working condition. The appropriate test must be applied to the diaphragm gauge used for testing.

***\*\*Section 409.1.4; add to read as follows:***

**409.1.4 Valves in CSST installations.** Shutoff valves installed with corrugated stainless steel (CSST) *piping systems* shall be supported with an *approved* termination fitting, or equivalent support, suitable for the size of the valves, of adequate strength and quality, and located at intervals so as to prevent or damp out excessive vibration but in no case greater than 12 inches (304.8 mm) from the center of the valve. Supports shall be installed so as not to interfere with the free

expansion and contraction of the system's *piping*, fittings, and valves between anchors. All valves and supports shall be designed and installed so they will not be disengaged by movement of the supporting *piping*.

**\*\*Section 410.1; amend to read as follows:**

**410.1 Pressure regulators.** *[Existing text to remain]*

Access to regulators shall comply with the requirements for *access* to appliances as specified in Section 306.

**Exception:** A passageway or level service space is not required when the regulator is capable of being serviced and removed through the required attic opening.

**\*\*Section 621.2; amend to read as follows:**

**621.2 Prohibited use.** *[Existing text to remain]*

**Exception:** Existing unvented heaters may continue to be used in *dwelling units*, in accordance with the code provisions in effect when installed, when *approved by the code official* unless an unsafe condition is determined to exist as described in Section 113.6.

**END”**

## **SECTION 18.**

**Section 150.050 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.050. THE 2024 EDITION OF THE INTERNATIONAL MECHANICAL CODE ADOPTED.**

- (a) The International Mechanical Code, 2024 Edition, as published by the International Code Council, is hereby adopted, and designated as the mechanical code of the City of Carrollton, and is made a part hereof, as amended.
- (b) One (1) copy of the 2024 edition of the International Mechanical Code, marked Exhibit “J”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.
- (c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said International Mechanical Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 19.**

**Section 150.051 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.051. AMENDMENTS.**

*[C] \*\*Section 101.1; amend to read as follows:*

**101.1 Title.** These regulations shall be known as the *Mechanical Code* of the City of Carrollton, hereinafter referred to as “this code.”

*\*\*Section 102.8; amend to read as follows:*

**102.8 Referenced codes and standards.** The codes and standards referenced herein shall be those that are listed in Chapter 15 and such codes, when specifically adopted, and standards shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections 102.8.1 and 102.8.2. Whenever amendments have been adopted to the referenced codes and standards, each reference to said code and standard shall be considered to reference the adopted amendments. Any reference to NFPA 70 shall mean the National Electrical Code as adopted. *[Remainder unchanged]*

*[C] \*\*Section 103; amend to read as follows:*

**Section 103: ~~Code compliance agency~~ Building Inspection**

*[C] \*\*Section 103.1; amend to read as follows:*

**103.1 Creation of agency.** The Building Inspection Division of the Development Services Department is hereby created and the official in charge thereof shall be known as the *code official*. *[Remainder unchanged]*

*\*\*\*Section 202; add definitions to read as follows:*

**EFFECTIVE DISPERSAL VOLUME CHARGE (EDVC).** The maximum refrigerant charge permitted for an effective dispersal volume.

**REFRIGERANT DETECTION SYSTEM.** The product safety standard addresses both refrigerant detection systems and leak detection systems. In the product safety standard, a leak detection system is defined as “a sensing system which responds to refrigerant leaking from a refrigerating system.” A leak detection system may include gas sensing, ultrasonic, or other such methods that meet the standards UL 60335-2-40/CSA C22.2 No. 60335-2-40 or UL 60335-2-89/CSA C22.2 No. 60335-2-89. *[ASHRAE 15-2022: 3.1]*

**REFRIGERANT DETECTOR.** “Refrigerant sensor” is another term for refrigerant detector. A refrigerant sensor is a sensing element combined with electronic circuitry that provides a digital

output or an analog signal output that corresponds to the sensed refrigerant gas concentration.  
[ASHRAE 15-2022: 3.1]

**\*\*\*Section 306.3; amend to read as follows:**

**306.3 Appliances in attics.** *[Existing text to remain]* Access to the attic space shall be provided by one of the following:

1. A permanent stair.
2. A pull-down stair with a minimum 300-lb (136-kg) capacity.
3. An access door from an upper floor level.

**Exceptions:**

1. The passageway and level service space are not required where the *appliance* is capable of being serviced and removed through the required opening with the approval of the code official.
2. Where the passageway is unobstructed and not less than 6 feet (1829 mm) high and 22 inches (559 mm) wide for its entire length, the passageway shall be not greater than 50 feet (15 250 mm) in length.

**\*\*Section 306.5.1; amend to read as follows:**

**306.5.1 Sloped roofs.** Where appliances, *equipment*, fans or other components that require service are installed on a roof having a slope of 3 units vertical in 12 units horizontal (25-percent slope) or greater and having an edge more than 30 inches (762 mm) above grade at such edge, a catwalk at least 16 inches in width with substantial cleats spaced not more than 16 inches apart shall be provided from the roof access to a level platform at the appliance. The level platform shall be provided on each side of the appliance to which *access* is required for service, repair or maintenance. *[Remainder unchanged]*

**\*\*Section 501.3; amend to read as follows:**

**501.3 Exhaust discharge.** *[Exiting text to remain].*

4. Toilet room exhaust ducts may terminate in a warehouse or shop area when infiltration of outside air is present.

**\*\*\*Section 1104.2; amend to read as follows:**

**1104.2 Machinery room.** *[Exiting text to remain].*

3. Machinery Rooms are not required when in compliance with ASHRAE 15 Section 7.4.

**\*\*\* Section 1104.3.1.1; add to read as follows:**

**1104.3.1.1 Group A2L high-probability systems.** High-probability systems using Group A2L refrigerants shall comply with ASHRAE 15 section 7.6.

***\*\*\*Section 1109.2.5; amend to read as follows:***

**1109.2.5 Refrigerant pipe shafts.** *[Existing text to remain]*

2. Piping in a direct refrigeration system ~~using Group A1 refrigerant~~ where the refrigerant quantity does not exceed the limits of Table 1103.1 for the smallest occupied space through which the piping passes. *[Existing text to remain]*

***END***

## **SECTION 20.**

**Section 150.055 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.055. THE 2023 EDITION OF THE NATIONAL ELECTRICAL CODE ADOPTED.**

(a) The National Electrical Code, 2023 Edition, as published by the National Fire Prevention Association, is hereby adopted, and designated as the electrical code of the City of Carrollton, and is made a part hereof, as amended.

(b) One (1) copy of the 2023 edition of the National Electrical Code, marked Exhibit “K”, is incorporated herein by reference and shall be filed in the office of the City Secretary for permanent record and inspection.

(c) Unless deleted, amended, expanded, or otherwise changed herein, all provisions of such code shall be fully applicable and binding. In the event a conflict is determined to exist between said National Electrical Code as adopted and the other provisions of this ordinance, the latter provisions shall be construed as controlling and taking precedence over the former.”

## **SECTION 21.**

**Section 150.056 of the Code of Ordinances of the City of Carrollton, Texas, is hereby amended to read as follows:**

**“SECTION § 150.056. AMENDMENTS.**

***\*\*Article 100; add definitions to read as follows:***

**Engineering Supervision.** Supervision by a qualified State of Texas Licensed Professional Engineer engaged primarily in the design or maintenance of electrical installations as referenced by TBPELS 137.59 (a)(b) as acceptable by the AHJ.

**\*\*Article 110.2; amend to read as follows:**

**110.2 Approval.** The conductors and equipment required or permitted by this *Code* shall be acceptable only if approved. Approval of equipment may be evident by listing and labeling of equipment by a Nationally Recognized Testing Lab (NRTL) with a certification mark of that laboratory or a qualified third-party inspection agency or a field evaluation by a Field Evaluation Body accredited by either the International Code Council International Accreditation Service AC354 or ANSI National Accreditation Board programs and approved by the AHJ.

**Exception:** *Unlisted equipment that is relocated to another location within a jurisdiction or is field modified is subject to the approval by the AHJ. This approval may be by a field evaluation by a NRTL or qualified third-party inspection agency or a field evaluation by a Field Evaluation Body accredited by either the ICC IAS AC354 or ANAB programs and approved by the AHJ.*

Informational Note No. 1: See 90.7, Examination of Equipment for Safety, and 110.3, Examination, Identification, Installation, and Use of Equipment. See definitions of *Approved, Identified, Labeled, and Listed*.

Informational Note No. 2: Manufacturer's self-certification of equipment may not necessarily comply with U.S. product safety standards as certified by an NRTL.

Informational Note No. 3: National Fire Protection Association (NFPA) 790 and 791 provide an example of an approved method for qualifying a third-party inspection agency.

**\*\*\*Article 110.12 (B); amend to read as follows:**

**(B) Integrity of Electrical Equipment and Connections.** Internal parts of electrical equipment, including busbars, wiring terminals, insulators, and other surfaces, shall not be damaged or contaminated by foreign materials such as paint, plaster, cleaners, abrasives, ~~or~~ corrosive residues, or influences, fire, products of combustion, or water. There shall be no damaged parts that may adversely affect safe operation or mechanical strength of the equipment such as parts that are broken; bent, cut; or deteriorated by corrosion, chemical action, or overheating. Except where prohibited elsewhere in this Code, equipment shall be specifically evaluated by its manufacturer or a qualified testing laboratory prior to being returned to service. *[Remainder unchanged]*

**\*\*Article 210.8 (A); amend to read as follows:**

**(A) Dwelling Units.** *[Existing text to remain]*

*Exception No. 4: Factory-installed receptacles that are not readily accessible and are mounted internally to ~~bathroom~~ exhaust fan assemblies shall not require GFCI protection unless required by the installation instructions or listing.* *[Remainder unchanged]*

**\*\*Article 210.52 (C)(1); delete Exception No. 2.**

**\*\*Article 210.52 (C)(2); amend to read as follows:**

**(2) Island and Peninsular Countertops and Work Surfaces.** Receptacle outlets, if installed to serve an island or peninsular countertop or work surface, shall be installed in accordance with 210.52(C)(3). If a receptacle outlet is not provided to serve an island or peninsular countertop or work surface, ~~provisions shall be provided at the island or peninsula~~ a chapter 3 wiring method shall be installed and supplied from a Small Appliance Branch Circuit to a Listed Outlet Box in the Peninsular or Island Cabinet at an Accessible Location for future addition of a receptacle outlet to serve the island or peninsular countertop or work surface.

**\*\*Article 210.63 (B)(2); amend to read as follows:**

**(2) Indoor Equipment Requiring Dedicated Equipment Spaces.** Where equipment, other than service equipment, requires dedicated equipment space as specified in 110.26(E), the required receptacle outlet shall be located within the same room or area as the electrical equipment ~~and shall not be connected to the load side of the equipment's disconnecting means.~~

**\*\*\*Article 200.7; add to read as follows:**

**200.7 Load Calculation.** A load calculation shall be provided upon request when modifications to the electrical installation occur.

**\*\*\*Article 230.85 (C); amend to read as follows:**

**(C) Replacement.** *[Existing text to remain]*

*Exception: Where an existing installation is code compliant with 230.70 (A), and only meter sockets, service entrance conductors, or related raceways and fittings are replaced, the requirements of this section shall not apply.*

**\*\*\*Article 408.4 (A), amend to read as follows:**

**(A) Circuit Directory or Circuit Description.** *[Existing text to remain]*

(2) Included in a circuit directory that is permanently affixed and located on the face of, inside of, or in an approved location adjacent to the panel door in the case of a panelboard

**\*\*\*Article 410.118; amend to read as follows:**

**410.118 Access to Other Boxes.** *[Existing text to remain]*

*Exception: Removable luminaires with a minimum measurement of 22 in. x 22 in. (558.8 mm x 558.8 mm) shall be permitted to be used as access to outlet, pull, junction boxes or conduit bodies.*



**\*\*\*Article 422.31 (B); amend to read as follows:**

**(B) Appliances Rated over 300 Volt-Amperes.** For permanently connected appliances rated over 300 volt-amperes, the branch-circuit switch or circuit breaker shall be permitted to serve as the disconnecting means where the switch or circuit breaker is within sight from and is readily accessible to the appliance or be it serves or is capable of being locked in the open position in accordance with 110.25 and is readily accessible to the appliance it serves.

Informational Note No. 1: See 422.34 for appliances employing unit switches.

Informational Note No 2: The following means of access are considered to be readily accessible for this section when conforming to the additional access requirements of the I-Codes:

- (1) A permanent stair.
- (2) A pull-down stair with a minimum 300-lb (136-kg) capacity.
- (3) An access door from an upper floor level.

**\*\*Article 505.7; amend to read as follows:**

**505.7 Special Precaution.** *[Existing text to remain]*

Informational Note No. 2: Electrical equipment that is dependent on the protection technique permitted by 505.8(A) might not be suitable for use at temperatures lower than -20°C (-4°F) unless they are identified for use at lower temperatures. Low ambient conditions require special consideration. At low ambient temperatures, flammable concentrations of vapors might not exist in a location classified as Class I, Zones 0, 1, or 2 at normal ambient temperature.  
*[Remainder unchanged]*

**\*\*\*Article 690.9 (D); delete Exception.**

**\*\*Article 695.6 (A)(1); delete Exception.**

**\*\*\*Article 705.80; amend to read as follows:**

**705.80 Power Source Capacity.** *[Existing text to remain]* Solar photovoltaic (PV) and wind systems shall not be included in the sum capacity.

**END”**

## **SECTION 23.**

Save and except as amended by this Ordinance, all other ordinances of the City of Carrollton, Texas, shall remain in full force and effect.

**SECTION 24.**

Violation of this Ordinance shall be a misdemeanor punishable in accordance with Section 10.99 of the Code of Ordinances, City of Carrollton, Texas.

**SECTION 25.**

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

**SECTION 26.**

To the extent of any prior ordinance of the City of Carrollton (or any provision, clause, phrase, sentence or paragraph contained therein) conflicts with this Ordinance, said conflicting ordinance, provision, clause, phrase, sentence or paragraph is hereby repealed.

**SECTION 27.**

This Ordinance, after its adoption and publication, shall become and be effective September 1, 2025, and henceforth.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas, this 8<sup>th</sup> day of July, 2025.

**CITY OF CARROLLTON, TEXAS**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Kanika Juneja, Assistant City Attorney

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Brett L. King, Director of Development  
Services / Building Official



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7260

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*19.

**CC MEETING: July 8, 2025**

**DATE:** June 30, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Elliott Reep, Emergency Management Coordinator  
Rex Redden, Executive Director of Public Safety

Consider A **Resolution Of The City Of Carrollton, Texas Adopting The 2025 Dallas County Hazard Mitigation Plan (HMP) Update.**

### **BACKGROUND:**

The Federal Disaster Mitigation Act of 2000 and Federal Emergency Management Agency (FEMA) require communities to adopt a hazard mitigation action plan to be eligible for various pre-disaster and post-disaster federal funding for mitigation purposes. FEMA requires that communities update these plans every five years to be eligible for the federal funding. The City of Carrollton currently has a FEMA approved plan called the Dallas County Hazard Mitigation Plan. This Plan was approved by Council on January 12, 2016 and re-approved on July 7, 2020. The HMP was submitted as a joint plan with Dallas County and partnering jurisdictions during both previous processes.

In 2024, Dallas County, Carrollton and the 18 other jurisdictions collectively updated the 2020 Hazard Mitigation Plan to be submitted and approved by FEMA in 2025. Dallas County hired H20 Partners to assist with the update of the plan and plan submittal to the State and to FEMA. In the Dallas County Hazard Mitigation Plan Update, Carrollton assessed risks from a range of natural hazards; and identified risk reduction strategies and actions for hazards that threaten our community. If the City were awarded federal funding after a disaster, the hazard mitigation plan will be used as a baseline for possible funding.

Each jurisdiction that is partnering in the Dallas County Hazard Mitigation Action Plan 2025 is required to have their Council adopt the plan via Resolution before the final plan is submitted to FEMA for approval. Once approved, our Dallas County Hazard Mitigation Plan 2025 will be in good standing until its next required update in 2030. The final draft of the plan will be accessible on the Dallas County Office of Homeland Security and Emergency Management Website.

Approved Plan Link:

<https://www.dropbox.com/scl/fi/7zh2xo3w03mbv1ou64hly/Dallas-County-Draft-HMP-Update-REDACTED-Public-Copy-05.15.2025.pdf?rlkey=p3fdaqcz8tr8458np19yipv2t&e=1&st=x42sg7pv&dl=0>

**FINANCIAL IMPLICATIONS:**

There is no cost to the City to adopt the plan. The adoption of the plan allows for possible allotment of federal disaster grant funds in the future.

**COMMUNITY IMPACT:**

The importance of adopting the Dallas County Hazard Mitigation Plan Update is that it allows the City to potentially apply for federal disaster funding. The Plan is a tool used to formulate projects to mitigate the various identified hazards (ex. flooding, tornado, etc.) that can or may have in the past impacted the City.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends the approval of the Resolution adopting the 2025 Dallas County Hazard Mitigation Action Plan Update.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ADOPTING THE 2025 DALLAS COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN; AUTHORIZING INCORPORATION OF SAID UPDATED PLAN INTO THE CITY'S EMERGENCY OPERATIONS PLAN; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Federal Disaster Mitigation Act of 2000 and Federal Emergency Management Agency ("FEMA") require communities to adopt an updated hazard mitigation action plan every five (5) years to be eligible for the full range of pre-disaster and post-disaster federal funding for mitigation purposes; and

**WHEREAS**, on January 19, 2016, pursuant to Resolution No. 3897, the City Council of the City of Carrollton, Texas ("City Council") adopted the Dallas County Hazard Mitigation Plan ("the Plan") approved by Dallas County Commissioner's Court ("Dallas County") on or about December 15, 2015, and incorporated the Plan into the City's Emergency Operations Plan; and

**WHEREAS**, on July 7, 2020, pursuant to Resolution No. 4405, the City Council adopted the Dallas County 2020 Hazard Mitigation Plan as approved by Dallas County, and incorporated the Plan into the City's Emergency Operations Plan; and

**WHEREAS**, the City Council recognizes the threat that natural hazards pose to people and property within the City of Carrollton ("City"); and

**WHEREAS**, the Dallas County 2025 Hazard Mitigation Plan Update ("the 2025 Plan Update") outlines a mitigation vision, sets goals and objectives, assesses risk from a range of hazards, and identifies risk reduction strategies and actions for hazards that threaten the community; and

**WHEREAS**, on April 23, 2025, FEMA notified Dallas County that the 2025 Plan Update had been approved by FEMA, subject to approval and adoption by the communities that were participating in the Plan; and

**WHEREAS**, the City Council of the City of Carrollton finds it to be in the public interest to adopt the 2025 Plan Update and to authorize its incorporation into the City's own emergency planning documents.

**NOW THEREFORE, BE IT RESOVED BY THE CITY 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 Resolution as if copied in their entirety.

**SECTION 2.**

The Dallas County 2025 Hazard Mitigation Action Plan Update, approved by FEMA on April 23, 2025, is hereby adopted and is authorized to be incorporated as an appendix to and made a part of the City of Carrollton Emergency Operations Plan.

**SECTION 3.**

This Resolution shall be effective from and after its date of passage.

**DULY PASSED AND APPROVED** by the City Council of the City of Carrollton, Texas, on this the 8<sup>th</sup> day of July, 2025.

**CITY OF CARROLLTON, TEXAS**

\_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

\_\_\_\_\_  
Meredith Ladd, City Attorney



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7269

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*20.

**CC MEETING:** July 8, 2025

**DATE:** June 30, 2025

**TO:** City Council

**FROM:** Meredith A. Ladd, City Attorney

Consider A Resolution Of The City Council Of The City Of Carrollton, Texas, Suspending The July 31, 2025 Effective Date Of Oncor Electric Delivery Company's Requested Rate Change To Permit The City Time To Study The Request And To Establish Reasonable Rates; Approving Cooperation With The Steering Committee Of Cities Served By Oncor To Hire Legal And Consulting Services And To Negotiate With The Company And Direct Any Necessary Litigation And Appeals; Finding That The Meeting At Which This Resolution Is Passed Is Open To The Public As Required By Law; Requiring Notice Of This Resolution To The Company And Legal Counsel For The Steering Committee; And Providing An Effective Date.

### BACKGROUND:

Oncor Electric Delivery Company ("Oncor" or "the Company") filed an application on or about June 26, 2025 with cities retaining original jurisdiction seeking to increase system-wide transmission and distribution rates by about \$834 million or approximately 13% over present revenues. The Company asks the City to approve a 12.3% increase in residential rates and a 51.0% increase in street lighting rates. If approved, an average residential customer would see a bill increase of about \$7.90 per month.

The resolution suspends the July 31, 2025 effective date of the Company's rate increase for the maximum period permitted by law to allow the City, working in conjunction with the Steering Committee of Cities Served by Oncor, to evaluate the filing, determine whether the filing complies with law, and if lawful, to determine what further strategy, including settlement, to pursue.

The law provides that a rate request made by an electric utility cannot become effective until at least 35 days following the filing of the application to change rates. The law permits the City to suspend the rate change for 90 days after the date the rate change would otherwise be effective. If the City fails to

take some action regarding the filing before the effective date, Oncor's rate request is deemed administratively approved.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Council approval of the Resolution suspending the rate increase recommended by Oncor.



**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, SUSPENDING THE JULY 31, 2025 EFFECTIVE DATE OF ONCOR ELECTRIC DELIVERY COMPANY’S REQUESTED RATE CHANGE TO PERMIT THE CITY TIME TO STUDY THE REQUEST AND TO ESTABLISH REASONABLE RATES; APPROVING COOPERATION WITH THE STEERING COMMITTEE OF CITIES SERVED BY ONCOR TO HIRE LEGAL AND CONSULTING SERVICES AND TO NEGOTIATE WITH THE COMPANY AND DIRECT ANY NECESSARY LITIGATION AND APPEALS; FINDING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW; REQUIRING NOTICE OF THIS RESOLUTION TO THE COMPANY AND LEGAL COUNSEL FOR THE STEERING COMMITTEE; AND PROVISING AN EFFECTIVE DATE.**

**WHEREAS**, on or about June 26, 2025, Oncor Electric Delivery Company (“Oncor”), pursuant to PURA §§ 33.001 and 36.001 filed with the City of Carrollton (“City”) a Statement of Intent to increase electric transmission and distribution rates in all municipalities exercising original jurisdiction within its service area effective July 31, 2025; and

**WHEREAS**, the City is a member of the Steering Committee of Cities Served by Oncor (“Steering Committee”) and will cooperate with the 170 similarly situated city members and other city participants in conducting a review of the Company’s application and to hire and direct legal counsel and consultants and to prepare a common response and to negotiate with the Company prior to getting reasonable rates and direct any necessary litigation; and

**WHEREAS**, PURA § 36.108 grants local regulatory authorities the right to suspend the effective date of proposed rate changes for ninety (90) days after the date the rate change would otherwise be effective; and

**WHEREAS**, PURA § 33.023 provides that costs incurred by Cities in ratemaking proceedings are to be reimbursed by the regulated utility.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY 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 Resolution as if copied in their entirety.

**SECTION 2**

The July 31, 2025 effective date of the rate request submitted by Oncor on or about June 26, 2025, be suspended for the maximum period allowed by law to permit adequate time to review the proposed changes and to establish reasonable rates.

### **SECTION 3**

As indicated in the City's resolution approving membership in the Steering Committee, the Executive Committee of Steering Committee is authorized to hire and direct legal counsel and consultants, negotiate with the Company, make recommendations regarding reasonable rates, and to intervene and direct any necessary administrative proceedings or court litigation associated with an appeal of a rate ordinance and the rate case filed with the City or Public Utility Commission.

### **SECTION 4**

The City's reasonable rate case expenses shall be reimbursed by Oncor.

### **SECTION 5**

It is hereby officially found and determined that the meeting at which this Resolution is passed is open to the public as required by law and the public notice of the time, place, and purpose of said meeting was given as required.

### **SECTION 6**

A copy of this Resolution shall be sent to Oncor Electric Delivery Company LLC, 1616 Woodall Rodgers Freeway, Dallas, Texas 75202 and to Thomas Brocato, Counsel to the Steering Committee, at Lloyd Gosselink Rochelle & Townsend, P.C., P.O. Box 1725, Austin, Texas 78767-1725

### **SECTION 7**

This Resolution shall take effect upon passage.

PASSED AND APPROVED this 8th day of July, 2025.

**CITY OF CARROLLTON**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Chloe Sawatzky  
City Secretary

\_\_\_\_\_  
Meredith A. Ladd  
City Attorney



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7277

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**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*21.

**CC MEETING:** July 8, 2025

**DATE:** July 1, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Wheat, P.E., Director of Engineering  
Shannon Hicks, P.E., Assistant City Manager

Consider **A Resolution Authorizing The City Manager, To Acquire A Certain Parking Lot Easement For The Construction Of Woodlake Lake Enhancements Phase 1 Project; Determining The Public Use And Necessity For Such Acquisition; Authorizing The Acquisition Of Property Rights Necessary For Said Project; Authorizing The City Manager To Take All Steps Necessary To Acquire The Needed Property Rights In Compliance With All Applicable Laws And Resolutions.**

### **BACKGROUND:**

This resolution will provide authorization to acquire the necessary parking lot easement to construct the parking lot improvements included in the Woodlake Lake Enhancements Phase 1 Project. To facilitate the construction of the project, it is necessary for the City to acquire a parking lot easement from Holy Covenant United Methodist Church. The specific parcel is identified in the Location Map.

The Woodlake Lake Enhancements Phase 1 Project scope of work was approved by Council in January of 2021. Design efforts on the project began in early 2021, and the project was bid for construction in the spring of 2024 (currently under construction). The scope of the project includes an overlook, trail improvements, kayak launch, landscaping and lighting improvements, food truck parking, and a dedicated parking lot and pedestrian crossing across Peter's Colony Road. To construct the dedicated parking lot for the project, an easement from Holy Covenant United Methodist Church is necessary. This easement will allow for the parking lot to be constructed on the church's property and allow for the city to retain rights to the parking lot for needed maintenance.

Holy Covenant United Methodist Church has already agreed to move forward with the city's acquisition of the easement on their property.

**FINANCIAL IMPLICATIONS:**

The city will pay a one-time fee for the parking lot easement in the amount of \$167,841.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project will support the City Council's strategic objectives and vision of building a community that families and businesses want to call home by:

Sustaining quality of life - By having a parking lot for Woodlake Lake, users of the park and trail will no longer have to rely only on street parking to access the amenities. The parking lot and dedicated street crossing will make for a safer experience for pedestrians and motorists.

Sustaining day-to-day operations - Having a dedicated easement for the parking lot will allow the city to provide maintenance services for the lot as needed as well as quickly address any repairs that may be needed in the future.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends authorizing the City Manager to take all steps necessary to acquire the needed property rights in compliance with all applicable laws and resolutions;

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ALL NECESSARY DOCUMENTS FOR THE ACQUISITION OF APPROXIMATELY 18,649 SQUARE FEET AS A PUBLIC PARKING LOT EASEMENT AT 1901 EAST PETERS COLONY RD, CARROLLTON, DALLAS COUNTY, TEXAS, FOR THE WOODLAKE LAKE ENHANCEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$167,841.00; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Carrollton, Texas (“City Council”), has authority to purchase real property to promote public needs and necessities in the City of Carrollton, Texas (“City”); and

**WHEREAS**, the City of Carrollton is currently constructing public park enhancements to Woodlake Lake, and to facilitate the construction, the City will need to acquire an interest in certain real property, being approximately 18,649 square feet as a public parking lot easement, located at 1901 Peters Colony Rd, within the City of Carrollton, Dallas County, Texas, (the “Property”), and as further described in Exhibit “A,” attached hereto by reference for all purposes; and

**WHEREAS**, the Property is necessary for the completion of the Woodlake Lake Enhancements Project; and

**WHEREAS**, Holy Covenant United Methodist Church, the current owner at 1901 East Peters Colony Rd, and the City have negotiated and agreed upon a purchase price of \$167,841.00 for the Property, including all structures and in its “as is” condition; and

**WHEREAS**, the expenses incurred for all survey, title policy, and closing costs related to the purchase of the Property are estimated to be approximately \$0.00.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY 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 Resolution as if copied in their entirety.

**SECTION 2:**

The City Manager is hereby authorized to execute all documents necessary to purchase the Property in connection therewith on behalf of the City, substantially according to the terms and conditions set forth in this Resolution.

**SECTION 3:**

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

**PASSED and APPROVED on this 8th day of July, 2025.**

**CITY OF CARROLLTON, TEXAS**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Meredith A. Ladd, City Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Jonathan Wheat, P.E.,  
Director of Engineering

## EXHIBIT A – LOCATION MAP

### WOODLAKE LAKE ENHANCEMENTS PROJECT – PARKING LOT EASEMENT



NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

## **CITY OF CARROLLTON PARKING LOT EASEMENT**

**THE STATE OF TEXAS §**

**§ KNOW ALL MEN BY THESE PRESENTS:**

**COUNTY OF DENTON §**

This **CITY OF CARROLLTON PARKING LOT EASEMENT** (the “**Easement**”) is entered into effective as of the \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **HOLY COVENANT UNITED METHODIST CHURCH**, (whether one or more natural persons or legal entities (“**Grantor**”) and **THE CITY OF CARROLLTON, TEXAS**, of the County of Denton, State of Texas, a municipal corporation (“**Grantee**”).

That, Grantor, for and in consideration of the sum of Ten (\$10.00) Dollars, to the undersigned in hand paid by Grantee, the receipt of which is hereby acknowledged and confessed, and the further benefits to be derived by remaining property as a result of projected public improvements, has granted, sold and conveyed, and by these presents does grant, sell and convey to the Grantee, whose address is 1945 East Jackson Road, Carrollton, Texas 75006, the receipt and sufficiency of which is hereby acknowledged, a non-exclusive easement for vehicular and pedestrian access and parking including for construction, operation, maintenance and repair, over, under, through, across, and along all that certain lot, tract, or parcel of land (the “**Easement Area**”) situated in the County of Denton, State of Texas, described as follows, to-wit:

**The Parcel described and shown in Exhibit “A”, being attached hereto and made apart hereof for all purposes.**

This Easement is being granted to Grantee solely for the purpose of Grantee erecting on the Easement Area a public parking lot for the parking of vehicles, and Grantee shall make the improvements on such grade and according to such plans and specifications as are approved in writing by Grantor. The payment of the purchase price for the easement herein conveyed shall be considered full compensation for same, and for any diminution in value that may result to remaining property by virtue of project proximity thereto, grade, alignment, utility installation, or the alteration of drainage patterns and facilities.

This Easement is being granted to Grantee subject to the following covenants and conditions which are binding upon the Grantee: (a) Grantee shall construct and install, at Grantee’s sole cost and expense, the parking lot, paving, lighting, and landscaping facilities (the “**Parking Lot and Facilities**”) in a good and workmanlike manner, in compliance with all applicable laws, and in accordance with the plans approved by Grantor, (b) Grantee will complete construction of the Parking Lot and Facilities (the “**Work**”) within ninety (90) days after commencement of construction, (c) Grantee will timely pay contractors for the Work and will obtain recordable lien waivers from such contractors and provide copies of same to Grantor, (d) Grantee shall indemnify,



defend and hold harmless Grantor from any and all liens, claims, costs and expenses in connection with the Work, and will have any liens filed in connection with the Work released within thirty (30) days after notice of such lien filing, (e) Grantee will maintain the Easement Area and Parking Lot and Facilities in a good, clean, and operable condition at all times, with regular cleaning at least weekly, and (f) Grantee shall maintain commercial general liability insurance on the Parking Lot and Facilities in the amount of at least \$1,000,000 per occurrence and \$3,000,000 in the aggregate, and Grantor shall be an additional insured on such policy, a copy of which policy Grantee shall provide to Grantor upon request.

The duration of this Easement herein granted shall be ten (10) years from the date this agreement is recorded. The term of the Easement may be extended for two (2) additional ten (10) year terms, however Grantee must give Grantor written notice of its election to extend the term of the easement at least six (6) months prior to the scheduled expiration date of the easement or such easement will expire on such date. If the easement does not continue to be used for a public purpose the easement will terminate, and the Easement Area will be returned to the Grantor in a good, clean and usable condition. Notwithstanding anything to the contrary contained herein, during either of the two (2) ten (10) year extension terms, Grantor shall have the right to elect, upon six (6) months prior notice to Grantee, to terminate this Easement effective on the date six months after such notice; provided, Grantor must pay Grantee a pro rata portion of the purchase price of the Easement calculated as the purchase price multiplied times a fraction the numerator of which is the remainder of time left on the Easement (including the 2 option periods) over the denominator being the full 30 year period of the Easement assuming the two (2) option periods were exercised.

Notwithstanding anything to the contrary contained herein, this Easement is non-exclusive and Grantee shall have the right to use the Easement Area in conjunction with the use by the public pursuant to this Easement; provided, Grantor and Grantee acknowledge and agree that (a) Grantee shall not schedule or permit the scheduling of events requiring or allowing the use of the Easement Area by the public on or before twelve o'clock noon Central Standard Time on Sundays, and (b) Grantor may reserve the Easement Area for the exclusive use of Grantor by written notice to Grantee at least ten (10) days in advance for a total of no more than twelve (12) days per calendar year.

If Grantee fails to perform its obligations under this Easement within 15 days following delivery of notice from Grantor to Grantee, then in addition to its other rights and remedies, the Grantor shall be entitled to cure such default and perform the obligations of Grantee; provided, however, if such failure cannot through the exercise of reasonable diligence be cured within such 15 days, a default shall not be deemed to have occurred so long as Grantee commences to cure such default within such 15-day period and diligently prosecutes same to completion within thirty (30) days. In the event that such default has been cured by Grantor in accordance with the previous sentence, within thirty (30) days following Grantor's demand to Grantee including paid invoices, Grantee shall reimburse Grantor for all actual costs and expenses (together with interest thereon at the lesser of 15% per annum or the highest interest rate allowed by applicable law) incurred by the Grantor in connection with the cure of such default. Additionally, in the event that Grantee fails to cure the default within sixty (60) days after written notice from Grantor to Grantee, Grantor may elect to terminate this Easement by written notice to Grantee.

Should one or more of the Grantor(s) herein be natural persons and not joined by the respective spouse, it is conclusively presumed that the land herein conveyed is not the residence or business homestead of such Grantor(s) and that the undersigned has full authority to sign individually. Should one or more of the Grantor(s) herein be a legal entity other than a natural person, it shall be conclusively presumed that the person signing on behalf of such party has been duly and legally authorized to so sign. **Prior to this Parking Lot Easement being submitted to the City, Grantor shall obtain consent from all lienholders/mortgagees. The lienholder/mortgagee shall provide their consent and subordination in writing below. If the lienholder signature block is left blank and no partial release is provided, Grantor represents that, to the best of their knowledge, there are no lienholders or mortgagees on the property. Grantor also acknowledges that the City has relied upon such representation.**

**TO HAVE AND TO HOLD** the same, subject to all matters of record, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the Grantee, its successors and assigns forever, mortgagees, or successors, to warrant and forever defend, all and singular the said easement unto the said Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim same or any part thereof by, through our under Grantor, but not otherwise.

**\*\*REMAINDER OF PAGE LEFT INTENTIONALLY BLANK\*\*  
SIGNATURES AND ACKNOWLEDGMENTS ON NEXT PAGE**

**EXECUTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**GRANTOR**

HOLY COVENANT UNITED METHODIST CHURCH

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**GRANTEE**

THE CITY OF CARROLLTON, TEXAS

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

---

## ACKNOWLEDGMENT

STATE OF TEXAS

§

§

COUNTY OF \_\_\_\_\_

§

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2025,  
by \_\_\_\_\_, \_\_\_\_\_, of

Holy Covenant United Methodist Church, known to me to be the same person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE \_\_\_\_\_ day of \_\_\_\_\_, 2025.

[Seal]

\_\_\_\_\_  
Notary Public  
State of Texas

My Commission Expires:  
\_\_\_\_\_

## ACKNOWLEDGMENT

STATE OF TEXAS

§

§

COUNTY OF DENTON

§

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2025,  
by \_\_\_\_\_, \_\_\_\_\_, of

The City of Carrollton, Texas, known to me to be the same person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated and as the act and deed of said corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE \_\_\_\_\_ day of \_\_\_\_\_, 2025.

[Seal]

\_\_\_\_\_  
Notary Public  
State of Texas

My Commission Expires:  
\_\_\_\_\_

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**After Recording, Please Return To:**  
**City of Carrollton**  
**Legal Department**  
**1945 E. Jackson Road**  
**Carrollton, Texas 75006**

## EXHIBIT “A”

### Legal Description and Depiction of Easement Area





13621 HWY. 110 S.  
TYLER, TX 75707  
(903) 939-8860  
FIRM ID 10122800

**EXHIBIT "A"**  
**PAGE 1 OF 3**

**CITY OF CARROLLTON, TEXAS  
PARKING LOT EASEMENT  
UNITED METHODIST CHURCH  
DENTON COUNTY, TEXAS**

**METES AND BOUNDS DESCRIPTION FOR  
0.428 OF AN ACRE PARKING LOT EASEMENT  
HARRISON H. HILL SURVEY, ABSTRACT No. 599  
DENTON COUNTY, TEXAS**

**BEING 0.428** of an acre of land situated in the Harrison H. Hill Survey, Abstract Number 599, of Denton County, Texas and being a part of Lot 1, Block 5, of Woodlake Addition No. 4, as shown on a plat, recorded in Volume 10, Page 6 of the Plat Records of Denton County, Texas, said 0.428 of an acre Parking Lot Easement to be more particularly described by metes and bounds as follows:

**BEGINNING** at a 1/2 inch iron rod (found), for the southeast corner of the herein described 0.428 of an acre Parking Lot Easement, same being an east corner of the above referenced Lot 1, also being located at the intersection of Paxton Drive and Peters Colony Road, and being the beginning of a curve to the right whose functions are as follows: Radius: 510.88 feet, Chord Length: 101.63 feet, Chord Bearing: South 49°59'50" West;

**THENCE** with the above mentioned curve to the right, for an arc length of 101.80 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384" for the southwest corner of the herein described 0.428 of an acre Parking Lot Easement, same being located on a southeast boundary line of the above mentioned Lot 1, and being located in the north right-of-way of Peters Colony Road;

**THENCE** North 37°30'35" West, for a distance of 23.31 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for a south corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 52°29'25" East, for a distance of 12.40 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for a south corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 47°31'27" West, for a distance of 141.41 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for a south corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 74°47'38" West, for a distance of 16.84 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for the northwest corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 11°22'49" East, for a distance of 44.55 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for a west corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 79°59'24" West, for a distance of 8.56 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for a west corner of the herein described 0.428 of an acre Parking Lot Easement;

**THENCE** North 10°00'36" East, for a distance of 42.58 feet, to a 1/2 inch iron rod (set), with plastic cap marked "RMC 5384", for the northeast corner of the herein described 0.428 of an acre Parking Lot Easement, same being located on a north boundary line of said Lot 1, also being located in the south right-of-way of Paxton

**PAGE 2 OF 3 – PARKING LOT EASEMENT**

Drive, and being the beginning of a curve to the right whose functions are as follows: Radius: 126.64 feet, Chord Length: 75.75 feet, Chord Bearing: South 64°48'43" East;

**THENCE** with the above mentioned curve to the right, for an arc length of 76.93 feet, to a 1/2 inch iron rod (found), with plastic cap marked "HENNESSEY 3740" for a north corner of the herein described 0.428 of an acre Parking Lot Easement, same being a north corner of said Lot 1, and being located in the south right-of-way of Paxton Drive;

**THENCE** South 47°35'45" East, for a distance of 171.24 feet, back to the place of beginning and containing 0.428 of an acre of land.

Bearings, distances, and coordinates are based on the Texas Coordinate System, North Central Zone, North American Datum of 1983 and were derived from GPS observations using the Leica GNSS Network and OPUS solutions. The values were collected in the North America Datum of 1983 (2011) using Geoid 12-B.

See plat, prepared even date.

I, R. L. McCrary, Registered Professional Land Surveyor, do hereby certify that the above description was prepared from a survey made on the ground under my supervision during the 5<sup>th</sup> day of April, 2024.

**GIVEN UNDER MY HAND AND SEAL**, this the 11<sup>th</sup> day of April, 2024.

  
R. L. McCrary  
Registered Professional  
Land Surveyor No. 5384





LOT 13, BLOCK 4  
WOODLAKE ADDITION NO. 4  
VOLUME 10, PAGE 6  
P.R.D.C.T.

APN: 55461  
OWNER: MAROHL, DIETRICH

LOT 12, BLOCK 4  
WOODLAKE ADDITION NO. 4  
VOLUME 10, PAGE 6  
P.R.D.C.T.

APN: 55456  
OWNER: FREISE, WILLIAM D

SURVEYED 0.428 OF AN ACRE  
PARKING LOT EASEMENT

LOT 1, BLOCK 5  
WOODLAKE ADDITION NO. 4  
VOLUME 10, PAGE 6  
PLAT RECORDS OF  
DENTON COUNTY, TEXAS

APN: 55506  
OWNER: UNITED  
METHODIST CHURCH

● - DENOTES 1/2" IRON ROD (SET), EXCEPT AS NOTED

**PARKING LOT EASEMENT  
VARIABLE WIDTH  
18,649 SQ. FEET  
0.428 OF AN ACRE**

LINE	BEARING	DISTANCE
L1	N 52°29'25" E	12.40'
L2	N 74°47'38" W	16.84'
L3	N 79°59'24" W	8.56'

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	510.88'	101.80'	101.63'	S 49°59'50" W	11°25'01"
C2	126.64'	76.93'	75.75'	S 64°48'43" E	34°48'17"

PETERS COLONY ROAD  
60 PUBLIC R.O.W.  
VOLUME 10, PAGE 6

APN: 122893  
OWNER: CITY OF  
CARROLLTON

SEE NOTES PREPARED EVEN DATE.

1000

### **PARKING LOT EASEMENT**

TRACT BOUNDARY

I, the undersigned, do hereby certify that this plat is true and correct to the best of my knowledge and belief.

BY: *K H Y / - Cary* APRIL 11, 2024



GRID NORTH  
TEXAS N. CENTRAL  
NAO 1983



**RMC**  
SURVEYING

13621 HWY. 110 S.  
TYLER, TX. 75707  
(903) 939-8860  
FIRM ID 10122800

## REVISIONS

NO.	DATE	DESCRIPTION
A	4/11/2024	ISSUED FOR REVIEW

40°      20°      0°      40°

 $1^\circ = 40'$ 

## ACREAGE

PARKING LOT EASEMENT
VARIABLE WIDTH
18,649 SQ. FEET
0.438 OF AN ACRE

TOTAL ACREAGE  
0.428 OF AN ACRE

CITY OF CARROLLTON, TEXAS

**EXHIBIT PLAT  
SHOWING  
PARKING LOT  
EASEMENT**

HARRISON H. HILL SURVEY, A-599  
DENTON COUNTY, TEXAS

OWNER

UNITED  
METHODIST CHURCH

REV.

A

1980-1981

LINE 1-10

Later, new

## ABSTRACT

193-42272



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7278

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*22.

**CC MEETING:** July 8, 2025

**DATE:** July 1, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Wheat, P.E., Director of Engineering  
Shannon Hicks, P.E., Assistant City Manager

Consider A **Resolution Authorizing The City Manager To Execute Contract Amendment No. 1 With Magee Architects, L.P. For Additional Services Related To Architectural Support Services In An Amount Not To Exceed \$7,465.00.**

### **BACKGROUND:**

The City of Carrollton routinely utilizes the assistance and specialties of outside consulting firms for services such as initial design review, space evaluation, and other non-project specific architectural consulting. On December 5, 2024, an initial contract was entered into for Architectural Support Services with Magee Architects, L.P. for forty-five thousand dollars (\$45,000.00), to assist staff as non-project specific items arose. This initial contract has been exhausted, and additional work is needed to review project cost estimates.

### **FINANCIAL IMPLICATIONS:**

There necessary funds for this contract are available in the Engineering Operating budget for Professional Services.

### **IMPACT ON COMMUNITY SUSTAINABILITY:**

This project will support the City Council's strategic objectives and vision of building a community that families and businesses want to call home by providing architectural support services for various projects and developing the next bond program.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends City Council approve a resolution authorizing the City Manager to amend the existing professional services contract with Magee Architects, L.P. for architectural support services in an amount not to exceed \$7,465.00, increasing the total contract to an amount not to exceed \$52,465.00.

\$52,465.00.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS  
AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A  
CONTRACT AMENDMENT WITH MAGEE ARCHITECTS, L.P. FOR ADDITIONAL  
SERVICES RELATED TO ARCHITECTURAL SUPPORT SERVICES; AND  
PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1:**

The City Manager is authorized to negotiate and execute a contract amendment with Magee Architects, L.P. for additional services related to the architectural support services contract in an amount not to exceed \$7,465.00, for a total contract amount not to exceed 52,465.00.

**SECTION 2:**

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

**SECTION 3:**

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

**PASSED and APPROVED on this 8<sup>th</sup> day of July 2025.**

**CITY OF CARROLLTON, TEXAS**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

Approved as to form:

Approved as to content:

\_\_\_\_\_  
Meredith A. Ladd, City Attorney

\_\_\_\_\_  
Jonathan Wheat, P.E.  
Director of Engineering



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7281

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Consent Agenda

**In Control:** City Council

**File Type:** Resolution

**Agenda Number:** \*23.

**CC MEETING:** July 22, 2025

**DATE:** July 2, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Jonathan Wheat, P.E., Director of Engineering  
Shannon Hicks, P.E., Assistant City Manager

Consider A Resolution Authorizing The City Manager To Negotiate And Execute Professional Engineering Services Contracts For The Geotechnical And Materials Testing Services Associated With Capital Improvement Projects With Braun Intertec Corporation, ECS Southwest, LLP, Henley-Johnston & Associates, Inc., And Terracon Consultants, Inc.; And Providing An Effective Date.

### BACKGROUND:

As part of nearly all construction projects the City performs, materials testing is a requirement to ensure that contract requirements are met or exceeded. These tests include compaction and densities of roadway subgrades, concrete compressive strength, pipeline trench compaction, reinforcing and structural steel inspections, etc. In limited circumstances, geotechnical services may also be used for special projects such as slope stability, smaller city facility projects or city-partnered development projects. Testing costs vary due to a number of factors but generally run between 3% and 7% of construction costs. With the exception of special projects, testing costs are expended through the capital account for the specific project.

A formal selection process was conducted, by which a request for qualifications was publicly advertised, and firms were evaluated on criteria that included understanding of required services, similar project experience, personnel depth, and company qualifications. Once the most qualified firms are identified by staff and approved by Council, contract rates for various services and personnel are negotiated, and a maximum contract amount established for each firm. Services are then rendered as required for each specific project in what is known as an indefinite delivery contract. In previous programs, the City has selected four testing firms to provide all related services within the Council-authorized amount over an approximate two-year period.

For the 2024-2026 program, thirteen firms submitted statements of qualifications, and were evaluated

based on established criteria. After assessment by staff, it was determined that selecting four firms continues to adequately serve the city's CIP program over the coming years, and not only allows for an increased workload, but lends the ability to provide some higher levels of specialized testing and inspections such as building commissioning, roof inspections, etc. Braun Intertec Corporation, ECS Southwest, LLP, Henley-Johnston & Associates, Inc., and Terracon Consultants, Inc. were deemed to be the best qualified for the services identified.

The original authorization for the 2024-2026 program was approved by Council at the November 7, 2023, City Council Meeting for a total maximum fee of \$1,000,000. Due to the volume of projects under construction and completed since its approval, that authorization has been exhausted requiring a request for additional funds.

**FINANCIAL IMPLICATIONS:**

There are no direct financial implications associated with the approval of this agenda item. Services will be provided as a work order on a project-by-project basis. Funding for these services will come from the respective capital project budget.

Staff are proposing a total amount not to exceed \$1,000,000. Fees will be split equitably between the four firms based on individual firm capabilities, variability in project size and scope requirements.

**IMPACT ON COMMUNITY SUSTAINABILITY:**

This project will support the City Council's strategic objectives and vision of building a community that families and businesses want to call home by:

- Ensuring construction provided to the city meets project requirements.
- Reducing issues concerning Maintenance Bonds by reducing the potential use of substandard materials.

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends approval to authorize the City Manager to enter into a Professional Services Agreement for geotechnical and materials testing services with Braun Intertec Corporation, ECS Southwest, LLP, Henley-Johnston & Associates, Inc., and Terracon Consultants, Inc. for a total maximum fee of \$1,000,000.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE PROFESSIONAL SERVICES CONTRACTS FOR GEOTECHNICAL AND MATERIALS TESTING WITH BRAUN INTERTEC CORPORATION, ECS SOUTHWEST, LLP, HENLEY-JOHNSTON & ASSOCIATES, INC., AND TERRACON CONSULTANTS, INC. FOR ENGINEERING SERVICES; AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1:**

The City Manager is authorized to negotiate and execute services contracts with Braun Intertec Corporation, ECS Southwest, LLP, Henley-Johnston & Associates, Inc., and Terracon Consultants, Inc. for engineering services in an aggregate amount not to exceed \$1,000,000.

**SECTION 2:**

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

**SECTION 3:**

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

**PASSED and APPROVED on this 22nd day of July 2025.**

**CITY OF CARROLLTON, TEXAS**

By: \_\_\_\_\_  
Steve Babick, Mayor

**ATTEST:**

\_\_\_\_\_  
Chloe Sawatzky, City Secretary

Approved as to form:

Approved as to content:

\_\_\_\_\_  
Meredith A. Ladd, City Attorney

\_\_\_\_\_  
Jonathan Wheat, P.E.,  
Director of Engineering



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7258

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Public Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 24.

**CC MEETING: July 8, 2025**

**DATE:** June 20, 2025

**TO:** Erin Rinehart, City Manager

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

**Hold A Public Hearing And Consider A Resolution Adopting The Program Year 2025  
Community Development Block Grant One-Year Plan Of Action And Budget.**

### **BACKGROUND:**

This agenda item is to hold a public hearing and receive comments on the proposed Program Year (PY) 2025 One-Year Plan of Action and Budget. The item also includes a proposed resolution to adopt this plan. On October 1, 2025, the City of Carrollton will receive \$755,813 in new funding for PY 2025 Community Development Block Grant (CDBG) from the United States Department of Housing and Urban Development (HUD). According to federal law, these funds must be used to benefit persons of low- to moderate-income in Carrollton to address housing and community development concerns. In addition to new funding, an additional \$572,537 in unspent funding has been budgeted in this Action Plan.

This public hearing held during the July 8, 2025 City Council meeting is to solicit public input on the proposed PY 2025 Action Plan and seeks to approve the plan for submission to HUD. Public comments and Neighborhood Advisory Commission input have helped shape the draft plans and was approved by the NAC for Council consideration during the June 16, 2025 NAC meeting and public hearing.

The Community Development recommended budget includes:

- \$50,000 - Historic Carrollton Black Cemetery entry signage replacement;
- \$100,000 - Downtown Square gazebo repair, lighting, and seating;
- \$20,000 - Pioneer Park interactive art sculpture;
- \$50,000 - Thomas Park water features and court resurfacing;



\$20,000 - Rhoton Park court resurfacing;  
\$200,000 - Scott Mill Rd. street panel replacement;  
\$200,000 - Brake, Kirby, Cox Dr. street, sidewalk, water, and sewer replacement;  
\$200,000 - Francis-Perry street and sidewalk replacements;  
\$135,000 - Housing Rehabilitation programs;  
\$113,350 - Social Service funding to Metrocrest Services and Woven Health Clinic for homelessness response and medical services;  
\$90,000 - Enhanced Code Enforcement for the staff salary of the code officer completing multi-family inspections in low- to moderate-income neighborhoods;  
\$100,000 - City Hall accessibility improvements including wheelchair ramps;  
\$50,000 - Administration for staff training, legal notices, and project materials.

All activities in the proposed PY 2025 CDBG budget were identified as major priorities in the 2024-2028 Consolidated Plan approved by City Council on August 6, 2024. The proposed plan reflects continued funding support in all housing repair programs, assists infrastructure repair projects in CDBG target areas, and provides support for homelessness in the community. As the community continues to age, the need for these programs expands to address the challenges low- to moderate-income individuals face to maintain their homes.

**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 benefitting 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 hold a public hearing, receive citizen comments, and approve the Resolution to adopt the CDBG Program Year 2025 Action Plan and Budget.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, ADOPTING THE 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 Community Development Block Grant funds from the United States Department of Housing and Urban Development in Program Year 2025; and

**WHEREAS,** on June 16, 2025, the Neighborhood Advisory Commission held a public hearing on the Program Year 2025 Community Development Block Grant One-Year Plan of Action and Budget, and after all persons were given an opportunity to present verbal and written testimony, did consider and unanimously approve this Plan and Budget for City Council consideration; and

**WHEREAS,** the City Council conducted a public hearing on July 8, 2025, and thereby provided all persons with an opportunity to present verbal and written testimony; and

**WHEREAS,** the City Council has been presented and reviewed the 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 that the adoption of the 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, THEREFORE, 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 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 8<sup>th</sup> day of July, 2025.

CITY OF CARROLLTON, TEXAS

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Steve Babick, Mayor

ATTEST:

---

Chloe Sawatzky, City Secretary

APPROVED TO FORM:

APPROVED TO CONTENT:

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Meredith A. Ladd,  
City Attorney

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Cory Heiple,  
Director Environmental Services

*CDBG 2025  
Program Action Year*



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## Executive Summary

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

#### **1. Introduction**

This document represents PY25 Action Plan for the second year of the 2024-2028 Five-Year Consolidated Plan for the City of Carrollton, Texas, and will cover 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 included a public hearing before the Neighborhood Advisory Commission and a second public hearing before the Carrollton City Council, both of which were announced with legal notices placed in the Dallas Morning News, on the city website and in email notifications to social service providers which service Carrollton.

Housing and community development needs identified by participants, validated needs shown in the market and housing analyses as well as the professional experience of city staff and service providers. This in turn helped shape the goal process to address the identified needs.

#### **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 initial PY25 Action Plan had (2) public hearings. The first public hearing was on June 16, 2025, before the Neighborhood Advisory Commission. The following comments were documented:

- Initial comments related to determination of CDBG Public Service Funding to Metrocrest Services, and WOVEN Medical Clinic. The Neighborhood Advisory Commission accessed the applications and based upon presentations by both

agencies allotted Metrocrest Services \$90,075 for their homeless program, and \$23,275 to WOVEN.

- No other comments or questions were forthcoming from the public or other commissioners related to the proposed PY2025 Action Plan.

The Neighborhood Advisory Commission voted 7 to 0 to accept the proposed PY25 Action Plan

The July 8, 2025, public hearing occurred before the Carrollton City Council and resulted in the following comments being taken:

- 

The City Council voted \_\_\_\_ to \_\_\_\_ to \_\_\_\_\_ the proposed 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 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 continues 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, aiding 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	<b>Agency/Group/Organization</b>	Metrocrest Services
	<b>Agency/Group/Organization Type</b>	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
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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 public hearings.
2	<b>Agency/Group/Organization</b>	Neighborhood Advisory Commission
	<b>Agency/Group/Organization Type</b>	Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Make It Count (formerly Bea's Kids)
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Homeless Services-Health Services-Education Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	Woven Health Clinic
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Health Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	CASA OF DENTON COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Homeless Services - Victims Child Welfare Agency

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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	<b>Agency/Group/Organization</b>	CHILDREN'S ADVOCACY CENTER FOR DENTON COUNTY
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	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**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
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 citizen participation process included notification of social service focus groups and a Neighborhood Advisory Commission meeting attended by members of the public, representatives of the social service providers, and leaders of Carrollton neighborhood organizations. Housing and community development needs identified by participants validated needs shown in the market and housing analyses as well as the professional experience of City staff and service providers. This in turn helped shape the goal setting process to address the identified needs

### 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	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	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending	Pending	All comments would be accepted	<a href="https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg">https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant-cdbg</a>
3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending NAC Meeting	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)
4	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language : Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted /broad community</p>	Pending City Council 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 PY25 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	721,688.00	1,477,501.00	0.00	CDBG funding for PY25 from the Department of Housing and Urban Development 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 provides 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

## 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	Enhanced 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
2	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
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	Improve Neighborhood Infrastructure	2024	2028	Non-Housing Community Development	City limits of Carrollton Texas CDBG LMI Target Area	Neighborhood Infrastructure Improvements	CDBG: \$890,000.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 47795 Persons Assisted
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	<b>Goal Name</b>	Enhance Code Enforcement
	<b>Goal Description</b>	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
2	<b>Goal Name</b>	Assist Service Providers
	<b>Goal Description</b>	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.
3	<b>Goal Name</b>	Preserve Existing Housing Stock
	<b>Goal Description</b>	CDBG funding to be used for the Minor Home Repair Program and Emergency Repair Program
4	<b>Goal Name</b>	Improve Neighborhood Infrastructure
	<b>Goal Description</b>	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.
5	<b>Goal Name</b>	Historical Rehabilitation
	<b>Goal Description</b>	CDBG funding for phase 2 of rehabilitation at the state registered Historical Carrollton Black Cemetery to abate code violations and blight issues.

## 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 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 \$1,350,350 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. \$600,000 Infrastructure Projects in the LMI area
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	<b>Project Name</b>	City Parks Projects
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements
	<b>Funding</b>	CDBG: \$190,000.00
	<b>Description</b>	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 these parks are located in the low- to moderate-income areas identified through the census tracts and blocks.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	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.
	<b>Location Description</b>	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	<b>Planned Activities</b>	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 have 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.
	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City limits of Carrollton Texas CDBG LMI Target Area
	<b>Goals Supported</b>	Preserve Existing Housing Stock
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements

	<b>Funding</b>	CDBG: \$135,000.00
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Minor Home Repair Program is expected to assist 15 families while the Emergency Repair Program will assist 5 families during PY25.
	<b>Location Description</b>	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.
	<b>Planned Activities</b>	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	<b>Project Name</b>	Enhanced Code Enforcement
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Enhance Code Enforcement
	<b>Needs Addressed</b>	Housing and Neighborhood Improvements
	<b>Funding</b>	CDBG: \$90,000.00
	<b>Description</b>	The Enhanced Code Enforcement will have code enforcement officer who will work only in the low-to moderate income areas of Carrollton.
	<b>Target Date</b>	9/30/2026

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The enhanced Code Enforcement Officer will address 1200 multi-family rental units in the LMI Target Area.
	<b>Location Description</b>	The multi-family apartment units inspected by the Enhanced Code Enforcement Officer are all located within the city's designated LMI Target Area.
	<b>Planned Activities</b>	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	<b>Project Name</b>	Infrastructure Projects in LMI area
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements
	<b>Funding</b>	CDBG: \$600,000.00
	<b>Description</b>	Infrastructure projects in the low- to moderate income area as defined by census information based on census tracts and blocks. Projects to be performed by Public Works - Scott Mill Road (2300 block through 2500 block), Brake/Kirby/Cox street, water main, sewer line, sidewalk replacements (1700 block through 1800 block), Frances/Perry subdivision for street, water main, sewer line, sidewalk replacement.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The planned activities for Scott Mill Road, Francis/Perry subdivision, and the Brake/Kirby/Cox subdivision will assist a total of 13,945 individuals of which 8,050 are low- to moderate- income. This equals a combined 57.72% LMI rate for the areas these infrastructure projects are located in.

	<b>Location Description</b>	Public Works will be repairing/replacing sections of Scott Mill Road between the 2200 and 2500 Block. Engineering will be looking to install new streets, sidewalks, water lines, and storm lines in the Francis/Perry subdivision, and the Kirk/Brake/Cox subdivision.
	<b>Planned Activities</b>	The activities carried out by the Public Works Department and the Engineering Department will be for repair of infrastructure in the aforementioned areas. This includes repair/replacement of streets, installation of new streets, sidewalks, water lines and sewer lines where needed.
5	<b>Project Name</b>	Handicap Accessibility Project - City Hall
	<b>Target Area</b>	City limits of Carrollton Texas
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements
	<b>Funding</b>	CDBG: \$100,000.00
	<b>Description</b>	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.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Accessibility project is expected to assist 3500 individuals who visit city hall each year.
	<b>Location Description</b>	This activity is to be performed at the Carrollton City Hall to remove obstructions for handicap accessibility to the building.
	<b>Planned Activities</b>	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.

6	<b>Project Name</b>	Public Services
	<b>Target Area</b>	CDBG LMI Target Area
	<b>Goals Supported</b>	Assist Service Providers
	<b>Needs Addressed</b>	Public Services/Social Supports
	<b>Funding</b>	CDBG: \$113,350.00
	<b>Description</b>	Public services will provide funds to Metrocrest Services and Woven Medical Clinic to provide assistance with homelessness and health care to low-income residents. The Neighborhood Advisory Commission had a public hearing related to allocation of public service funding and approved \$90,075 to Metrocrest Services and \$23,275 to WOVEN Medical Clinic.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	A total of 450 families are expected to benefit from the activities proposed by Metrocrest Services and WOVEN Medical Clinic.
	<b>Location Description</b>	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.
7	<b>Planned Activities</b>	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.
	<b>Project Name</b>	Historic Rehabilitation - Carrollton Black Cemetery Phase 2
	<b>Target Area</b>	City limits of Carrollton Texas
	<b>Goals Supported</b>	Historical Rehabilitation
	<b>Needs Addressed</b>	Historical Rehabilitation
	<b>Funding</b>	CDBG: \$50,000.00
	<b>Description</b>	Phase 2 of rehabilitation of the Carrollton Black Cemetery to remove and abate code violations at the state registered historical cemetery.

	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An unknown number of families would benefit from the proposed activities at this location.
	<b>Location Description</b>	The Carrollton Black Cemetery is listed on the rolls 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.
	<b>Planned Activities</b>	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.
8	<b>Project Name</b>	Administration
	<b>Target Area</b>	City limits of Carrollton Texas CDBG LMI Target Area
	<b>Goals Supported</b>	Improve Neighborhood Infrastructure Enhance Code Enforcement Preserve Existing Housing Stock Assist Service Providers Historical Rehabilitation
	<b>Needs Addressed</b>	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports Historical Rehabilitation
	<b>Funding</b>	CDBG: \$50,000.00
	<b>Description</b>	Administration will include legal notices, publications, and training.
	<b>Target Date</b>	9/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An unknown number of families will be affected by the work performed within the Administration Activity based on the planned activities

	<b>Location Description</b>	Training, distribution of public informational material and legal postings of CDBG plans would be effective throughout the city including the CDBG LMI target area
	<b>Planned Activities</b>	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.

DRAFT



## 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 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 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**

<b>Target Area</b>	<b>Percentage of Funds</b>
City limits of Carrollton Texas	28
CDBG LMI Target Area	72

**Table 8 - 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

## 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 9 - 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 10 - 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 \$\_\_\_\_\_ 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 will be given 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 will be allocated to WOVEN Medical Clinic to provide medical assistance to Carrollton residents who qualify as low- to moderate- income. The City will further 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.

DRAFT

## 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
<b>Total Program Income:</b>	<b>0</b>

#### **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%



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7261

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Public Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 25.

**CC MEETING: July 8, 2025**

**DATE:** June 26, 2025

**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 Zoning To Establish A Special Use Permit To Allow A Child Day Care Service In An Approximately 1,660 Square Foot Space Zoned PD-148 For The (HC) Heavy Commercial District And Located At 4100 International Parkway, Suite 1300; Amending The Official Zoning Map Accordingly.** Case No. PLSUP 2025-089 Clover Preschool.

### **BACKGROUND:**

This is a request for approval of a Special Use Permit (SUP) to allow a child day care service located at 4100 International Parkway, Suite 1300.

There were no public comments.

### **STAFF RECOMMENDATION/ACTION DESIRED:**

On June 5, 2025, the Planning and Zoning Commission recommended approval of the request with stipulations.

On June 23, 2025, staff received a notice from the applicant requesting their case be continued to the August 5, 2025, City Council meeting because they are not available to meet as advertised.

Staff recommends opening the public hearing and continuing the case to August 5, 2025.

The attached Ordinance reflects the action of the Commission.

## RESULTS SHEET

**Date:** 07/08/25

**Case No./Name:** PLSUP 2025-089 Clover Preschool

### **A. STAFF STIPULATIONS AND RECOMMENDATIONS**

Staff recommends **CONTINUING** consideration of the Special Use Permit request until the August 5, 2025 City Council meeting, so that the applicant can be present to respond to Council's questions. However, should the Council decide to take action staff would recommend the following stipulations:

1. Permitted use: Child Day Care Service
2. The use shall be in general conformance with the attached applicant's exhibits.
3. The use shall be limited to 25 children.
4. The business days shall be limited to Monday to Friday.
5. The business hours shall be limited to 8:00am to 6:00pm.
6. The use shall comply with the Texas Administrative Code, Chapter 746, including, but not limited to, providing the minimum indoor and outdoor space requirements.
7. In the event there is any inconsistency between the text of this ordinance and any conceptual plan, the text of this ordinance shall control.

### **B. P&Z ACTION** from P&Z meeting: 06/05/25

Result: **APPROVED** /Vote: 7-0 (Foster and Doyle absent)

### **C. CC PUBLIC HEARING / ORDINANCE ACTION** from CC meeting: 07/08/25

Result: /Vote:

## APPLICANT'S REQUEST FOR CONTINUANCE

**From:** [Sofia Yang](#)  
**To:** [Michael McCauley](#)  
**Subject:** [EXT]Postpone the meeting of July 8  
**Date:** Monday, June 23, 2025 8:10:46 AM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Michael!,

I'm Xinnian Sofia and I would like to ask if I can postpone the meeting on July 8th at 7pm to the next possible time since I won't be able to be there on time.

Thank you,  
Sofia



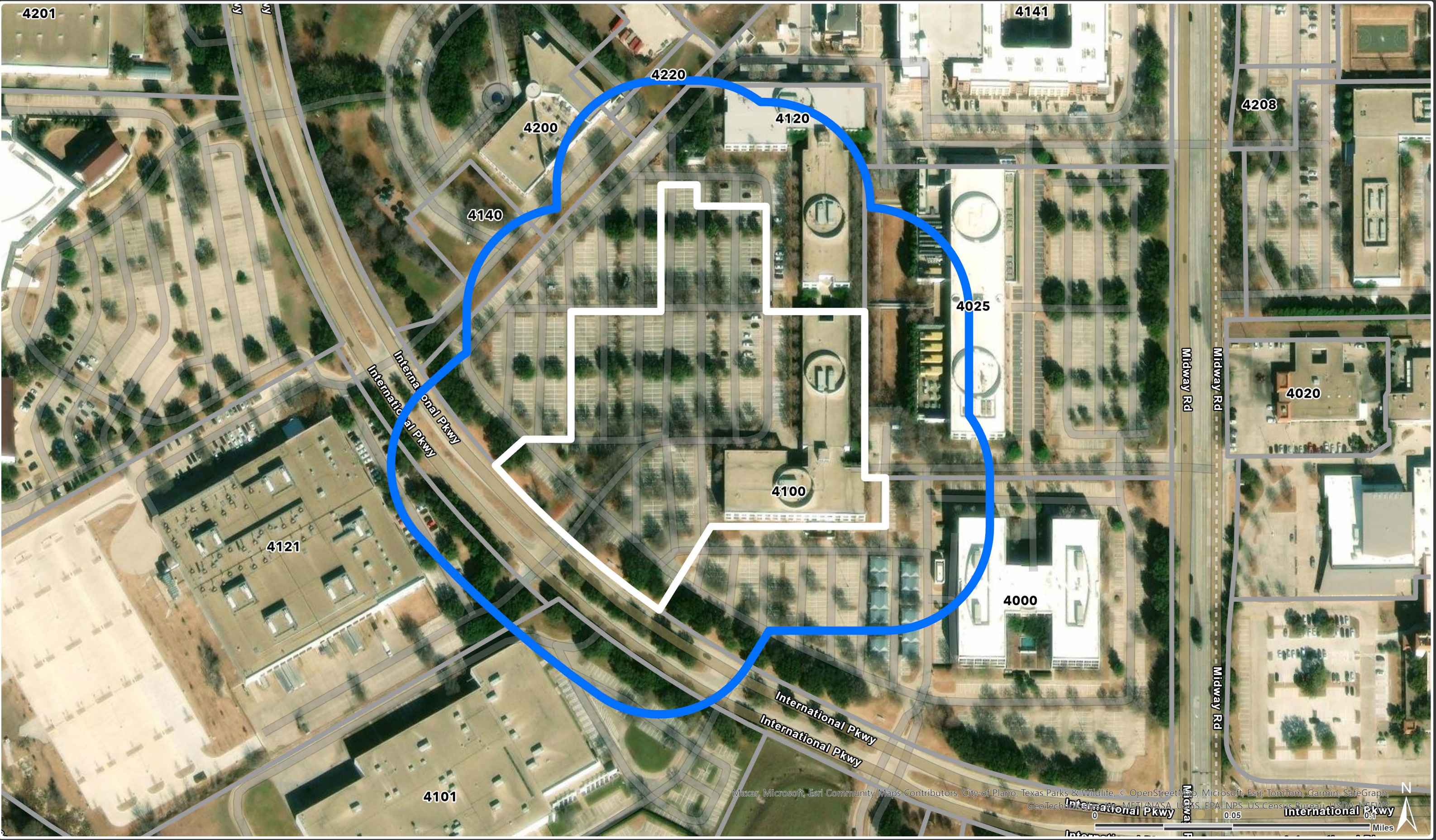
- Subject Property
- Planned Development
- Special Use Permit
- Heavy Commercial
- Multifamily Residential
- Office
- Single Family Residential





# 4100 International Pkwy

200 FT Buffer





**APPLICANT'S NARRATIVE**

**Application Explanation and Description of Request or Project**

I am intending to open up a small daycare (<25 students/people) called Clover Preschool to be located at 4100 International Parkway suite 1300. which has lots of parking options and an access to fenced outdoor area (1660 square feet).

Intended hours of operation is 8AM-6 PM.  
Monday-Friday.

**SPECIAL USE PERMIT**

Case Coordinator: Michael McCauley

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**GENERAL PROJECT INFORMATION**

**SITE ZONING:** PD-148 for the (HC) Heavy Commercial District

	<b><u>SURROUNDING ZONING</u></b>	<b><u>SURROUNDING LAND USES</u></b>
NORTH	PD-148 for the (HC) Heavy Commercial District	Corporate Offices
SOUTH	PD-148 for the (HC) Heavy Commercial District	Corporate Offices
EAST	PD-148 for the (HC) Heavy Commercial District	Offices
WEST	PD-148 for the (HC) Heavy Commercial District	Corporate Offices

**REQUEST:** Approving a Special Use Permit (SUP) to allow a child day care service

**PROPOSED USE:** Child Day Care Service

**ACRES/LOTS:** 7.95-acres/1,660 square-foot suite

**LOCATION:** 4100 International Parkway, Suite 1300

**HISTORY:** The multi-tenant building was constructed in 2002.  
PD-148 has no direct impact on the proposal.  
CZO Article 21 Special Use Permits regulates child day care centers.

**COMPREHENSIVE PLAN:** Commercial – High Intensity

**TRANSPORTATION PLAN:** International Parkway is designated as an Arterial 4-Lane Divided.

**OWNER:** Plano 4100 LLC

**REPRESENTED BY:** Xinnian Sofia Yang Zheng

## **STAFF ANALYSIS**

### **REQUEST**

This is a request for the approval of an SUP to allow a child day care service.

### **ORDINANCE REQUIREMENTS**

Article V. of Carrollton's Comprehensive Zoning Ordinance (CZO) requires a SUP for a child day care service in the (HC) Heavy Commercial District.

PD-148 has no direct impact on the proposal.

### **ELEMENTS TO CONSIDER**

1. The property has multiple multi-tenant buildings.
2. No residential properties are nearby.
3. There is ample parking on site.
4. Each SUP application is discretionary and must be evaluated as to its probable effect on the adjacent properties and the community welfare and may be approved or denied as the findings indicate appropriate.
5. A SUP should not have negative impacts that exceed the impacts associated and anticipated with a use permitted "as-of-right" in the zoning district.
6. The concern and input of neighbors affected by a proposed use is a component of the zoning process.
7. No public comments have been received at the time of writing this report.

### **PURPOSE OF THE SPECIAL USE PERMIT**

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.

### **CONCLUSION**

Staff believes the request for a child day care service is reasonable for consideration with stipulations.

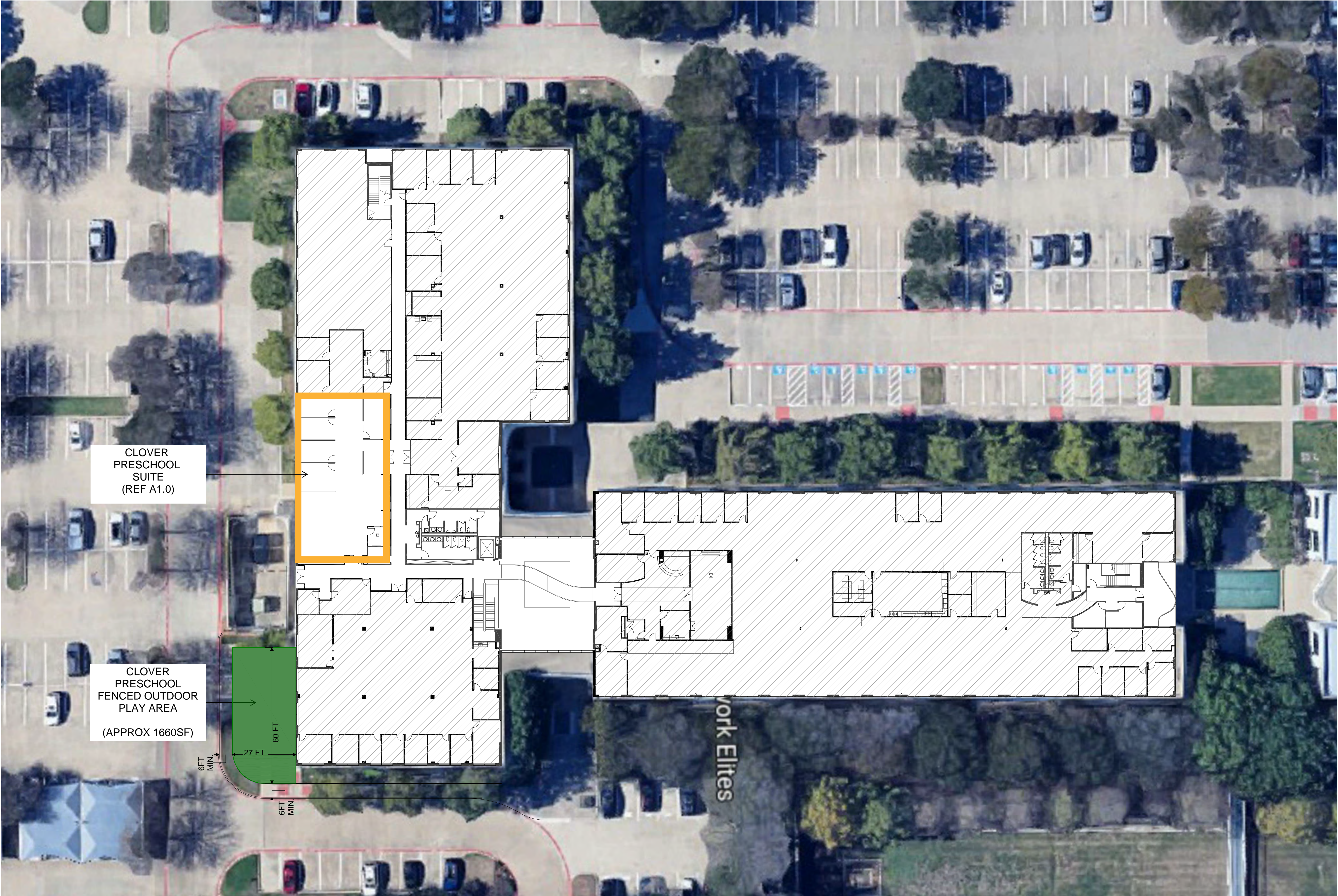




4100



Initial date: 04/28  
Revision date: 05/19



01 AERIAL PLAN  
NO SCALE



HEM DESIGN BUILD  
5227 NORTHMOOR DRIVE,  
DALLAS, TX 75229  
Phone: 214-704-6395

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4100 INTERNATIONAL PKWY.  
SPEC SUITE 1300  
4100 INTERNATIONAL PARKWAY,  
SUITE 1300, CARROLLTON, TEXAS  
75007

ISSUE LOG	
DESCRIPTION	DATE
SUP APPLICATION	04/23/2025
SUP APPLICATION - REV 1	05/20/2025

PROJECT NO:  
CITY FILE NO. PLSUP 2025-089

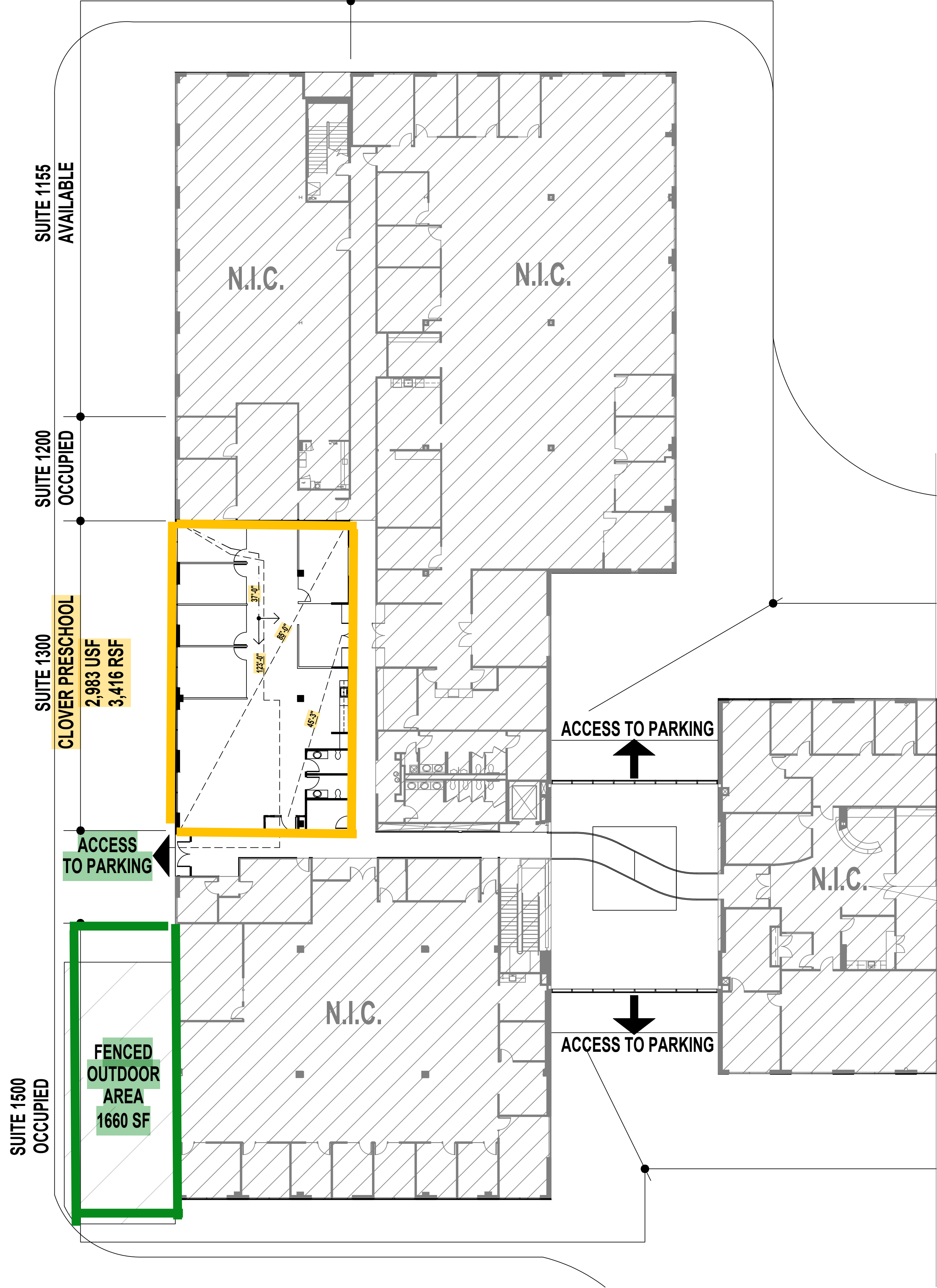
SHEET TITLE:  
  
AERIAL PLAN

SHEET NO:  
  
A0.0



Initial date: 04/28  
Revision date: 05/19

SUITE 1100  
AVAILABLE



SUITE 1300  
CLOVER PRESCHOOL  
2,983 USF  
3,416 RSF

SUITE 1500  
OCCUPIED

ACCESS  
TO PARKING

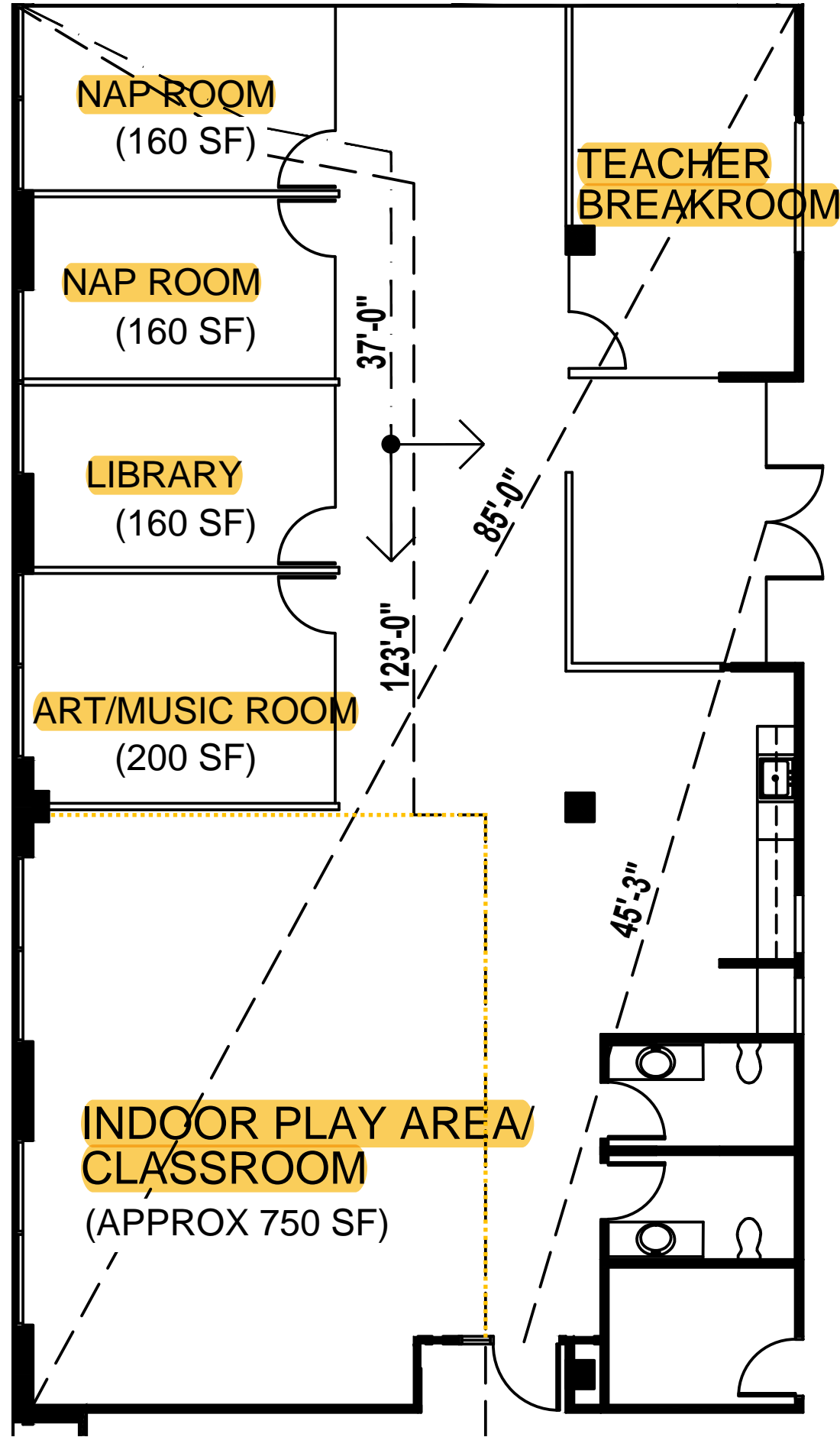
FENCED  
OUTDOOR  
AREA  
1660 SF

ACCESS TO PARKING

ACCESS TO PARKING

### CODE COMPLIANCE

<strong>PROJECT DESCRIPTION</strong> THE SCOPE OF THIS PROJECT IS A NON-STRUCTURAL REMODEL OF AN EXISTING TENANT SUITE.	
<strong>APPLICABLE BUILDING CODES</strong> JURISDICTION: CITY OF CARROLLTON	
2021 IBC	2021 INTERNATIONAL BUILDING CODE
2021 IRC	2021 INTERNATIONAL RESIDENTIAL CODE
2021 IFC	2021 INTERNATIONAL FIRE CODE
2021 IECC	2021 INTERNATIONAL ENERGY CONSERVATION CODE
2021 IEBC	2021 INTERNATIONAL EXISTING BUILDING CODE
2021 ISPS	2021 INTERNATIONAL SWIMMING POOL AND SPA CODE
2021 IPC	2021 INTERNATIONAL PLUMBING CODE
2021 IFGC	2021 INTERNATIONAL FUEL GAS CODE
2021 IMC	2021 INTERNATIONAL MECHANICAL CODE
2021 NEC	2021 NATIONAL ELECTRICAL CODE
<strong>BUILDING DATA</strong>	
AUTOMATIC SPRINKLER SYSTEM:	YES
FIRE ALARM SYSTEM:	YES
STORIES:	02
<strong>CODE ANALYSIS</strong>	
OCCUPANCY GROUP:	E
OCCUPANCY LOAD:	85
USABLE SQUARE FOOTAGE:	2,983
NUMBER OF EXITS:	2 REQUIRED / 3 PROVIDED (EXISTING)
MAX COMMON PATH OF EGRESS TRAVEL:	75' MAX ALLOWED / 37' PROVIDED
MAX EXIT ACCESS TRAVEL DISTANCE:	250' MAX ALLOWED / 123' PROVIDED
EXIT SEPARATION:	
THE LONGEST DIAGONAL	85'
REQUIRED EXIT SEPARATION	28'-4"
ACTUAL EXIT SEPARATION	45'-3"



02 FLOOR PLAN  
NO SCALE

Hem  
design\_build

HEM DESIGN BUILD  
5227 NORTHMOOR DRIVE,  
DALLAS, TX 75229  
Phone: 214-704-6395

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NOT FOR CONSTRUCTION,  
PERMITTING, OR  
REGULATORY APPROVAL

4100 INTERNATIONAL PKWY.  
SPEC SUITE 1300  
4100 INTERNATIONAL PARKWAY,  
SUITE 1300, CARROLLTON, TEXAS  
75007

ISSUE LOG		DATE
DESCRIPTION		
SUP APPLICATION	04/23/2025	
SUP APPLICATION - REV 1	05/20/2025	

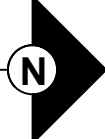
PROJECT NO:  
CITY FILE NO. PLSUP 2025-089

SHEET TITLE:

SITE PLAN

SHEET NO:

A1.0





**Excerpt from Draft Minutes  
Planning & Zoning Commission  
Meeting of June 5, 2025**

4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow A Child Day Care Service** In An Approximately 1,660 Square Foot Space Zoned PD-148 For The (HC) Heavy Commercial District And Located At 4100 International Parkway, Suite 1300; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2025-089 Clover Preschool.** Case Coordinator: Michael McCauley.

Michael McCauley, Senior Planner, presented this item. He provided a location zoning map and a floor plan of the building, with Suite 1300 being identified on the map as the location for this SUP request. A building elevation was provided. He advised that the applicant is planning a child day care for no more than 25 children. Notifications were provided for all property owners within 200 feet with no comments being received. He advised staff recommends approval with stipulations.

Chair Windrow asked if the applicant is present and would like to speak.

Applicant Xinnian Sofie Yang Zheny, 5518 Kemper Ct. Dallas, advised that she is an elementary school teacher and desires to establish a child day care. She advised that there is sufficient parking. In addition, she advised that an outdoor play area would be created.

Commissioner Powell asked if the day care will only be for the children of the other tenants in the building. The applicant advised it would be open to all children.

Commissioner Martin asked about a drop off and pick up lane for parents. John Romberger, Transportation Engineer, stated that with fewer than 80 children a traffic impact analysis is not required, and staff believes there to be no need for such a lane. Students would be walked into the building from the parking lot.

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

- ***Commissioner Martin moved to close the public hearing and approve Case No. PLSUP 2025-089 Clover Preschool with stipulations; second by Commissioner Hermon. The motion was approved with a vote of 7-0. (Foster and Doyle absent)***

PLANNING DEPARTMENT  
CITY OF CARROLLTON  
DATE: 07/08/2025

SPECIAL USE PERMIT NO. 520  
DEVELOPMENT NAME: CLOVER  
PRESCHOOL

ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AMENDING ITS COMPREHENSIVE ZONING ORDINANCE BY ESTABLISHING SPECIAL USE PERMIT NUMBER 520 PROVIDING FOR A CHILD DAY CARE SERVICE IN AN APPROXIMATELY 1,660 SQUARE-FOOT SPACE ZONED PD-148 FOR THE (HC) HEAVY COMMERCIAL DISTRICT AND LOCATED AT 4100 INTERNATIONAL PARKWAY, SUITE 1300; AMENDING THE OFFICIAL ZONING MAP; 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 June 2025, the Planning & Zoning Commission considered and made recommendation on a certain request for establishing a Special Use Permit (Case No. PLSUP 2025-089); and

**WHEREAS**, this change of zoning is in accordance with the adopted Comprehensive Plan of the City of Carrollton, as amended; and

**WHEREAS**, the City Council conducted a public hearing on the Eighth day of July 2025, at which all persons were given an opportunity to present testimony; and

**WHEREAS**, the City Council has determined the following amendment to the zoning laws to allow the requested use is not detrimental to the surrounding property, and is consistent with the purpose of the zoning district in which the above-described property is located; 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.

**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.

Special Use Permit Number 520 is hereby established for a certain approximately 1,660 square-foot space, located at 4100 International Parkway, Suite 1300, and being more generally depicted on Exhibit A, providing for the following:

### I. Permitted Use

#### Child Day Care Service

### II. Special Development Standards

Development shall be in accordance with the following special conditions, restrictions, and regulations:

1. The use shall be in general conformance with Exhibit B, Conceptual Floor Plan.
2. The use shall be limited to 25 children.
3. The business days shall be limited to Monday to Friday.
4. The business hours shall be limited to 8:00am to 6:00pm.
5. The use shall comply with the Texas Administrative Code, Chapter 746, including, but not limited to, providing the minimum indoor and outdoor space requirements.
6. In the event there is any inconsistency between the text of this ordinance and any conceptual plan, the text of this ordinance shall control.

## Section 3.

The Comprehensive Zoning Ordinance and the Official Map are hereby amended to reflect the action taken herein.

## Section 4.

Any person 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 5.

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

Section 6.

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 7.

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

Section 8.

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

PASSED AND APPROVED this the Eighth day of July 2025.

CITY OF CARROLLTON

By: \_\_\_\_\_  
Steve Babick, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Sawatzky  
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

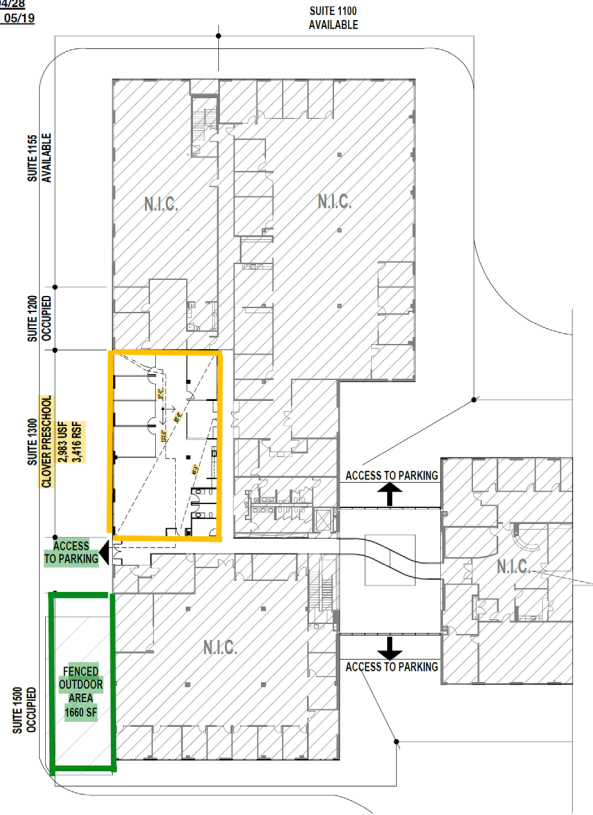
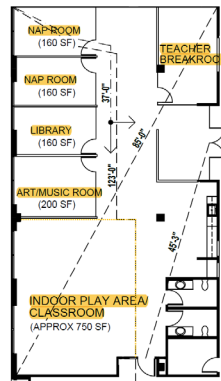
\_\_\_\_\_  
Meredith Ladd  
City Attorney

\_\_\_\_\_  
Michael McCauley  
Senior Planner

**EXHIBIT A**  
**GENERAL DEPICTION**



Initial date: 04/28  
Revision date: 05/19

[illegible]

02 FLOOR PLAN  
NO SCALE

## 01 SITE PLAN



# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7264

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Public Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 26.

**CC MEETING: July 8, 2025**

**DATE:** June 27, 2025

**TO:** Erin Rinehart, City Manager

**FROM:** Loren Shapiro, AICP, Planning Manager  
Shannon Hicks, Assistant City Manager

**Hold A Public Hearing To Consider A Resolution Amending The Comprehensive Plan And The Future Land Use Map To Change An Approximately 27.3-Acre Tract Located On The Southwest Corner Of Josey Lane And Parker Road, From Office - Medium Intensity And Commercial - Low Intensity To Multifamily Residential And Commercial - Medium Intensity.** Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment).

### **BACKGROUND:**

This is a request for an amendment to the Comprehensive Plan and Future Land Use Map (FLUM) to change the land use designation for an approximately 27.3-acre tract. The amendment proposes to redesignate the future land use of the western 21.085 acres of the property from Office - Medium Intensity and Commercial - Low Intensity to Multi-Family Residential, and to change the future land use designation of the remaining 6.117-acres, along the west side of Josey Lane, from Commercial - Low Intensity to Commercial - Medium Intensity.

A companion request to amend the zoning on this same tract is on this agenda, Case No. PLZ 2025-030 The Harcourt (Zoning). The proposed zoning establishes a Planned Development changing the zoning of the 21.085 acres from (O-2) Office District to (MF-18) Multifamily District, maintaining the zoning of (LR-2) Local Retail District for remaining 6.117-acre portion, providing a concept plan and development regulations for the entire tract. The proposed future land use amendment is necessary to allow the requested zoning to be consistent with Comprehensive Plan.

### **FINANCIAL IMPLICATIONS:**

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

### **STAFF RECOMMENDATION/ACTION DESIRED:**



On June 5, 2025, the Planning and Zoning Commission recommended **APPROVAL**. The attached resolution reflects the action of the Commission.

Staff recommends approval and adoption of the resolution.

**RESULTS SHEET**

**Date: 07/08/2025**

**Case No./Name: PLMA 2025-073 The Harcourt (Future Land Use Map Amendment)**

**A. STIPULATIONS AND RECOMMENDATIONS**

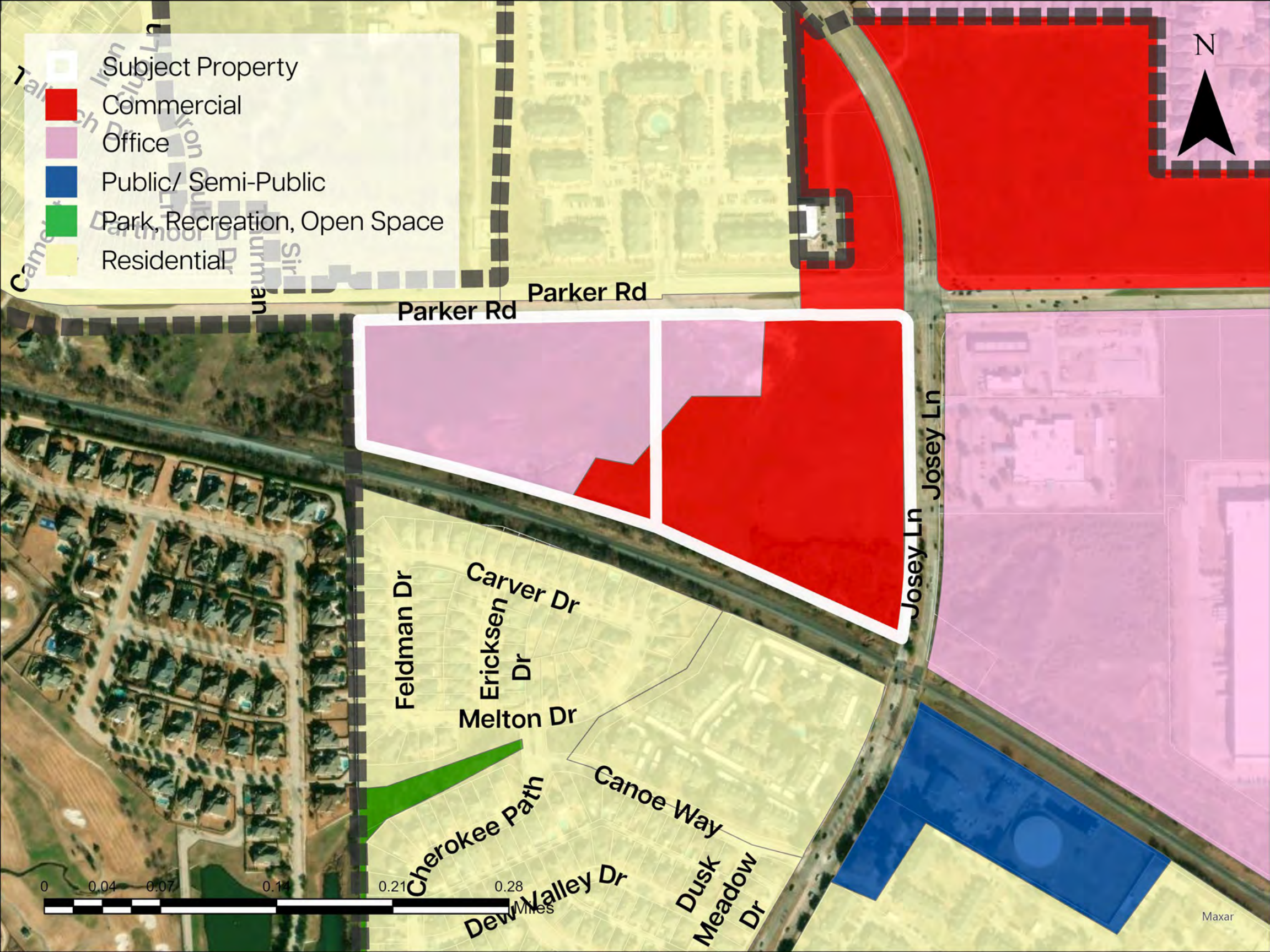
Staff recommends **APPROVAL** amending the Future Land Use Map changing the land use designation for the west 20.085-acres from “Office – Medium Intensity” and “Commercial – Low Intensity” to “Multi-Family Residential” and changing the future land use designation for the 6.117 acre portion, along the west side of Josey Lane, from “Commercial – Low Intensity” to “Commercial – Medium Intensity”.

**B. P&Z ACTION** from P&Z meeting: 06/05/25:

Result: APPROVAL /Vote: 7-0 (Foster and Doyle absent)

**C. CC PUBLIC HEARING / RESOLUTION ACTION** from CC meeting: 07/08/25:

Result: /Vote:





# 4799 N Josey Ln

200 FT Buffer





**COMPREHENSIVE PLAN AMENDMENT  
FUTURE LAND USE MAP (FLUM)**

Case Coordinator: Loren Shapiro

---

**GENERAL PROJECT INFORMATION**

**SITE ZONING:** (O-2) Office and (LR-2) Local Retail

	<b><u>SURROUNDING ZONING</u></b>	<b><u>SURROUNDING LAND USES</u></b>
NORTH	PD-209 for the (MF-18) Multifamily Residential District; PD-212 for the (LR-2) Local Retail District	Multifamily Residential; Retail/ Restaurant
SOUTH	PD-075 for the (SF-5/12) Single Family Residential District; PD-075 for the (MF-15) Multifamily Residential District	Detached Single Family Residential; Multifamily Residential
EAST	PD-185 for the (CC) Corporate Commercial District; PD-151 for the (CC) Corporate Commercial District	Retail and Medical Office
WEST	City of Lewisville	Undeveloped

**REQUEST:** Approval of an amendment to the Comprehensive Plan and Future Land Use Map to change the land use designation for an approximately 27.3-acre tract from “Office – Medium Intensity and Commercial – Low Intensity” to “Multifamily Residential and Commercial - Medium Intensity”

**PROPOSED USE:** Retail and Multifamily Residential

**ACRES/LOTS:** Approximately 27.3 acres/ 1 lot

**LOCATION:** Southwest Corner of Parker Road and North Josey Lane

**HISTORY:** The property is currently undeveloped and not platted.

**COMPREHENSIVE PLAN:** Office - Medium Intensity and Commercial - Low Intensity

**TRANSPORTATION PLAN:** Parker Road and North Josey Lane are classified as 6-Lane Arterials Divided.

**OWNER:** Billingsly Company

**APPLICANT:** Jeancarlo Saenz / HLR Architects

---

## **STAFF ANALYSIS**

### **PROPOSAL**

The applicant requests a Future Land Use Map (FLUM) amendment to redesignate the current future land use of the western 20.085 acres of the property from Office – Medium Intensity and Commercial – Low Intensity to Multi-Family Residential, and to change the future land use designation of 6.117-acres, along the west side of Josey Lane, from Commercial – Low Intensity to Commercial – Medium Intensity.

### **ELEMENTS TO CONSIDER:**

The property is currently undeveloped.

The current land use designation on the subject property is inconsistent with the proposed zoning, establishing a Planned Development and master plan containing multifamily and medium intensity commercial retail. The requested future land use amendments for the property are better suited for the proposed uses.

If the applicant's request to change the land use designation on the Comprehensive Plan's FLUM from "Office – Medium Intensity and Commercial – Low Intensity" to "Multi-Family Residential" and "Commercial – Medium Intensity" is approved, then the companion rezoning request to establishing the zoning from (O-2) Office and (LR-2) Local Retail Districts to Planned Development for the (MF-18) Multifamily and (LR-2) Local Retail Districts may be approved. The applicant's companion request to amend the zoning on this same tract is on this agenda, Case No. PLZ 2025-030 The Harcourt (Zoning).

Staff received one public comment card in opposition.

### **CONCLUSION:**

The proposed change to the land use designation on the FLUM is consistent with the Comprehensive Plan policies. Infill development is compatible and complementary with the character of the surrounding area and does not adversely affect the stability of the surrounding properties.

**CURRENT FUTURE LAND USE MAP**  
OFFICE – MEDIUM INTENSITY AND COMMERCIAL – LOW INTENSITY





**PROPOSED FUTURE LAND USE MAP  
MULTI-FAMILY RESIDENTIAL AND COMMERCIAL – MEDIUM INTENSITY**



## PUBLIC COMMENT

Name: Danielle Wilson  
Address: 1805 Carver Drive  
City, ST, ZIP: Carrollton, TX 75010

For your opinion of opposition or support on the proposed change to be considered by the Planning & Zoning Commission or City Council, you must completely fill out this form, sign and date it and return it before end of business day one day prior to the public hearing.

I hereby register my: ☐ Support ☒ Opposition Planning  
City of Carrollton

To Case No./Name: PLMA\* 2025-073 The Harcourt

Comments: We oppose the change of land use to Multifamily Residential and Commercial-Medium Intensity.

Signature: D. Wilson Date: 6/2/25

**DRAFT Minutes  
City of Carrollton  
Planning & Zoning Commission  
June 5, 2025**

**Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, June 5, 2025 at 6:30 p.m. in the Council Chambers at City Hall.

**Commission Members Present:**

Scott Windrow, Chair  
Greg Kramer, Vice Chair  
Mark Yarbrough  
John Powell  
Al Overholt  
Dave Hermon  
Willadean Martin

**Commission Members Absent:**

Kathleen Foster, 1<sup>st</sup> Vice Chair  
Jim Doyle

**Alternate:**

Rusty Pendleton

**Staff Members Present:**

Michael McCauley, Senior Planner  
Brett King, Director of Development Services  
Lydia Tormos, Planning Technician  
Meridith Ladd, City Attorney

Ed Green, Building Inspections  
Herb Cavanaugh, Fire Marshal  
John Romberger, Transportation Engineer  
Joseph Haefner, Asst. City Attorney

**Guests Present:**

None

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

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**PUBLIC HEARING**

4. Hold A Public Hearing To Consider A Resolution **Amending The Comprehensive Plan And The Future Land Use Map** To Change An Approximately 27.3-Acre Tract Located On The Southwest Corner Of Josey Lane And Parker Road From Office – Medium Intensity And Commercial – Low Intensity To Multifamily Residential And Commercial – Medium Intensity. **Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment)**. Case Coordinator: Loren Shapiro.

In the absence of Loren Shapiro, Senior Planner Michael McCauley presented this item. He advised that this request is to change the land use designation at the southwest corner of Josey Lane and Parker Road. Currently, the designation is Office - Medium Intensity and Commercial – Low Intensity. The applicant is requesting it be changed to Multi-Family Residential and Commercial – Medium Intensity. A location map was provided. Mr. McCauley stated that property owners within 200 feet were notified of the proposed change

with no comments received. He stated that staff is recommending approval and noted that this item is related to the next item on the agenda.

Chair Windrow asked if the applicant is present and would like to speak.

Henry Billingsly, Billingsly Company, 1722 Routh Street, Suite 770 Dallas, applicant spoke briefly about the change in the comprehensive plan and potential development.

Commissioner Kramer inquired whether there would be any type of barrier between the multi-family and commercial. Mr. Billingsly responded there would not be a barrier. Mr. McCauley suggested that since this is a land use item, such questions would be more appropriate for the next item related to this one.

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

- ***Commissioner Overholt moved to close the public hearing and approve Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment; second by Commissioner Martin. The motion was approved with a vote of 7-0. (Foster and Doyle absent)***
- 5. Hold A Public Hearing To Consider An Ordinance **Amending the Zoning** On A 27.3-Acre Tract Zoned (O-2) Office And (LR-2) Local Retail Districts And Located On The Southwest Corner Of Josey Lane And Parker Road To Establish A Planned Development District To Change The Base Zoning From (O-2) Office District And (LR-2) Local Retail District To (MF-18) Multifamily Residential District And (LR-2) Local Retail District, To Allow A Gasoline Station, To Create Development Standards, And To Provide Concept Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2025-030 The Harcourt (Rezone)**. Case Coordinator: Loren Shapiro.

Michael McCauley presented this item. He reviewed the current zoning on the site and provided a location zoning map. Property owners within 200 feet were notified with no comments received. A conceptual site plan and landscape plan was reviewed in detail. Mr. McCauley added that the proposed zoning for multi-family, commercial, and retail, along with green space, is thought to be more flexible and adaptable than the current zoning. Elevation depictions of the multi-family buildings and townhomes were described. He said there is a residential development on the south side. Staff is recommending approval with stipulations. He noted that stipulation No. 2 should be removed; the corrected Traffic Impact Study was submitted and accepted.

Commissioner Overholt inquired about a left turn off Josey into the retail area. John Romberger said there is a median cut northbound and there is a left turn proposed that will show on the site plan. Commissioner Overholt asked whether there will be any screening between this development and the residential. Mr. McCauley responded that none is required because it does not directly connect to the residential area; there is approximately 300 feet between the two. Commissioner Overholt also inquired whether there is a turn into the parking garage from eastbound Parker. Mr. Romberger responded there is a deceleration lane as well as four or five other entrances off Parker with turns into the parking garage.

Chair Windrow asked if the applicant is present and would like to speak.

Lucilo Pena, representative of Billingsley, spoke. He described the area between the development and the residential that includes a significant setback with trees. He also clarified the orientation of the buildings as they relate to the interior courtyards.

Commissioner Hermon inquired whether the parking garage was the same height as the apartment buildings. Mr. McCauley responded they are the same.

Chair Windrow asked how many parking spaces are provided. Mr. McCauley responded they are providing more than the minimum number of parking spaces (approximately 1,300.)

Commissioner Kramer asked how many multi-family units there will be. Mr. McCauley advised there are 763 including the townhomes.

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

- \* ***Commissioner Powell moved to close the public hearing and approve Case No. PLZ 2025-030 The Harcourt (Rezone) with stipulations and removing stipulation number 2; second by Commissioner Hermon. The motion was approved with a vote of 7-0. . (Foster and Doyle absent)***

PLANNING DEPARTMENT  
City of Carrollton  
Date: 07/08/2025

DEVELOPMENT NAME:  
The Harcourt (Future Land Use Map Amendment)

**RESOLUTION NUMBER \_\_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS AMENDING THE COMPREHENSIVE PLAN ADOPTED BY RESOLUTION NUMBER 2672 ON FEBRUARY 18, 2003, TO CHANGE THE LAND USE DESIGNATION FOR AN APPROXIMATELY 27.3-ACRE TRACT OF LAND LOCATED AT THE SOUTHWEST INTERSECTION OF PARKER ROAD AND JOSEY LANE FROM MEDIUM INTENSITY OFFICE AND LOW INTENSITY RETAIL TO MULTI-FAMILY RESIDENTIAL AND MEDIUM INTENSITY RETAIL/COMMERCIAL; AMENDING ACCORDINGLY THE FUTURE LAND USE MAP; PROVIDING SAVINGS AND SEVERABILITY CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE ON AND AFTER ITS ADOPTION.**

**WHEREAS**, the Planning & Zoning Commission reviewed and studied an amendment to the Comprehensive Plan (Case No. PLMA 2025-073) adopted by the City of Carrollton (“City”); and

**WHEREAS**, the Planning & Zoning Commission conducted a public hearing on the Fifth day of June, 2025 and after all persons were given an opportunity to present testimony, considered and recommended the following change regarding an appropriate future land use; and

**WHEREAS**, the City Council conducted a public hearing on the Eighth day of July, 2025, at which all persons were given an opportunity to present testimony; and

**WHEREAS**, the amendment is in accordance with the goals, objectives and policies of the Comprehensive Plan, adopted by Resolution Number 2672 on February 18, 2003, as amended; and

**WHEREAS**, the City Council has concluded that the amendment to the Plan is in the best interest of the city and is for the purpose of protecting the health, safety, and general welfare of the city and its citizens.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY 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 Resolution as if copied in their entirety.



## **Section 2.**

The 2003 Comprehensive Plan is hereby amended for an approximately 27.3-acre tract of land located at the southwest corner of Parker Road and Josey Lane, previously designated Medium Intensity Office and Low Intensity Retail land uses, on the attached Exhibit A, and thereby changing the land use designation, of said tract to Multi-Family Residential and Medium Intensity Retail/Commercial land use, as identified on Exhibit B. This amendment, collectively with all other existing Comprehensive Plan provisions will constitute the Comprehensive Plan for all matters related to long-range guidance relative to zoning decisions, land subdivision, thoroughfare construction and growth management on such property.

## **Section 3.**

An amendment to the Future Land Use Map of the City's Comprehensive Plan for said tract, which amendment is attached hereto as Exhibit B and incorporated herein for all purposes, is hereby adopted by the City Council.

## **Section 4.**

Save and except as amended herein, the Comprehensive Plan adopted on February 18, 2003, by Resolution Number 2672, as amended, shall remain in full force and effect.

## **Section 5.**

The provisions of this Resolution are severable. If any section, sub-section, paragraph, clause, phrase or provision of this Resolution or its application to any person or circumstance shall be adjudged or held invalid, that invalidity shall not affect the provisions that can be given effect without the invalid provision or application.

**Section 6.**

This Resolution shall become and be effective on and after its adoption.

PASSED AND APPROVED this the Eighth day of July, 2025.

CITY OF CARROLLTON

ATTEST: By: Steve Babick, Mayor

Chloe Sawatzky  
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Meredith Ladd  
City Attorney

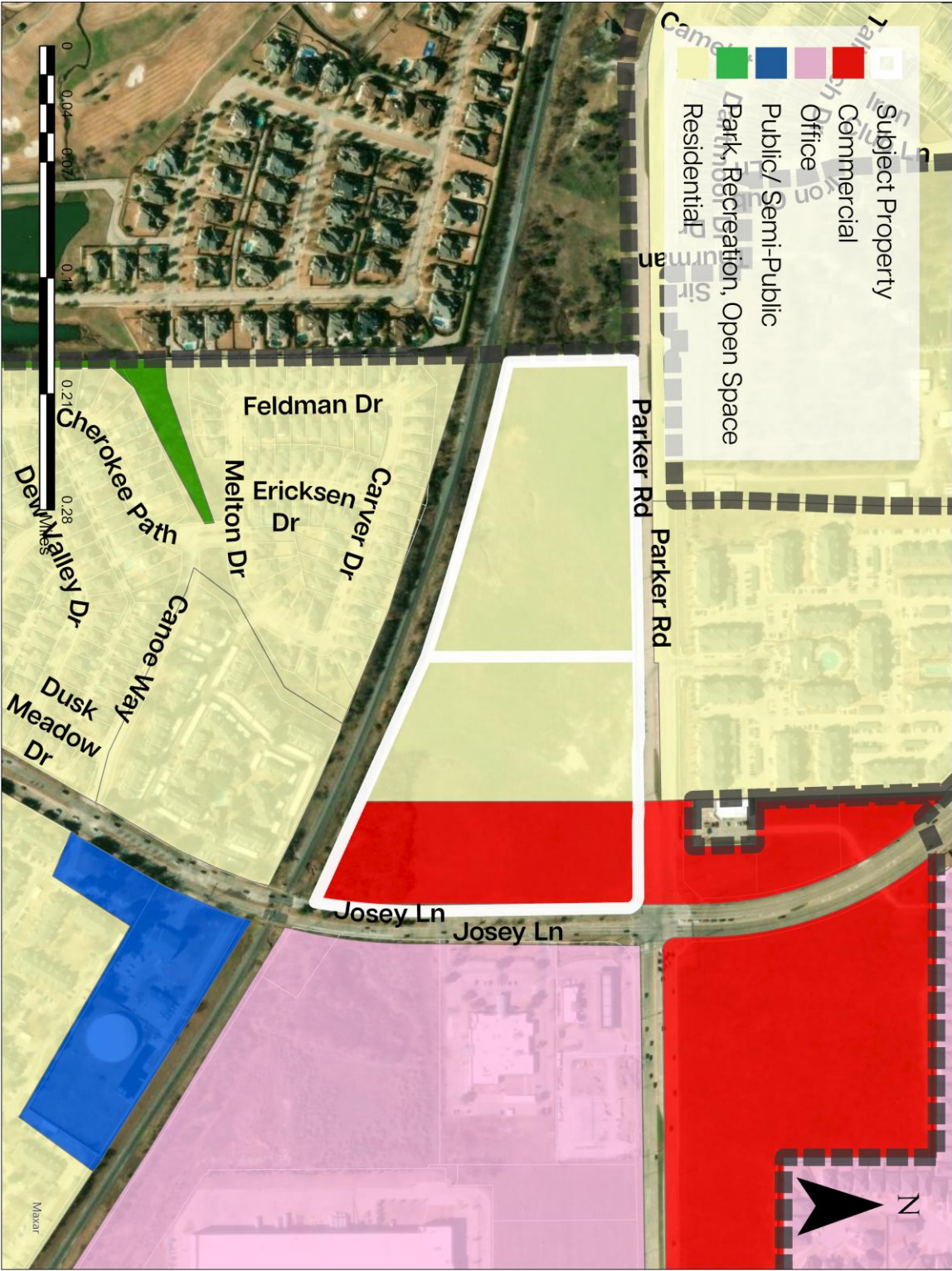
Loren Shapiro, AICP  
Planning Manager

# EXHIBIT A





EXHIBIT B





# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7265

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Public Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 27.

**CC MEETING: July 8, 2025**

**DATE:** June 27, 2025

**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 Zoning On A 27.3-Acre Tract Zoned (O-2) Office And (LR-2) Local Retail Districts And Located On The Southwest Corner Of Josey Lane And Parker Road To Establish A Planned Development District To Change The Base Zoning From (O-2) Office District And (LR-2) Local Retail District To (MF-18) Multifamily Residential District and (LR-2) Local Retail District, To Allow A Gasoline Station, To Create Development Standards, And to Provide Concept Plans; Amending The Official Zoning Map Accordingly. Case No. PLZ 2025-030 The Harcourt (Rezone).**

### **BACKGROUND:**

The subject property is currently undeveloped and zoned (O-2) Office and (LR-2) Local Retail Districts. The applicant requests rezoning the entire 27.3-acre parcel, establishing a Planned Development (PD), changing the base zoning to (MF-18) Multifamily Residential and (LR-2) Local Retail Districts, to allow a gasoline station, to provide concept plans and creating development standards.

A separate case related to the request, PLMA 2025-073 The Harcourt Future Land Use Amendment, is on this agenda and proposes to change the land use designations from Office - Medium Intensity and Commercial - Low Intensity to Multi-Family Residential (west) and Medium Intensity Commercial (east).

A traffic impact analysis was submitted and reviewed by the City's Transportation Engineering Division.

Two public comments were received.

### **FINANCIAL IMPLICATIONS:**

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

**STAFF RECOMMENDATION/ACTION DESIRED:**

On June 5, 2025, the Planning and Zoning Commission recommended approval of the request with stipulations.

Staff recommends **APPROVAL** with stipulations.

The attached ordinance reflects the action of the Commission.



## RESULTS SHEET

**Date:** 07/08/2025

**Case No./Name:** PLZ 2025-030 The Harcourt (Rezone)

### A. STIPULATIONS AND RECOMMENDATIONS

Staff recommends **APPROVAL** for rezoning the property from (O-2) Office District And (LR-2) Local Retail District to a (PD) Planned Development rezoning the base zoning to (MF-18) Multifamily Residential District and (LR-2) Local Retail District to allow multifamily, retail, and a gas station, establish development standards and provide conceptual plans with the following stipulations:

1. Approval of the Future Land Use Map amendment, changing the land use designations from Office – Medium Intensity and Commercial – Low Intensity to Multi-Family Residential and Commercial - Medium Intensity, is required before allowing the proposed zoning in order to be consistent with the Comprehensive Plan.
2. Permitted Uses

#### Tract 1 – West

Permitted uses shall be all principal and accessory uses which are allowed by right in the (MF-18) Multi-Family District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations of the (MF-18) Multi-Family District and the Comprehensive Zoning Ordinance, as amended.

A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (MF-18) Multi-Family District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended. Such Special Use Permit(s) shall be subject to the conditions established in Articles XXI. and XXXI. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations.

#### Tract 2 – East

Permitted uses shall be all principal and accessory uses which are allowed by right in the (LR-2) Local Retail District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations of the (LR-2) Local Retail District and the Comprehensive Zoning Ordinance, as amended.

A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (LR-2) Local Retail District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended. Such Special Use Permit(s) shall be subject to the conditions established in Articles XXI. and XXXI. of the

Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations.

Additional Permitted Use: Gas station

3. The design and development shall be in general accordance with the Overall Conceptual Site Plan, Landscape Plans, Façade Plans and Building Scaling. If there is a conflict between the text of these standards and Plans, the text controls.
4. Development shall take place in accordance with the development standards established below:
  - a) Minimum depth of front yard –
    - 1) Multifamily building and multifamily leasing office abutting a public street right-of-way shall be 20 feet
    - 2) Parking garage abutting a public street right-of-way shall be 40 feet
    - 3) Minimum setback for all other uses shall be 20 feet
  - b) Maximum number of multifamily units shall be 763
  - c) Maximum Multifamily Density shall be 38 units per acre
  - d) Maximum Multifamily Building Height shall be 60 feet
  - e) Maximum Building Coverage shall be 80 percent
  - f) The following multifamily amenities shall be provided:
    - 1) Pool courtyards with seating and grilling areas
    - 2) Lounge entry lobby with mail
    - 3) Club room
    - 4) Fitness center
    - 5) Park with seating areas
    - 6) Dog Park
5. General Provisions:
  - a) The minimum clearance for the fire lane and mutual access easement through the parking garage shall be 14 feet in height or as required by the Fire Marshal, if applicable.
  - b) At each driveway and sidewalk intersection, driveways must be clearly marked by colored concrete, patterned, or stamped or brick pavers for pedestrian crossing and as provided on the conceptual plan exhibits.
  - c) All waste receptacles shall be adequately located to ensure maneuverability of servicing, per the General Design Guidelines. All waste receptacles, including toters, shall be screened from streets.

**B. P&Z ACTION** from P&Z meeting: 06/05/25:

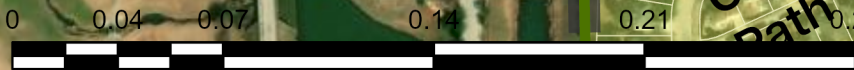
Result: APPROVAL /Vote: 7-0 (Foster and Doyle absent)

**C. CC PUBLIC HEARING / ORDINANCE ACTION** from CC meeting: 07/08/25:

Result: /Vote:



- Subject Property
- Planned Development
- Special Use Permit
- Office
- Local Retail
- Single Family Residential
- Multifamily



Maxar, Microsoft



# 4799 N Josey Ln

## 200 FT Buffer

April 2025





**APPLICANT'S NARRATIVE**

Horizontal mixed-use development with Retail and Market rate apartments. The proposed development will have approximately 20,150 s.f. of retail, which includes a gas station on the corner of Parker and Josey and also 763 apartments over two 4-story wrap buildings and three 3-story town home unit buildings.

**ZONING CHANGE**

Case Coordinator: Loren Shapiro

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**GENERAL PROJECT INFORMATION**

**SITE ZONING:** (O-2) Office and (LR-2) Local Retail

	<b><u>SURROUNDING ZONING</u></b>	<b><u>SURROUNDING LAND USES</u></b>
NORTH	PD-209 for the (MF-18) Multifamily Residential District; PD-212 for the (LR-2) Local Retail District	Multifamily Residential; Retail/ Restaurant
SOUTH	PD-075 for the (SF-5/12) Single Family Residential District; PD-075 for the (MF-15) Multifamily Residential District	Detached Single Family Residential; Multifamily Residential
EAST	PD-185 for the (CC) Corporate Commercial District; PD-151 for the (CC) Corporate Commercial District	Retail; Medical Office; Vacant
WEST	City of Lewisville	Vacant

**REQUEST:** The applicant is requesting a PD for a mixed-use development to include 20,316 square feet of retail and 763 multifamily units.

**PROPOSED USE:** Retail/ Multifamily Residential

**ACRES/LOTS:** Approximately 27.3 acres/ 1 lot

**LOCATION:** Southwest Corner of Parker Road and North Josey Lane

**HISTORY:** The property is currently vacant and has never been platted.  
The property has been zoned (O-2) Office and (LR-2) Local Retail Districts since December 17, 1998.

**COMPREHENSIVE PLAN:** Office - Medium Intensity and Commercial - Low Intensity

**TRANSPORTATION PLAN:** Parker Road is classified as a (A6D) 6-Lane Arterial Divided  
Josey Lane is classified as a (A6D) 6-Lane Arterial Divided

**OWNER:** Lucilo Pena/ Billingsley Company

**APPLICANT:** Jeancarlo Saenz/ HLR Architects



## **STAFF ANALYSIS**

### **PROPOSAL:**

The applicant is requesting rezoning of the entire property from (O-2) Office and (LR-2) Local Retail Districts, establishing a Planned Development (PD), changing the base zoning to (MF-18) Multifamily and (LR-2) Local Retail Districts, to allow a gasoline station, to provide concept plans and creating development standards.

A separate case related to the request is PLMA 2025-073 The Harcourt Future Land Use Amendment, which proposes to change the land use designations from Medium Intensity Office and Low Intensity Commercial to Multifamily (west) and Medium Intensity Commercial (east).

### **CURRENT REGULATIONS**

1. The property is vacant and has been zoned (O-2) Office and (LR-2) Local Retail Districts since 1998.
2. The (O-2) Office District allows primarily office uses and prohibits multifamily residential. The O-2 District limits setback minimums to 50 feet from arterial streets. Building height is limited to 2-stories and 25-feet.
3. The (LR-2) Local Retail District allows retail uses including restaurants and personal services. Gas stations are allowed, but with an approved (SUP) Special Use Permit. Minimum building setbacks are limited.
4. The Comprehensive Zoning Ordinance (CZO) requires a maximum density of 18 units per acre and maximum height of two stories, for properties zoned (MF-18) Multifamily Residential District.
5. The minimum front setback from arterial street right of way is 25-feet on properties zoned (MF-18) Multifamily Residential and 50-feet for properties zoned (LR-2) Local Retail District.

### **ELEMENTS TO CONSIDER**

1. The property is currently undeveloped and has been zoned (O-2) Office and (LR-2) Local Retail District since 1998.
2. The rezoning request creates a PD and master plan.
  - a. Tract 1 – Multifamily - Western  $\frac{3}{4}$  of the Subject Property (21.085-acres)
    - 1) Proposes two 4-story multifamily buildings, each with an integrated parking garage, containing a total of 763 units with 6 courtyards.
    - 2) Three additional buildings propose 3 multifamily townhome edifices with 13 units.
    - 3) A detached leasing office and open space area with amenities are also proposed on the tract.
    - 4) A minimum amount of amenities shall be provided.

- b. Tract 2 – Retail (6.117-acres)
  - 1) The remaining tract along Josey Lane will be developed with a gas station and 4,816 square foot convenience store, a retail building of 13,000 square feet, and one 2,500 square foot restaurant.
  - 2) The planned development will allow a gas station by right, instead of via a Special Use Permit, as it is included in the master plan.
- c. The planned development provides regulations for the urban community.
  - 1) Regulations providing setbacks for the multifamily buildings and parking garage.
  - 2) Multifamily building height will be up to 60-feet or 4-stories maximum with densities increased from the standard 18 units per acre to 38 units per acre.
  - 3) The maximum building coverage shall be 80 percent.
- 3. Surrounding tracts have developed as apartments, retail and restaurants with drive-throughs (north); medical office, gas station, retail, and restaurant (east), which are similar to the uses proposed.
- 4. A traffic impact analysis (TIA) was completed. The traffic study and associated plans provide sufficient traffic circulation and mitigation for the proposed development.

**CONCLUSION:**

The proposed development and design, containing 763 multifamily units, retail, drive-through restaurant, and a gasoline station are appropriate uses and should not impact surrounding properties.



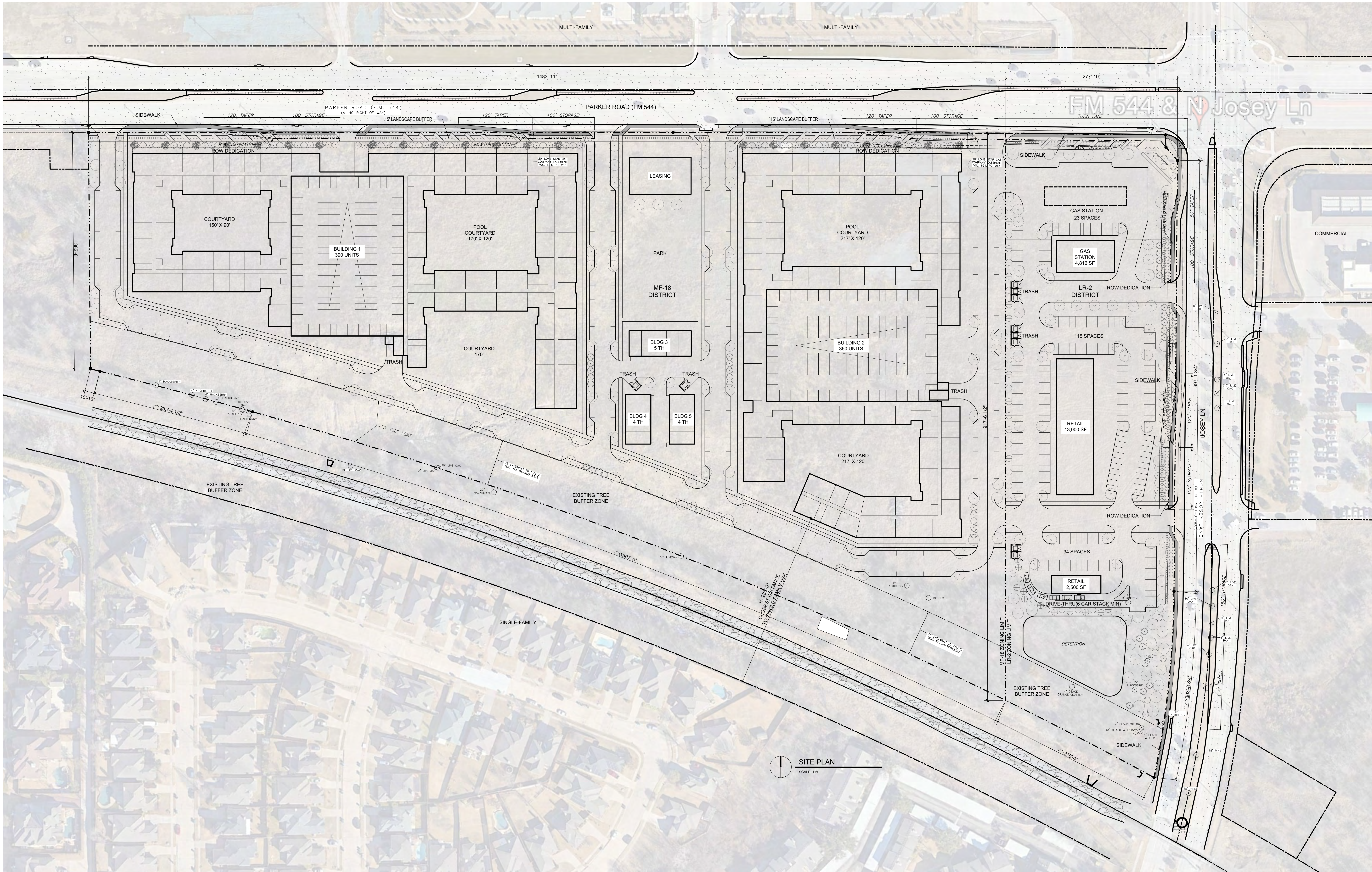
ISSUE No.	DATE	ISSUED FOR	INITIALS
		Include a brief description	
A	04.30.25	ZONING SUBMITTAL	JS
B	05.16.25	ZONING SUBMITTAL	JS
C			
D			
E			

ISSUE No.	DATE	ISSUED FOR	INITIALS
		Include a brief description	
0			
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

PARKING DATA			
DEVELOPMENT	RATIO	REQUIRED	PROVIDED
763 UNITS	1.5 PER UNIT	1,145 SPACES	1,300 SPACES
GAS STATION	1 PER 300 SF	16 SPACES	23 SPACES
RETAIL	1 PER 300 SF	43 SPACES	115 SPACES
DRIVE-THRU	1 PER 175 SF	15 SPACES	34 SPACES
TOTALS		1,219 SPACES	1,472 SPACES

## SITE DATA

SITE LOCATION		SITE AREA	
CARROLLTON, TX		MF-18 DISTRICT	21.085 ACRES
		LR-2 DISTRICT	6.117 ACRES
		TOTAL	27.202 ACRES
RESIDENTIAL			
4 STORY WRAP	390 UNITS	BUILDING HEIGHTS	
BUILDING 1	360 UNITS	BUILDING 1 AND 2	4 STORIES / 60 FT
BUILDING 2		BUILDING 3, 4, AND 5	3 STORIES / 40 FT
3 STORY TOWNHOME	13 UNITS	GAS STATION	1 STORIES / 25 FT
BUILDING 3 TO 5		STAND ALONE RETAIL	1 STORIES / 20 FT
DRIVE-THRU RETAIL		DRIVE-THRU RETAIL	1 STORIES / 20 FT
TOTAL	763 UNITS		
DENSITY	763 UNITS / 21.085 ACRES	RESIDENTIAL AMENITIES	
PROPOSED MAX DENSITY	36.19 UIAC	BUILDING 1 AND 2	POOL W/ SEATING AREAS
COMMERCIAL	4,816 S.F.		OPEN SPACE W/ TREES
GAS STATION	38.00 UIAC		GRILLING AREAS
STAND ALONE RETAIL	13,000 S.F.		LOBBY / MAIL ROOM
DRIVE-THRU RETAIL	2,500 S.F.		CLUB ROOM
TOTAL	20,316 S.F.		FITNESS
		PARK	OPEN SPACE W/ TREES
			DOG PARK















































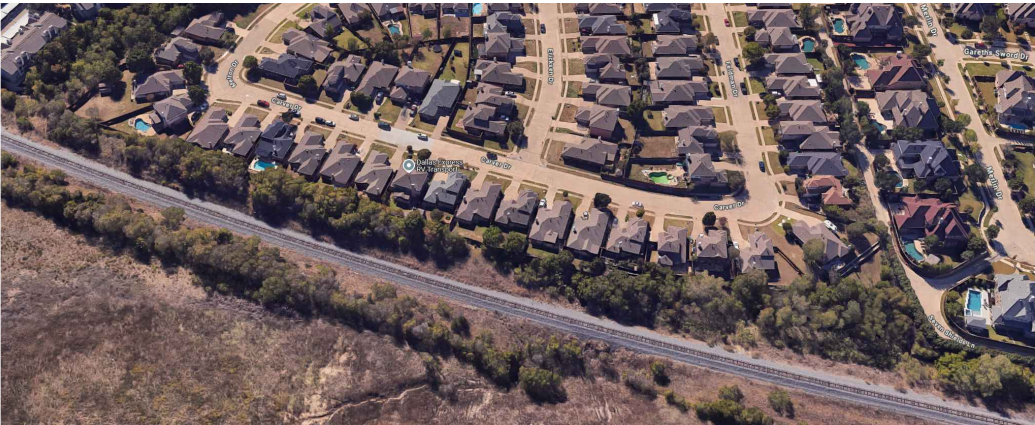








VIEW FROM JOSEY LANE TOWARDS SINGLE FAMILY



VIEW OF TREE BUFFER ZONE ALONG SINGLE FAMILY



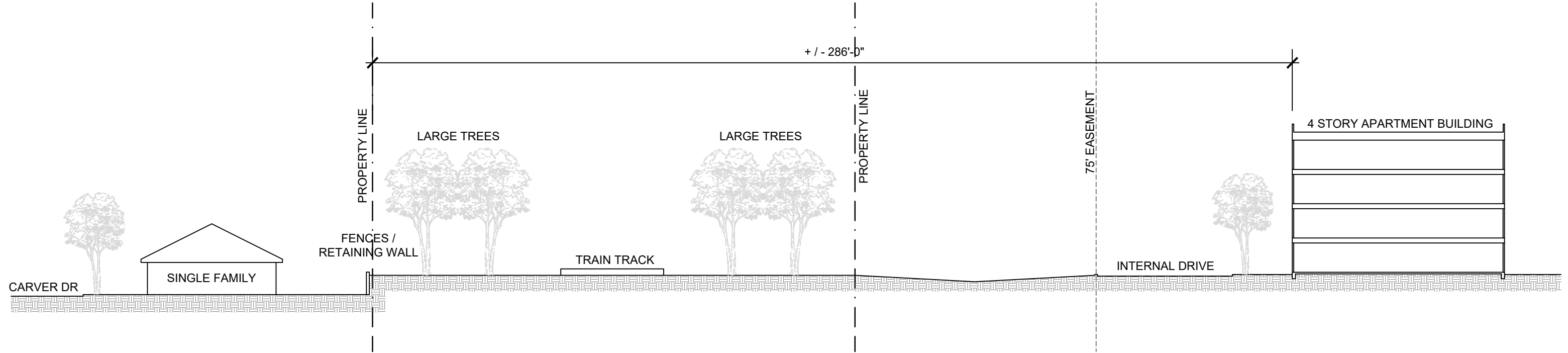
VIEW FROM SEVEN SHIELDS LANE



VIEW FROM CARVER DRIVE



VIEW FROM CARVER DRIVE



SITE SECTION NEXT TO SINGLE FAMILY

SCALE: 1 TO 30



## PUBLIC COMMENTS

Name: ROBERT E. MOON  
Address: 1817 CARNER DRIVE  
City, ST, ZIP: CARROLLTON, TEXAS 75010

For your opinion of opposition or support on the proposed change to be considered by the Planning & Zoning Commission or City Council, you must completely fill out this form, sign and date it and return it before end of business day one day prior to the public hearing.

I hereby register my: ☐ Support ☒ Opposition Received  
JUN 05 2025  
Planning  
City of Carrollton

To Case No./Name: PLZ 2025-030 The Harcourt  
Comments: PREFER O-2 and LR-2

Signature: Robert E. Moon Date: 5/31/25

## **PUBLIC COMMENT**

Good afternoon,

This is regarding the June 5, 2025 P&Z meeting on Case PLZ 2025-30 with no comments of opposition so far in reading the document's individual page of each angle of this development, except one regarding the gas station regarding the questionable viability of these in long-term future as can be noticed by other examples in the community for the last few decades. Whereas, it is possible a gas station would be convenient at the specific intersection, it is a matter of two in the same intersection when one could serve the same purpose and eliminating another concern of all four ways of traffic at the same intersection.

Besides this, there are no concerns regarding the other development phases but instead replacing the gas station with the 2,000 drive-thru retail section to the corner instead considering what was noted above. In terms of location, the 2,000 site is best located at the corner in regards at other similarity city developments in the past have not succeeded (examples being 2126 N Josey Ln with multiple changes in the last 15 years) and moving the site further into the development as noted above would make use of the site. Another observations of the site is as, before the 2018 Parker Rd street expansion, this resulted in a line of natural buffer zone being removed and moving this site closer to everything would compensate instead of moving the development further south towards the southeast.

Certain drive through establishments have proven to be challenging in their future with another example being 3330 E Trinity Mills Rd, Carrollton, TX 75006 and with other previous examples that show a constant change in the food drive-thru and accompanied retail industry and its trends.

As of this email, I believe it covers everything we have in commenting but I will email back post-P&Z meeting if anything else comes to mind.

Thanks again for the information,

Victor, Linda and David Valle  
2050 Kings Rd, 75007

**DRAFT Minutes**  
**City of Carrollton**  
**Planning & Zoning Commission**  
**June 5, 2025**  
**Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, June 5, 2025 at 6:30 p.m. in the Council Chambers at City Hall.

**Commission Members Present:**

Scott Windrow, Chair  
Greg Kramer, Vice Chair  
Mark Yarbrough  
John Powell  
Al Overholt  
Dave Hermon  
Willadean Martin

**Commission Members Absent:**

Kathleen Foster, 1<sup>st</sup> Vice Chair  
Jim Doyle

**Alternate:**

Rusty Pendleton

**Staff Members Present:**

Michael McCauley, Senior Planner  
Brett King, Director of Development Services  
Lydia Tormos, Planning Technician  
Meridith Ladd, City Attorney

Ed Green, Building Inspections  
Herb Cavanaugh, Fire Marshal  
John Romberger, Transportation Engineer  
Joseph Haefner, Asst. City Attorney

**Guests Present:**

None

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

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**PUBLIC HEARING**

4. Hold A Public Hearing To Consider A Resolution **Amending The Comprehensive Plan And The Future Land Use Map** To Change An Approximately 27.3-Acre Tract Located On The Southwest Corner Of Josey Lane And Parker Road From Office – Medium Intensity And Commercial – Low Intensity To Multifamily Residential And Commercial – Medium Intensity. **Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment).** Case Coordinator: Loren Shapiro.

In the absence of Loren Shapiro, Senior Planner Michael McCauley presented this item. He advised that this request is to change the land use designation at the southwest corner of Josey Lane and Parker Road. Currently, the designation is Office - Medium Intensity and Commercial – Low Intensity. The applicant is requesting it be changed to Multi-Family Residential and Commercial – Medium Intensity. A location map was provided. Mr. McCauley stated that property owners within 200 feet were notified of the proposed change

with no comments received. He stated that staff is recommending approval and noted that this item is related to the next item on the agenda.

Chair Windrow asked if the applicant is present and would like to speak.

Henry Billingsly, Billingsly Company, 1722 Routh Street, Suite 770 Dallas, applicant spoke briefly about the change in the comprehensive plan and potential development.

Commissioner Kramer inquired whether there would be any type of barrier between the multi-family and commercial. Mr. Billingsly responded there would not be a barrier. Mr. McCauley suggested that since this is a land use item, such questions would be more appropriate for the next item related to this one.

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

- ***Commissioner Overholt moved to close the public hearing and approve Case No. PLMA 2025-073 The Harcourt (Future Land Use Map Amendment; second by Commissioner Martin. The motion was approved with a vote of 7-0. (Foster and Doyle absent)***
- 5. Hold A Public Hearing To Consider An Ordinance **Amending the Zoning** On A 27.3-Acre Tract Zoned (O-2) Office And (LR-2) Local Retail Districts And Located On The Southwest Corner Of Josey Lane And Parker Road To Establish A Planned Development District To Change The Base Zoning From (O-2) Office District And (LR-2) Local Retail District To (MF-18) Multifamily Residential District And (LR-2) Local Retail District, To Allow A Gasoline Station, To Create Development Standards, And To Provide Concept Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2025-030 The Harcourt (Rezone)**. Case Coordinator: Loren Shapiro.

Michael McCauley presented this item. He reviewed the current zoning on the site and provided a location zoning map. Property owners within 200 feet were notified with no comments received. A conceptual site plan and landscape plan was reviewed in detail. Mr. McCauley added that the proposed zoning for multi-family, commercial, and retail, along with green space, is thought to be more flexible and adaptable than the current zoning. Elevation depictions of the multi-family buildings and townhomes were described. He said there is a residential development on the south side. Staff is recommending approval with stipulations. He noted that stipulation No. 2 should be removed; the corrected Traffic Impact Study was submitted and accepted.

Commissioner Overholt inquired about a left turn off Josey into the retail area. John Romberger said there is a median cut northbound and there is a left turn proposed that will show on the site plan. Commissioner Overholt asked whether there will be any screening between this development and the residential. Mr. McCauley responded that none is required because it does not directly connect to the residential area; there is approximately 300 feet between the two. Commissioner Overholt also inquired whether there is a turn into the parking garage from eastbound Parker. Mr. Romberger responded there is a deceleration lane as well as four or five other entrances off Parker with turns into the parking garage.



Chair Windrow asked if the applicant is present and would like to speak.

Lucilo Pena, representative of Billingsley, spoke. He described the area between the development and the residential that includes a significant setback with trees. He also clarified the orientation of the buildings as they relate to the interior courtyards.

Commissioner Hermon inquired whether the parking garage was the same height as the apartment buildings. Mr. McCauley responded they are the same.

Chair Windrow asked how many parking spaces are provided. Mr. McCauley responded they are providing more than the minimum number of parking spaces (approximately 1,300.)

Commissioner Kramer asked how many multi- family units there will be. Mr. McCauley advised there are 763 including the townhomes.

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

- \* ***Commissioner Powell moved to close the public hearing and approve Case No. PLZ 2025-030 The Harcourt (Rezone) with stipulations and removing stipulation number 2; second by Commissioner Hermon. The motion was approved with a vote of 7-0. . (Foster and Doyle absent)***

PLANNING DEPARTMENT  
City Of Carrollton

PLANNED DEVELOPMENT NO. 228  
DEVELOPMENT NAME: The Harcourt (Rezoning)

ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS AMENDING ITS COMPREHENSIVE ZONING ORDINANCE TO ESTABLISH PLANNED DEVELOPMENT 228, ON AN APPROXIMATELY 27.3-ACRE TRACT LOCATED AT THE SOUTHWEST CORNER OF PARKER ROAD AND JOSEY LANE; TO CHANGE THE BASE ZONING FROM (O-2) OFFICE AND (LR-2) LOCAL RETAIL DISTRICTS TO (LR-2) LOCAL RETAIL AND (MF-18) MULTIFAMILY RESIDENTIAL DISTRICTS, TO ALLOW A GAS STATION, TO CREATE DEVELOPMENT STANDARDS, AND TO PROVIDE CONCEPT PLANS; PROVIDING PENALTY, SEVERABILITY, REPEALER AND SAVINGS CLAUSES; AMENDING THE OFFICIAL ZONING MAP ACCORDINGLY; AND PROVIDING FOR AN EFFECTIVE DATE ON AND AFTER ITS ADOPTION AND PUBLICATION.

**WHEREAS**, at a public hearing held on the Fifth day of June 2025, the Planning & Zoning Commission considered and made recommendation on a certain request for a Planned Development District (Case No. PLZ 2025-030); and

**WHEREAS**, this change of zoning is in accordance with the adopted Comprehensive Plan of the City of Carrollton, as amended; and

**WHEREAS**, the City Council conducted a public hearing on the Eighth day of July 2025, at which all persons were given an opportunity to present testimony; and

**WHEREAS**, this change of zoning will distinguish development standards specially applicable to the unique nature of the approximately 27.3-acre tract; 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:

**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.**

Planned Development Number 228 located on an approximately 27.3-acre tract at the southwest corner of Parker Road and Josey Lane, described on Exhibit A and generally depicted on Exhibit B, is hereby established, to provide the following:

### **a. Use Regulations**

#### **1. TRACT A:**

##### **Permitted Uses:**

Permitted uses shall be all principal and accessory uses which are allowed by right in the (MF-18) Multi-family Residential District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations of the (MF-18) Multi-family Residential District and the Comprehensive Zoning Ordinance, as amended, except as otherwise provided below.

A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (MF-18) Multi-family Residential District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended. Such Special Use Permit(s) shall be subject to the conditions established in Articles XXI. and XXXI. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations.

#### **2. TRACT B:**

##### **Permitted Uses:**

Permitted uses shall be all principal and accessory uses which are allowed by right in the (LR-2) Local Retail District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations of the (LR-2) Local Retail District and the Comprehensive Zoning Ordinance, as amended, except as otherwise provided below.

A Special Use Permit shall be required for all uses otherwise requiring a Special Use Permit in the (LR-2) Local Retail District, in accordance with Article V. of the Comprehensive Zoning Ordinance, as amended. Such Special Use Permit(s) shall be subject to the conditions established in Articles XXI. and XXXI. of the Comprehensive Zoning Ordinance, as amended, and shall be developed in accordance with all applicable regulations.

**Additional Permitted Use: Gas Station**

## **b. Special Development Regulations**

1. The design and development shall be in general accordance with the Overall Conceptual Site Plan (Exhibit B), Landscape Plans (Exhibit C), Façade Plans (Exhibit D) and Building Scaling (Exhibit E). If there is a conflict between the text of these standards and Plans, the text controls.
2. Development shall take place in accordance with the development standards established below:
  - a) Minimum depth of front yard –
    - 1) Multifamily building and multifamily leasing office abutting a public street right-of-way shall be 20 feet
    - 2) Parking garage abutting a public street right-of-way shall be 40 feet
    - 3) Minimum setback for all other uses shall be 20 feet
  - b) Maximum number of multifamily units shall be 763
  - c) Maximum Multifamily Density shall be 38 units per acre
  - d) Maximum Multifamily Building Height shall be 60 feet
  - e) Maximum Building Coverage shall be 80 percent
  - f) The following multifamily amenities shall be provided:
    - 1) Pool courtyards with seating and grilling areas
    - 2) Lounge entry lobby with mail
    - 3) Club room
    - 4) Fitness center
    - 5) Park with seating areas
    - 6) Dog Park
3. General Provisions:
  - a) The minimum clearance for the fire lane and mutual access easement through the parking garage shall be 14 feet in height or as required by the Fire Marshal, if applicable.
  - b) At each driveway and sidewalk intersection, driveways must be clearly marked by colored concrete, patterned, or stamped or brick pavers for pedestrian crossing and as provided on the conceptual plan exhibits.
  - c) All waste receptacles shall be adequately located to ensure maneuverability of servicing, per the General Design Guidelines. All waste receptacles, including toters, shall be screened from streets.

## **Section 3.**

The Comprehensive Zoning Ordinance and the Official Map are hereby amended to reflect the action taken herein.



**Section 4.**

Any person violating any provision of this Ordinance, upon conviction, is guilty of an offense punishable as provided in Section 10.99 of the Carrollton City Code.

**Section 5.**

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

**Section 6.**

Ordinance Number 1470, otherwise known as the Comprehensive Zoning Ordinance, as amended, shall remain in full force and effect.

**Section 7.**

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 8.**

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

PASSED AND APPROVED this the Eighth day of July 2025.

CITY OF CARROLLTON

By: \_\_\_\_\_  
Steve Babick, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Sawatzky  
City Secretary

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Meredith Ladd  
City Attorney

\_\_\_\_\_  
Loren Shapiro, AICP  
Planning Manager

## **EXHIBIT A**

### **Description**

#### **LEGAL DESCRIPTION**

BEING all that certain 27.202 acre tract of land situated in the Horatio Grooms Survey, Abstract Number 441, City of Carrollton, Denton County, Texas, being all that certain called 11.262 acre tract of land conveyed to Town Center of Austin Ranch No. 1, Inc., by Special Warranty Deed recorded in County Clerk File Number 2017-118242, Official Public Records, Denton County, Texas, and being the remainder of that certain called 27.159 acre tract of land conveyed to Trammell Crow Company No. 33, Ltd., by Special Warranty Deed recorded in County Clerk File Number 2010-126455, Official Public Records, Denton County, Texas, and being more particularly described as follows:

BEGINNING at a 1/2 inch iron rod with "Peiser & Mankin SURV" red plastic cap set (hereinafter referred to as 1/2 inch iron rod set) for the northwest corner of the herein described tract, same being the northwest corner of said Town Center tract, same being the northeast corner of TXDOT Parcel No. 11 conveyed to State of Texas by deed recorded in County Clerk File Number 2021- 38419, Official Public Records, Denton County, Texas, same being in the south right-of-way line of Parker Road (F.M. 544)(a 140 foot right-of-way at this point);

THENCE North 89 deg. 06 min. 55 sec. East, along the common line of said Town Center tract and said Parker Road, passing at a distance of 945.78 feet a 5/8 inch iron rod with "RPLS 3963" yellow plastic cap found for the southeast corner of the remainder of said Town Center tract, same being the northwest corner of aforesaid remainder of Trammell Crow tract, and continuing along the common line of said Trammell Crow tract and said Parker Road, a total distance of 1286.71 feet to a 1/2 inch iron rod set for angle point;

THENCE North 89 deg. 35 min. 55 sec. East, continuing along the common line of said Trammell Crow tract and said Parker Road, a distance of 455.68 feet to a 1/2 inch iron rod set for the most northerly northeast corner of said Trammell Crow tract, same being in the intersection of said Parker Road and North Josey Lane (a 120 foot right-of-way);

THENCE along the common line of said Trammell Crow tract and said intersection of said Parker Road and said North Josey Lane as follows:

South 02 deg. 55 min. 29 sec. East, a distance of 20.00 feet to a 1/2 inch iron rod set for angle point;

South 41 deg. 52 min. 31 sec. East, a distance of 28.44 feet to a 1/2 inch iron rod set for the most easterly northeast corner of said Trammell Crow tract;

THENCE along the common line of said Trammell Crow tract and said North Josey Lane as follows:

South 00 deg. 25 min. 05 sec. East, a distance of 697.14 feet to a 1/2 inch iron rod set for the beginning of a curve to the right, having a radius of 1540.00 feet, a central angle of 11 deg. 18 min. 01 sec., and a chord bearing and distance of South 05 deg. 13 min. 56 sec. West, 303.24 feet;

Along said curve to the right, an arc distance of 303.73 feet to a 3/8 inch iron rod found for the southeast corner of said Trammell Crow tract, same being in the intersection of said North Josey Lane and that certain tract of land conveyed to Gulf, Colorado, and Santa Fe Railroad (a 150 foot right-of-way), by deed recorded in Volume 439, Page 667, Deed Records, Denton County, Texas, same being the beginning of a non-tangent curve to the left, having a radius of 6950.55 feet, a central angle of 13 deg. 00 min. 09 sec., and a chord bearing and distance of North 68 deg. 47 min. 48 sec. West, 1573.96 feet;

THENCE along said non-tangent curve to the left, along the common line of said Trammell Crow tract and said Gulf, Colorado, and Santa Fe Railroad, passing the southwest corner of said remainder of Trammell Crow tract, same being the southeast corner of aforesaid said Town Center tract, and continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad, a total arc distance of 1577.35 feet to a 3/8 inch iron rod found for the beginning of a curve to the left, having a radius of 9242.20 feet, a central angle of 01 deg. 34 min. 59 sec., and a chord bearing and distance of North 76 deg. 00 min. 14 sec. West, 255.36 feet;

THENCE along said curve to the left, continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad tract, an arc distance of 255.37 feet to a 1/2 inch iron rod set for angle point;

THENCE North 76 deg. 50 min. 17 sec. West, continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad tract, a distance of 15.84 feet to a 1/2 inch iron rod set for the southwest corner of said Town Center tract, same being the southeast corner of that certain tract of land conveyed to Castle Hills Property Company, by deed recorded in County Clerk File Number 2006-153340, aforesaid Official Public Records, from which a 3/8 inch iron rod found bears North 00 deg. 17 min. East, 0.79 feet;

THENCE North 01 deg. 21 min. 20 sec. West, along the common line of said Town Center tract and said Castle Hills tract, passing the southeast corner of of aforesaid TXDOT Parcel No. 11, same being in the south right-of-way line of aforesaid Parker Road, and continuing along the common line of said Town Center tract and said Parker Road, a total distance of 382.66 feet to the POINT OF BEGINNING and containing 27.202 acres of computed land, more or less.

THENCE along said non-tangent curve to the left, along the common line of said Trammell Crow tract and said Gulf, Colorado, and Santa Fe Railroad, passing the southwest corner of said remainder of Trammell Crow tract, same being the southeast corner of aforesaid said Town Center tract, and continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad, a total arc distance of 1577.35 feet to a 3/8 inch iron rod found for the beginning of a curve to the left, having a radius of 9242.20 feet, a central angle of 01 deg. 34 min. 59 sec., and a chord bearing and distance of North 76 deg. 00 min. 14 sec. West, 255.36 feet;

THENCE along said curve to the left, continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad tract, an arc distance of 255.37 feet to a 1/2 inch iron rod set for angle point;

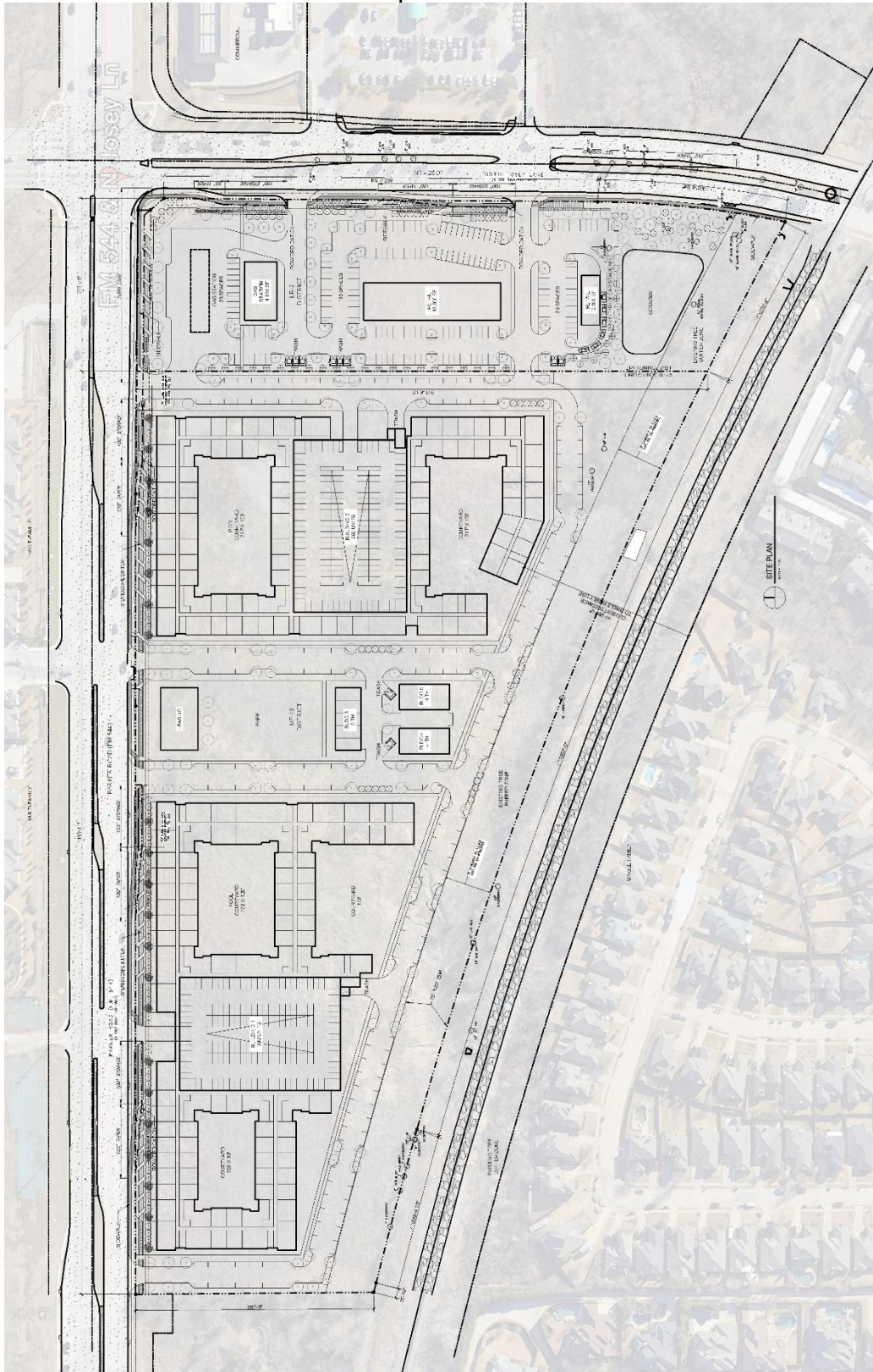
THENCE North 76 deg. 50 min. 17 sec. West, continuing along the common line of said Town Center tract and said Gulf, Colorado, and Santa Fe Railroad tract, a distance of 15.84 feet to a 1/2 inch iron rod set for the southwest corner of said Town Center tract, same being the southeast corner of that certain tract of land conveyed to Castle Hills Property Company, by deed recorded in County Clerk File Number 2006-153340, aforesaid Official Public Records, from which a 3/8 inch iron rod found bears North 00 deg. 17 min. East, 0.79 feet;

THENCE North 01 deg. 21 min. 20 sec. West, along the common line of said Town Center tract and said Castle Hills tract, passing the southeast corner of of aforesaid TXDOT Parcel No. 11, same being in the south right-of-way line of aforesaid Parker Road, and continuing along the common line of said Town Center tract and said Parker Road, a total distance of 382.66 feet to the POINT OF BEGINNING and containing 27.202 acres of computed land, more or less.



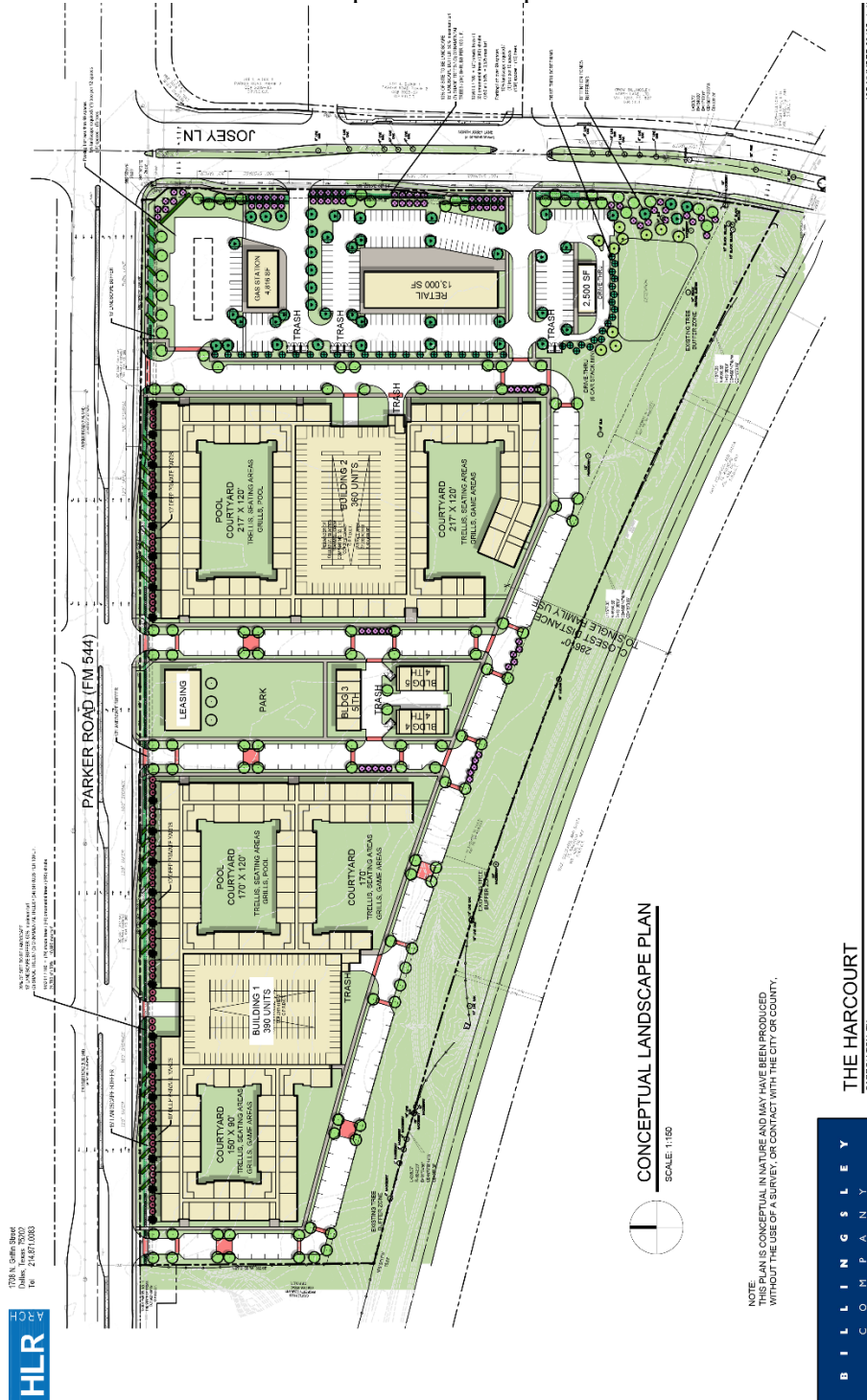
## Exhibit B

### Conceptual Site Plan



# Exhibit C

## Conceptual Landscape Plan





# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 2 CONCEPT ELEVATION ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 2 CONCEPT ELEVATION ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS

# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 2 CONCEPT ELEVATION ALONG PARK  
04.07.2025

HLR  
ARCHITECTS



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 1 CONCEPT ELEVATION ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS



# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 1 CONCEPT ELEVATION ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 1 CONCEPT ELEVATION ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS

# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

BUILDING 1 CONCEPT ELEVATION ALONG PARK  
04.07.2025

HLR  
ARCHITECTS



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

AMENITY BUILDING ALONG PARKER ROAD  
04.07.2025

HLR  
ARCHITECTS



# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

TOWNHOMES CONCEPT ELEVATION  
04.07.2025

HLR  
ARCHITECTS



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

RETAIL AND RESTAURANT CONCEPT ELEVATION  
04.07.2025

HLR  
ARCHITECTS

# Exhibit D

## Conceptual Facades



BILLINGSLEY  
COMPANY

THE HARCOURT  
CARROLLTON, TX

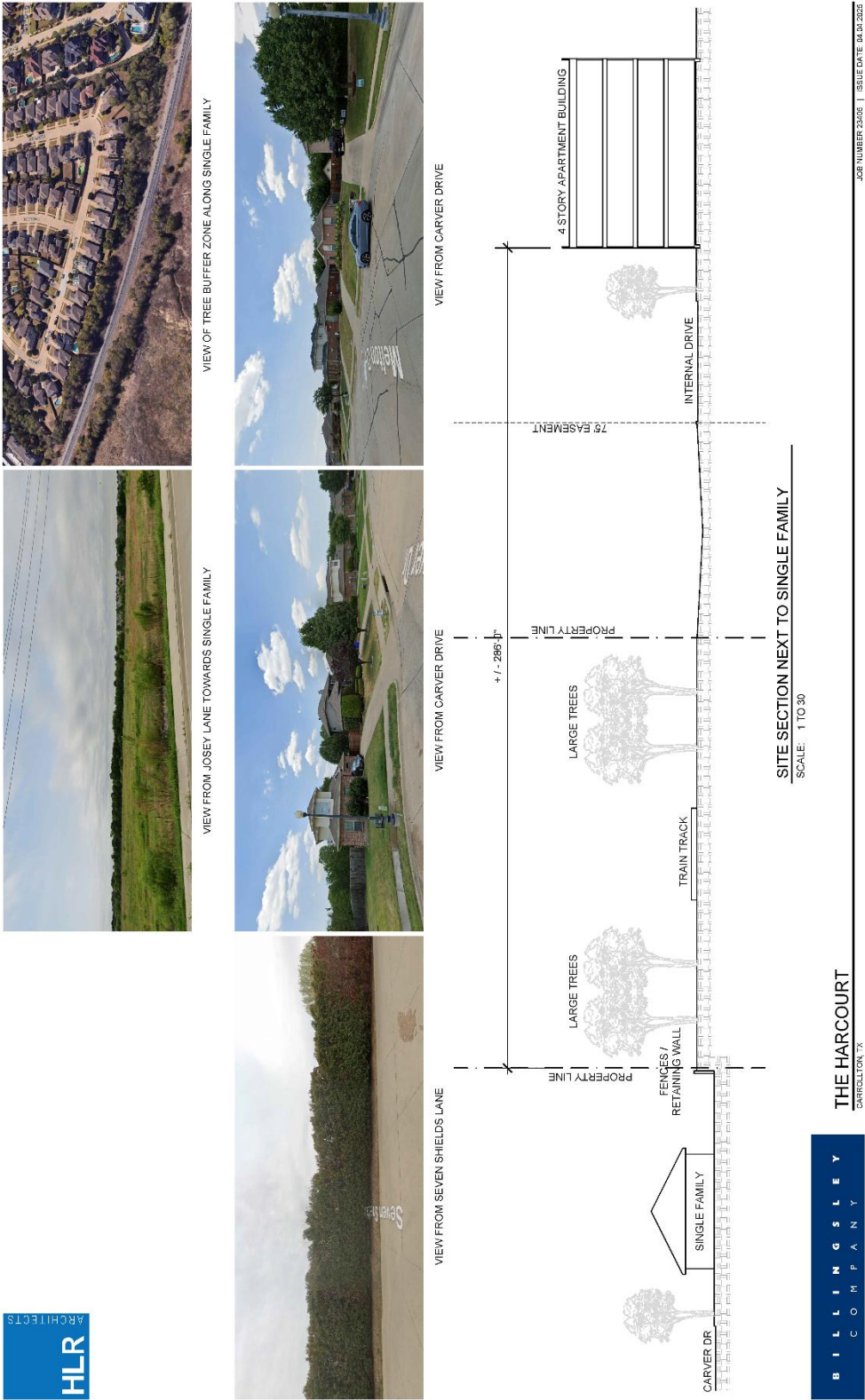
GAS STATION CONCEPT ELEVATION  
04.07.2025

HLR  
ARCHITECTS



# Exhibit F

## Site Scaling





# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

File Number: 7266

**Agenda Date:** 7/8/2025

**Version:** 1

**Status:** Public Hearing/Individual  
Consideration

**In Control:** City Council

**File Type:** Public Hearing

**Agenda Number:** 28.

**CC MEETING: July 8, 2025**

**DATE:** June 17, 2025

**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 Zoning To Establish A Special Use Permit To Allow A Smoke Shop Retailer In An Approximately 1,800 Square Foot Space Zoned (FTC) Frankford Transit Center District And Located At 1712 West Frankford Road, Suite 106; Amending The Official Zoning Map Accordingly.** Case No. PLSUP 2025-082 CBD - Vape Shop.

### **BACKGROUND:**

This is a request for approval of a Special Use Permit (SUP) to allow a smoke shop retailer in the (FTC) Frankford Transit Center District.

### **FINANCIAL IMPLICATIONS:**

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

### **STAFF RECOMMENDATION/ACTION DESIRED:**

On June 5, 2025, the Planning and Zoning Commission recommended approval of the request with stipulations.

Staff recommends **APPROVAL** with stipulations.

The attached ordinance reflects the action of the Commission.

**RESULTS SHEET**

**Date:** 07/08/25

**Case No./Name:** PLSUP 2025-082 CBD – Vape Shop

**A. STAFF STIPULATIONS AND RECOMMENDATIONS**

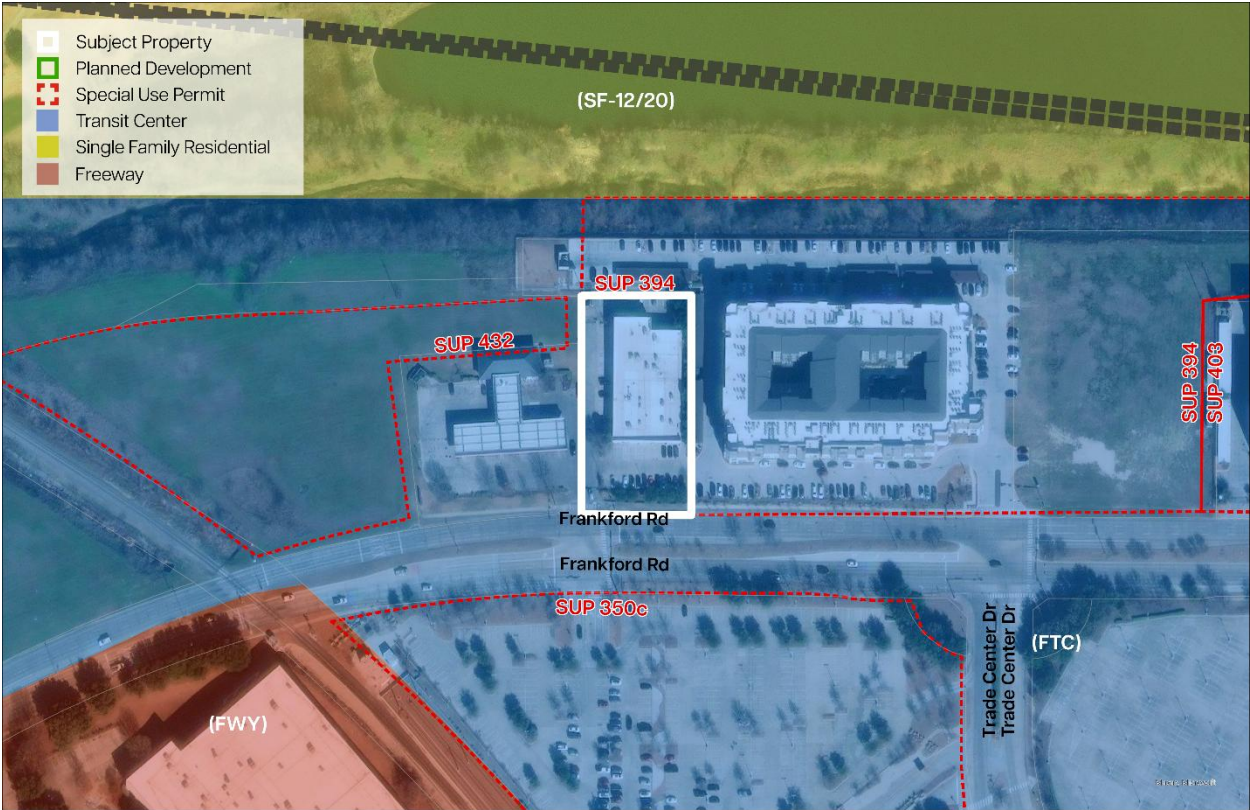
Staff recommends **APPROVAL** of the Special Use Permit for a smoke shop retailer with the following stipulations:

1. Permitted use: Smoke Shop Retailer.
2. Hours of operation shall be limited to the hours between 9:00am -10:00pm.
3. 1712 West Frankford Road, Suite 106 shall be limited to one smoke shop retailer.
4. Development shall be in general conformance with the attached conceptual site plan as depicted in the applicant's attached exhibits.
5. In the event there is any inconsistency between the text of the ordinance and any conceptual plan, the text of this ordinance shall control.

**B. P&Z ACTION** from P&Z meeting: 06/05/25  
Result: **APPROVED** /Vote: **5-2** (Overholt and Martin opposed; Foster and Doyle absent)

**C. CC PUBLIC HEARING / ORDINANCE ACTION** from CC meeting: 07/08/25  
Result: /Vote:

SITE LOCATION AND ZONING MAP

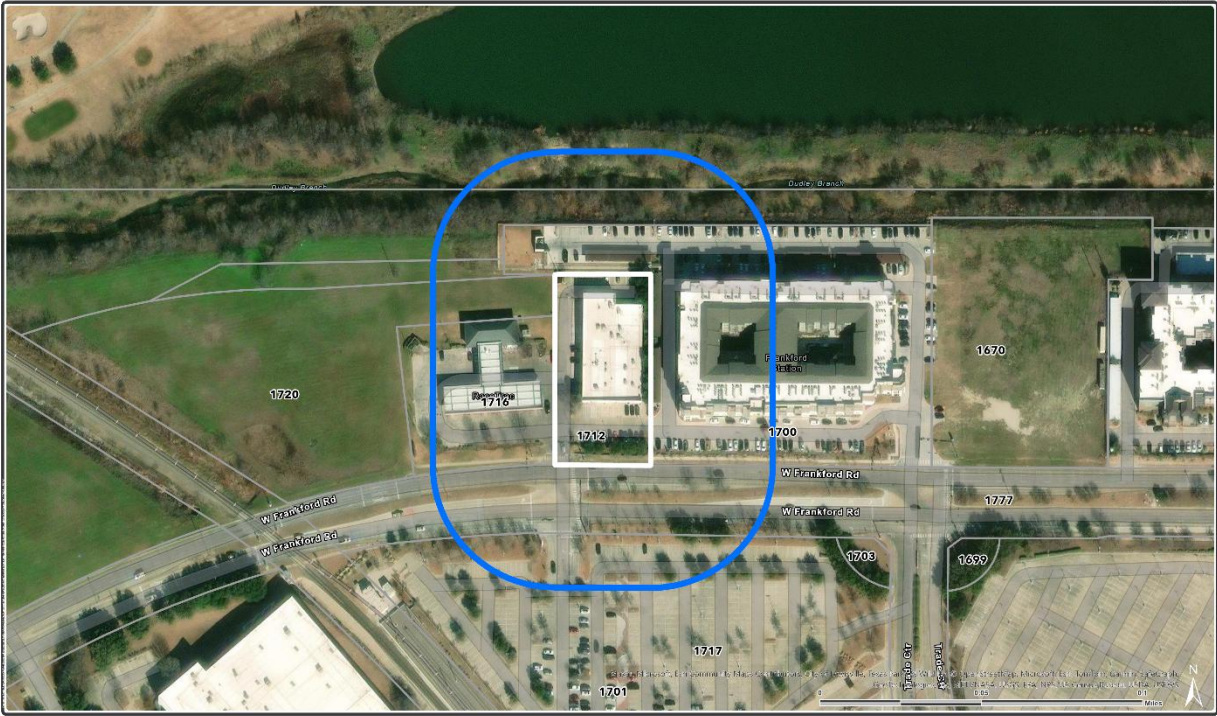




NOTICE BUFFER MAP

1712 W Frankford Rd

200 FT Buffer



## APPLICANT'S NARRATIVE

### BUSSINESS HOURS

OPEN 7 DAYS

9AM TO 10PM

#### **Nicotin Disposable Vape Brands:**

Geek Bar, Raz LTX, Tyson 30K, V-Touch, Fogers, Nexa, Pillow Talk, Onyx, FunkyRepublic, Uno 10K

#### **CBD and Delta Disposable Vape:**

Just CBD Vapes, Dozo Delta Vape, Hidden Hills Delta Vapes, Stizzy Delta Vape  
Frozen Fields Delta Vape

#### **Edibles:**

Mike Bites Gummies, URB Gummies, Tree House Gummies, Casper Gummies  
Dozo Gummies, Modus Gummies

#### **Nicotine Vape Juice:**

Coastal Clouds, Juice Head, Pod Juice, Pacha, Twist, Fruit Monster, Ripe, Cloud Nurdz

#### **Vape Mods:**

Geek Mods, Vaperesso Mods, Smoke Mods

#### **Tobacco's:**

Pipe Tobacco, Cigars and Cigarettes

#### **Novelties:**

Pictures Frames, Back packs, Souvenirs, Tobacco Pipes, Cigar Cutter, Lighters  
Candles, Incense, Fragrance Spray's

#### **Hookah's, Hookah Tobacco and Hookah Accessories:**

Hookah Shisha:

Al Fakher, Afzal, Star buzz, Adalia, Fantasia

#### **Drinks and Snacks:**

Soda's Energy Drinks, Ice Coffee, Smoothies, Juices, Ice Tea's, Waters

Frito lay's Chips, Doritos, Cheetos, Candies, Chewing Gums, Cookies,

**SPECIAL USE PERMIT**

Case Coordinator: Emily Offer

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**GENERAL PROJECT INFORMATION**

**SITE ZONING:** (FTC) Frankford Transit Center with the (GWY) Gateway Overlay

	<b><u>SURROUNDING ZONING</u></b>	<b><u>SURROUNDING LAND USES</u></b>
NORTH	(SF-12/20) Single Family Residential District	Golf Course
SOUTH	(FTC) Frankford Transit Center; (GWY) Gateway Overlay; SUP-350c	DART Station
EAST	(FTC) Frankford Transit Center; (GWY) Gateway Overlay; SUP-394	Multifamily Residential
WEST	(FTC) Frankford Transit Center with the (GWY) Gateway Overlay	Retail/ Gas Station

**REQUEST:** Approve a Special Use Permit (SUP) to allow a “Smoke Shop Retailer”

**PROPOSED USE:** Retail/ Smoke Shop Retailer

**ACRES/LOTS:** Approximately 1.05-acres / 1 lot

**LOCATION:** 1712 West Frankford Rd, Suite 106

**HISTORY:** The property was constructed in 2003.  
The applicants intend to subdivide a suite for a smoke shop retailer.

**COMPREHENSIVE PLAN:** Mixed Use - Transit

**TRANSPORTATION PLAN:** West Frankford Road is classified as a (A6D) 6-Lane Divided Arterial.

**OWNER:** Balakrishna Velineni/ Texas Mart Associates, LLC

**REPRESENTED BY:** Nizarali Lalani

## **STAFF ANALYSIS**

### **REQUEST**

This is a request for approval of a SUP to allow a smoke shop retailer.

### **ORDINANCE REQUIREMENTS**

Article V. of Carrollton's Comprehensive Zoning Ordinance (CZO) requires a SUP for a smoke shop retailer in the (FTC) Frankford Transit Center District.

### **ELEMENTS TO CONSIDER**

1. The area has ample shared parking on-site.
2. Each SUP application is discretionary and must be evaluated as to its probable effect on the adjacent properties and the community welfare and may be approved or denied as the findings indicate appropriate.
3. A SUP should not have negative impacts that exceed the impacts associated and anticipated with a use permitted "as-of-right" in the zoning district.
4. The concern and input of neighbors affected by a proposed use is an integral component of the zoning process.
5. There were no public comments received at the time of writing this report.
6. Hours of operation are limited to the hours between 9:00 a.m. to 10:00 p.m.
7. The suite is approximately 1,800 square feet (90 feet by 20 feet) in size.

### **PURPOSE OF THE SPECIAL USE PERMIT**

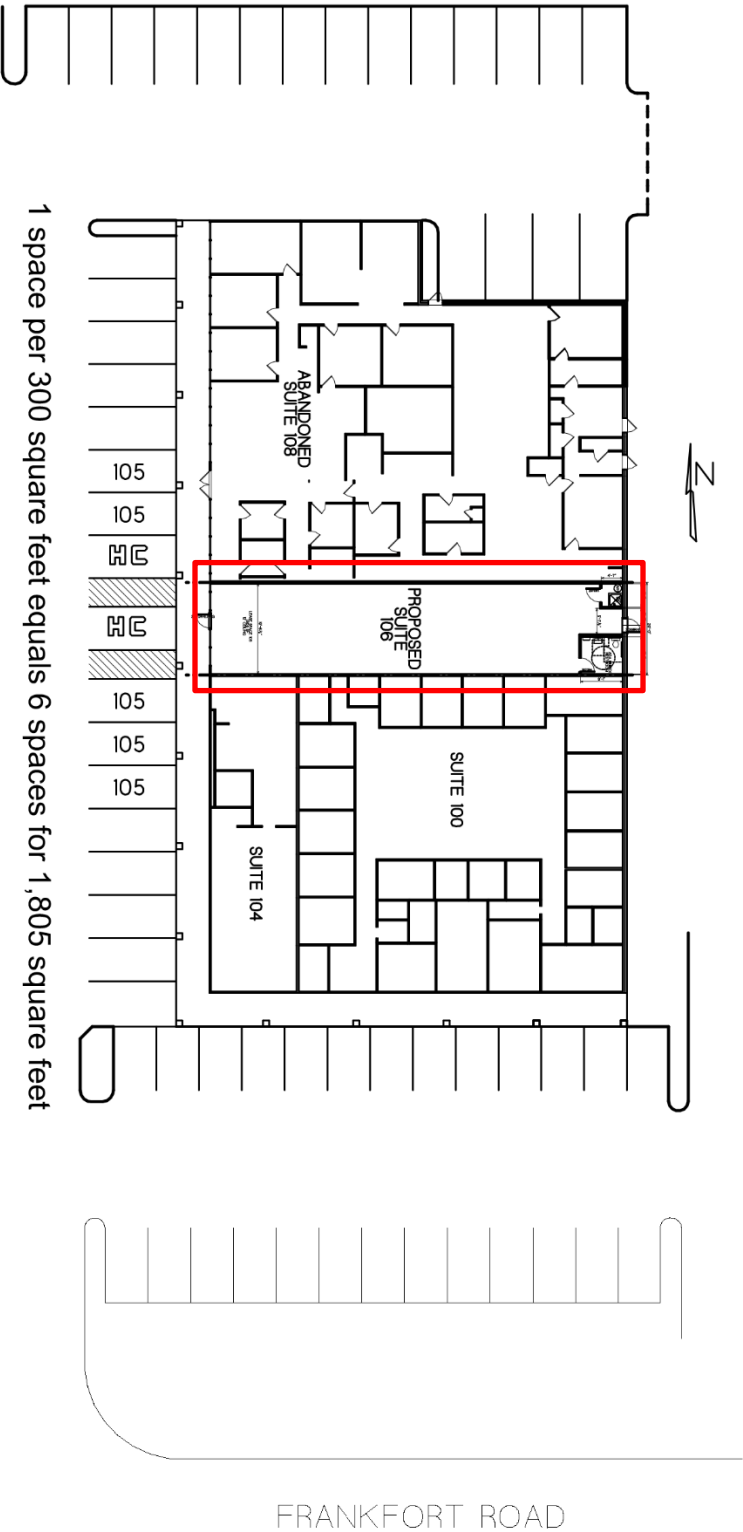
The purpose of the Special Use Permit is to authorize and regulate uses which may be beneficial in a specific instance to the general welfare of the community yet ensure that such uses are not detrimental to surrounding property and are consistent with the stated purpose of the zoning district in which such uses are located regarding conditions of operation, location, arrangement, and construction.

### **CONCLUSION**

Staff believes the use is appropriate for this location.



SITE PLAN







**DRAFT Minutes  
City of Carrollton  
Planning & Zoning Commission  
June 5, 2025  
Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, June 5, 2025 at 6:30 p.m. in the Council Chambers at City Hall.

**Commission Members Present:**

Scott Windrow, Chair  
Greg Kramer, Vice Chair  
Mark Yarbrough  
John Powell  
Al Overholt  
Dave Hermon  
Willadean Martin

**Commission Members Absent:**

Kathleen Foster, 1<sup>st</sup> Vice Chair  
Jim Doyle

**Alternate:**

Rusty Pendleton

**Staff Members Present:**

Michael McCauley, Senior Planner  
Brett King, Director of Development Services  
Lydia Tormos, Planning Technician  
Meridith Ladd, City Attorney

Ed Green, Building Inspections  
Herb Cavanaugh, Fire Marshal  
John Romberger, Transportation Engineer  
Joseph Haefner, Asst. City Attorney

**Guests Present:**

None

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

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**BRIEFING SESSION – 6:00 p.m. - COUNCIL BRIEFING ROOM**

- A. Staff gave a brief presentation on each of the items on the consent agenda. No public testimony was allowed during the briefing.

**REGULAR MEETING – CALL TO ORDER: 6:30 p.m. - COUNCIL CHAMBERS**

Chair Windrow called the meeting to order at 6:30 p.m. Meeting procedures were reviewed. He 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

3. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow A Smoke Shop Retailer** In An Approximately 1,800 Square Foot Space Zoned (FTC) Frankford Transit Center District And Located At 1712 West Frankford Road, Suite 106; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2025-082 CBD – Vape Shop**. Case Coordinator: Emily Offer.

Michael McCauley, Senior Planner, noted that Emily Offer is absent. He provided a location zoning map, reviewed the address, and provided a photo of the exterior of the building. He stated that there are four suites with only one currently occupied. To the west of the building is a RaceTrac and to the east there are apartments. Notifications were sent to property owners within 200 feet with no comments submitted. Staff is recommending approval with stipulations.

Chair Windrow asked if the applicant is present and would like to speak.

Applicant Nizarali (Nick) Lalani, 3616 Wyeth Dr., Carrollton, was present for questions.

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

- *Commissioner Kramer moved to close the public hearing and approve Case No. PLSUP 2025-082 CBD – Vape Shop with stipulations; second by Commissioner Yarbrough. The motion was approved with a vote of 5-2. Commissioners Overholt and Martin opposed. (Foster and Doyle absent)*



PLANNING DEPARTMENT  
CITY OF CARROLLTON  
DATE: 07/08/2025

SPECIAL USE PERMIT NO. 519  
DEVELOPMENT NAME: CBD-VAPE SHOP

ORDINANCE NUMBER \_\_\_\_\_

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARROLLTON, TEXAS, AMENDING ITS COMPREHENSIVE ZONING ORDINANCE BY ESTABLISHING SPECIAL USE PERMIT NUMBER 519 PROVIDING FOR A SMOKE SHOP RETAILER FOR AN APPROXIMATELY 1,800 SQUARE FOOT SUITE ZONED (FTC) FRANKFORD TRANSIT CENTER DISTRICT AND LOCATED AT 1712 WEST FRANKFORD ROAD, SUITE 106; AMENDING THE OFFICIAL ZONING MAP; 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 June 2025, the Planning & Zoning Commission considered and made recommendation on a certain request for a Special Use Permit (Case No. PLSUP 2025-082); and

**WHEREAS**, this change of zoning is in accordance with the adopted Comprehensive Plan of the City of Carrollton, as amended; and

**WHEREAS**, the City Council conducted a public hearing on the Eighth day of July 2025, at which all persons were given an opportunity to present testimony; and

**WHEREAS**, the City Council has determined the following amendment to the zoning laws to allow the requested use is not detrimental to the surrounding property, and is consistent with the purpose of the zoning district in which the above-described property is located; 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:

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY 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.**

Special Use Permit Number 519 is hereby established for a certain approximately 1,800 square foot suite, located at 1712 West Frankford Road, Suite 106, and being more generally depicted on Exhibit A, providing for the following:

### **I. Permitted Use**

Smoke Shop Retailer

### **II. Special Development Standards**

Development shall be in accordance with the following special conditions, restrictions, and regulations:

1. Hours of operation shall be limited to:

9:00am – 10:00pm

2. In the event there is any inconsistency between the text of this ordinance and any conceptual plan, the text of this ordinance shall control.

## **Section 3.**

The Comprehensive Zoning Ordinance and the Official Map are hereby amended to reflect the action taken herein.

## **Section 4.**

Any person violating any provision of this Ordinance, upon conviction, is guilty of an offense punishable as provided in Section 10.99 of the Carrollton City Code.

## **Section 5.**

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

## **Section 6.**

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 7.**

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

**Section 8.**

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

PASSED AND APPROVED this the Eighth day of July 2025.

CITY OF CARROLLTON

By: \_\_\_\_\_  
Steve Babick, Mayor

ATTEST:

\_\_\_\_\_  
Chloe Sawatzky  
City Secretary

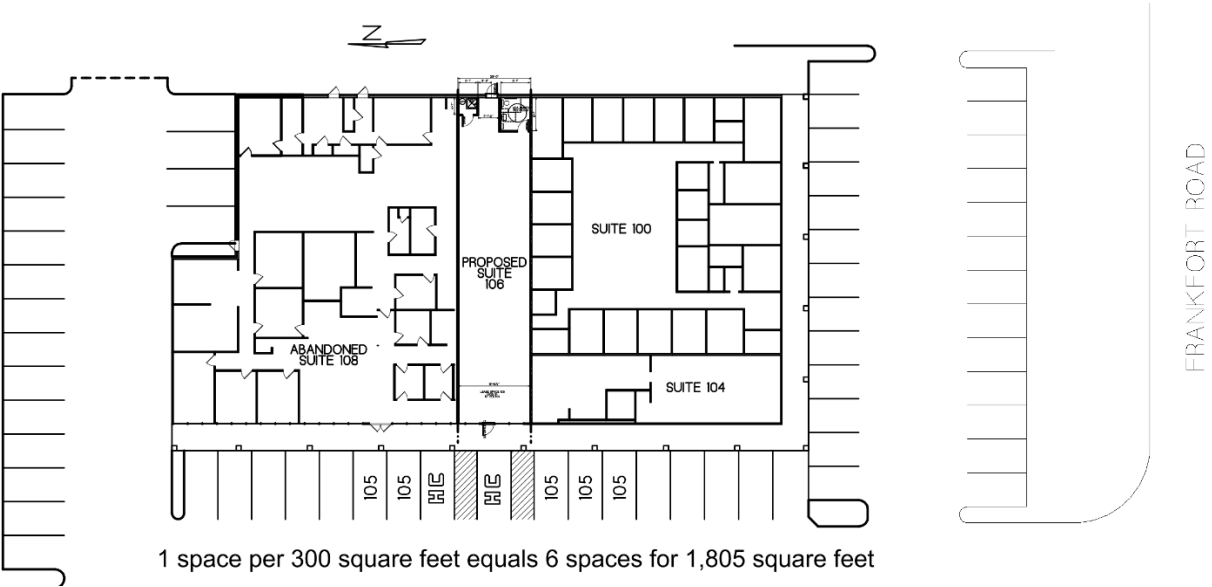
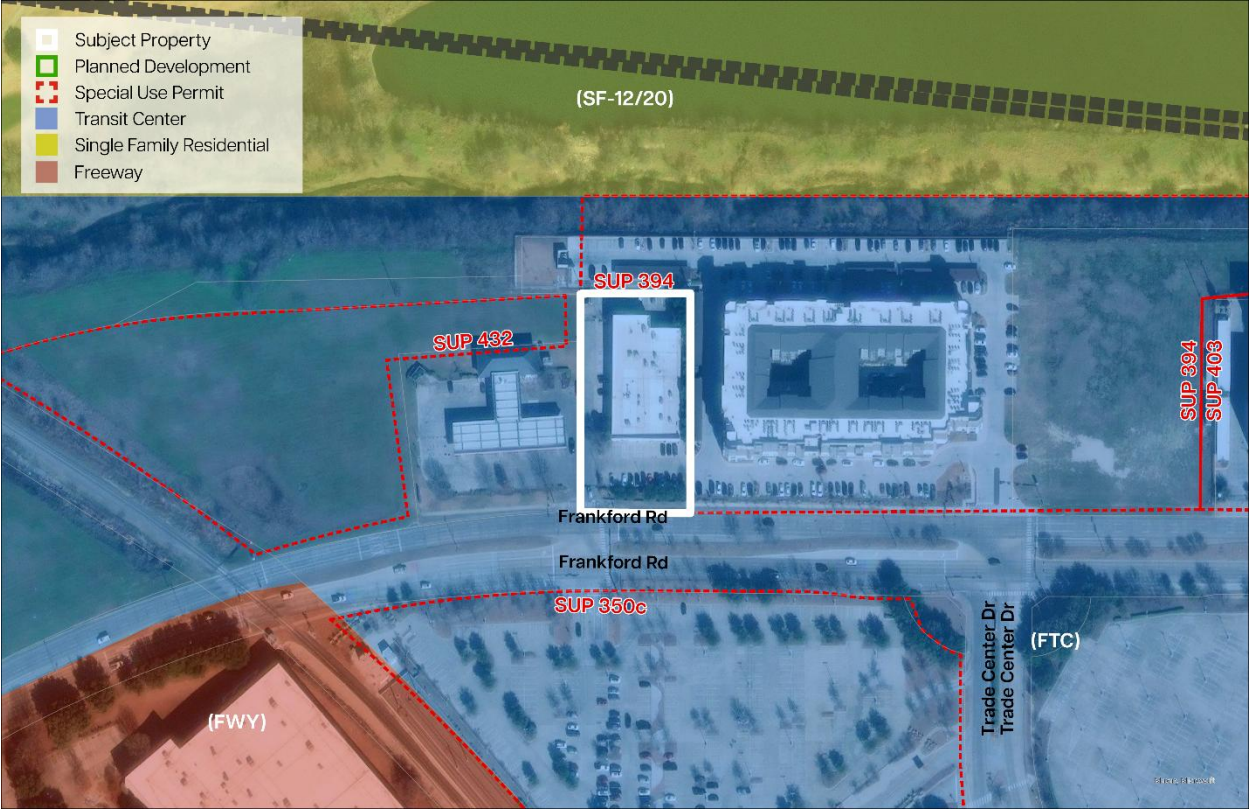
APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

\_\_\_\_\_  
Meredith Ladd  
City Attorney

\_\_\_\_\_  
Emily Offer  
Senior Planner

**EXHIBIT A**  
**GENERAL DEPICTION**







# City of Carrollton

1945 E. Jackson Rd  
Carrollton TX 75006

## Agenda Memo

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**Agenda Date:**

**Version:** 1

**Status:** Public Forum

**In Control:** City Council

**File Type:** Public Forum

**Agenda Number:** 29.

**Hearing of any citizen/visitor on items not listed on the regular meeting agenda. Citizens wishing to address the Council regarding items on the posted agenda will be called to speak during the Council's consideration of such items.**

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 address prior to beginning your remarks; Speakers will be allowed between 2 and 5 minutes for testimony; Speakers making personal, impertinent, profane or slanderous remarks may be removed from the room; Unauthorized remarks from the audience, stamping of feet, whistles, yells, clapping, 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. In accordance with the State 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.