

**Minutes
City of Carrollton
Planning & Zoning Commission
January 7, 2021
Telephonic Meeting**

A telephonic meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, January 7, 2021 at 6:15 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Sunil Sundaran, Chair
Mel Chadwick, 1st Vice Chair
Tony Romo II
Jason Carpenter
Margot Diamond
John Powell
John Denholm, Vice Chair
Kathryn Taylor

Commission Members Absent:

Darby Merriman

Staff Members Present:

Loren Shapiro, Planning Manager
Susan Keller, 1st Asst. City Attorney
Herb Cavanaugh, Fire Department
Molly J. Coryell, Planner
Ed Green, Plans Examiner
Lydia Tormos, Admin Support Specialist

Michael McCauley, Senior Planner
Kanika Juneja, Asst. City Attorney
Tom Hammons, Transportation Div. Mgr.
Rob Guarnieri, Plan Review Manager
Leanne Wagener, Landscape Planner

Guests Present:

Scott Windrow, Alternate
Andrew Palacios, Councilmember

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

4. Hold A Public Hearing To Consider An Ordinance **Amending The Text of Various Sections Of The Subdivision Ordinance** To Amend, Add Or Delete Content And To Improve The General Organization Of The Amended Sections. Sections To Be Amended Include Article II. Administration, Section A Subdivision Plat Required, To Amend Provisions Related To Altering Or Abandoning City Easements That Are Separate Instruments And Allowing The City Manager Or Designee To Approve Such Alterations Or Abandonments In Lieu Of City Council, And To Modify Language For Alteration Or Abandonment Of Easements Dedicated By Plat And Removing City Council Approval Requirement; Article VI. Final Plat, Section B General Provisions, Revising The Dedication Statement By Removing Language Relating To Use Of Easements By Utility Entities Being Subordinate To Public And City Of Carrollton Use; Article X. Design, Section E. Alleys, Subsection 1 To Remove The (T) Tri-Plex And (F) Four-Plex Zoning Districts And Adding The Word Zoning As Related To Provisions Related To Alleys; Article XI Construction And Improvements, Section J. Easements, To Amend Provisions Related To Dedication Of Easements To Allow For Water, Sanitary Sewer And Drainage Easements By Separate Instrument Only When Determined Necessary By The City Manager Or Designee; Article XII. Variances And Waivers, Section A. Variances, To Remove The Word “Temporary” As Related To Sidewalk Waivers; And Article XIII. Definitions To Add A Definition For Conveyance Plat. **Case No PLZT 2020-125 2020 Subdivision Ord. Text Amendments.** Case Coordinator: Loren Shapiro.

Planning Manager Loren Shapiro reviewed the following five recommended amendments.

1. Updates procedures regarding how easements are altered or abandoned; providing the ability of the City Manager or designee to approve modifications instead of City Council.
2. Update and removes references to older zoning districts that have since been eliminated.
3. Provides how easements for extension of city water, sanitary sewer and drainage facilities shall be dedicated.
4. Updates and corrects language for sidewalk waivers.
5. Adds a definition for conveyance plats.

Shapiro reviewed proposed Subdivision Ordinance amendments.

1. Article II. Administration Section A. subdivision Plat Required
2. Article X. Design Standards, Section C. Lots
3. Article X. Design Standards, Section E. Alleys.
4. Article XI. Construction and Improvements, Section J. Easements
5. Article XII. Variances and Waivers, Section A. Variances
6. Article XIII. Definitions

Chair Sundaran thanked the Planning staff for their work and felt the proposed changes would streamline the processes.

Chair Sundaran opened the Public Hearing.

Al Overholt, 2216 Ridgewood, stated he would like to see some type of enforcement on cable companies failing to put cables underground.

There being no other speakers, Chair Sundaran opened the floor for discussion or a motion.

* ***Chadwick moved to close the public hearing and approve Case No PLZT 2020-125 2020 Subdivision Ord. Text Amendments as presented; second by Powell and the motion was approved with a unanimous 8-0 vote; Merriman absent.***