



**Minutes  
City of Carrollton  
Planning & Zoning Commission  
December 4, 2025**

**Briefing Session and Meeting**

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, December 4, 2025 at 6:30 p.m. in the Council Chambers at City Hall.

**Commission Members Present:**

Scott Windrow, Chair  
Greg Kramer, Vice Chair  
Kathleen Foster, 1<sup>st</sup> Vice Chair  
Jim Doyle  
Al Overholt  
Dave Hermon  
Rusty Pendleton  
Terry Sullivan  
Lou Sartor

**Commission Members Absent:**

None

**Alternate:**

Neil Anson

**Staff Members Present:**

Loren Shapiro, Planning Manager  
Ed Green, Plan Review Manager  
Emily Offer, Senior Planner  
Shad Rhoten, AICP, Planner  
Lydia Tormos, Planning Technician  
Brett King, Dir. Development Srvs.

Herb Cavanaugh, Assistant Fire Marshal  
Tom Hammons, Transportation Engineer  
John Romberger, Transportation Engineer  
Ravi Shah, Exec. Dir. Development Sacs.  
Joe Haefner, Asst. City Attorney

**Guests Present:**

Richard Fleming, Council Observer

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

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**BRIEFING SESSION – 6:00 p.m. - COUNCIL BRIEFING ROOM**

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 pm. 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.

#### **CONSENT AGENDA:**

1. **MINUTES:** Approval of the November 6, 2025 meeting minutes.
  2. Consider And Take **Final Action On A Technical Site Plan** To Allow A Public School On An Approximately 9.487-Acre Tract Located At 1805 Pearl Street. **Case No. PLTSP 2025-174 Carrollton Elementary School.** Case Coordinator: Michael McCauley.
  3. Consider And Take Final Action On A **Replat Of Trinity Mills Professional Park, Phase 2, Block 1, Lot 1-A,** For An Approximately 2.341-Acre Tract Located At 2763 East Trinity Mills Road And Approximately 300 Feet Northwest Of The Northwest Corner Of East Trinity Mills Road And Marsh Lane, To Modify Easements. **Case No. PLRP 2025-178 Trinity Mills Professional Park, Phase 2, Block 1, Lot 1-AR.** Case Coordinator: Shad Rhoten.
- \* *Commissioner Overholt moved to approve the Consent Agenda Items 1 through 3, Item 2 with stipulations; second by Commissioner Foster. The motion was approved with a vote of 9-0.*

#### **PUBLIC HEARING:**

4. Hold A Public Hearing To Consider An Ordinance **Amending The Zoning** On An Approximately 33-Acre Tract Zoned PD-215 For The (SF-7/14) Single-Family Residential District Located At 2205 East Hebron Parkway To Repeal and Replace Ordinance No. 3922 Reestablishing Planned Development 215; To Allow A Reduction In The Required Setback, And To Modify Conceptual Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2025-180 First United Methodist Church.** Case Coordinator: Emily Offer.

Senior Planner Emily Offer presented this item and began by reviewing the location for PD-215, which is zoned single family. The applicant is requesting to have a zero-side yard setback to enable a portion of the lot to be sold. She advised that currently there are two breezeways connecting two buildings. She presented a conceptual site plan and said no new structures are being proposed. Staff is recommending approval with stipulations.

Nikelle Meade, 111 Congress Ave, Austin, Texas, stated she is representing the applicant. She advised that this approval would allow the two properties to be separated.

Chair Windrow opened the public hearing. There were no speakers. One card in opposition was submitted from Austin Denson, 4222 Arbor Creek Dr.

- \* *Commissioner Foster moved to close the public hearing and approve Case No. PLZ 2025-180 First United Methodist Church with stipulations; second by Commissioner Pendleton. The motion was approved with a vote of 9-0.*
5. Hold A Public Hearing To Consider An Ordinance **Amending the Zoning** On An Approximately 17.2-Acre Tract Zoned (LR-2) Local Retail District And Located On The

Northeast Corner Of Parker Road And Josey Lane **To Establish A Planned Development District** To Repeal Special Use Permit (SUP-416), Ordinance No. 3634, Allowing A Gas Station; To Allow A Gasoline Station, Car Wash, Retail Store In Excess Of 75,000 Square Feet, And To Allow Parking As A Primary Use On A Separate Lot And Accessory To The Retail Store In Excess Of 75,000 Square Feet; To Allow Outside Display In Excess Of 5 Percent; To Create Development Standards And To Provide Concept Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2025-182 NEC Parker and Josey Lane (Rezoning)**. Case Coordinator: Loren Shapiro.

Loren Shapiro, Planning Manager, presented this item. He reviewed the location of the property that is currently zoned local retail with a special use permit (SUP) for a gas station. He described the surrounding zoning.

Mr. Shapiro stated that the applicant is proposing a 120,000 square foot (HEB) grocery store. The rezoning request establishes a Planned Development allowing a retail store in excess of 75,000 square feet, a car wash, gas station and surface parking lot on a separate lot, by right (instead of via SUP), and provided a master plan in the form of conceptual site plans, with development regulations. Drive-throughs are planned for a restaurant on the west side of the building and a pharmacy on the east end. There is a covered customer pickup area and large amount of queuing spaces for patrons.

Mr. Shapiro advised that a traffic study was provided. Traffic mitigation included three dedicated right turn lanes for westbound Parker Road, as well as a northbound right turn lane at the first driveway from Josey Lane. He noted that HEB must coordinate traffic turn lanes and the additional signal on Parker with TxDOT. The applicant proposes 613 parking spaces and is requesting landscape islands every 12 spaces to maximize parking spaces due to anticipated customer demand. Plans are for trees on the property to be set back 200 feet from the building to protect produce and plants for sale, in the front display area, from birds. Mr. Shapiro mentioned that the PD proposes a reduction in trees on the property and along Parker and Josey to allow for greater visibility of the store, accommodate underground detention in the parking area and to avoid conflicts with existing overhead power lines. Ornamental grasses and shrubs will supplement the trees in the required 15-foot landscape buffer along streets and in landscape islands. Mr. Shapiro indicated that the City traffic engineers are available for questions.

Civil Engineer for the project Jonathan Kerby, 2600 N. Central Expressway, Richardson, was available for questions.

Commissioner Kramer asked why there is no traffic light proposed on Josey. Mr. Kerby stated that the amount of traffic on Josey crossing from the west side commercial does not warrant a traffic light as it is mostly truck traffic anticipated at that location. He added that the main entrance will be off Parker. HEB representative John Rose, 5000 Plano Pkwy, Carrollton, added that the development has to meet the criteria for both Carrollton and Lewisville at this intersection. He stated that they will look at it again.

Commissioner Doyle asked the applicant about the use of the parking lot on Tract B. Mr. Rose responded it is for employee parking.

Commissioner Overholt asked whether there would be a northbound turn lane along Josey and asked about right turn lanes at the intersections of Parker and Josey. Mr. Rose responded that there would be a deceleration lane onto the property. He also stated that there will be a double left turn lane at southbound Josey. John Romberger, Traffic Engineer, stated that the City has right-of-way northbound on Josey for a right turn going east on Parker, and also eastbound Parker to go south on Josey.

Chair Windrow opened the public hearing. He said the following submitted cards but did not wish to speak.

Cards In Support:

- Jeremy & Stacey Francis, 2025 Vista Crest, Carrollton
- Pavan Pauluri, 2008 Creekvista Dr, *Carrollton mailing address but in the City of Lewisville*

Cards In Opposition:

- Afzan Tharani, 2134 Creekbluff Ct., *Carrollton mailing address but in the City of Lewisville*

Speakers in Support:

- Samantha Maxam, 2007 Creekbluff Cir. *Carrollton mailing address but in the City of Lewisville*: concerned with traffic safety, requested 12-foot-high fence
- Sam Lo, 2130 Creekbluff, *Carrollton mailing address but in the City of Lewisville*; supported the HEB but had a lot of requests to be added
- Kenny Tran, 3190 Ridgelake Way, *Carrollton mailing address but in the City of Lewisville*: traffic concerns

Speakers in Opposition:

- Chuck Treanor, 1007 Lakewood Hills, *Carrollton mailing address but in the City of Lewisville*: concerned with traffic light, fencing; fueling location; rear lighting affecting backyards
- Sanya Tharani, 2134 Creekbluff Ct., *Carrollton mailing address but in the City of Lewisville*

Commissioner Doyle asked about stipulation #13 regarding rear fencing height. Mr. Shapiro stated that the applicant requests the ability to place fencing up to 12 feet high to buffer outdoor storage areas from residents. Mr. Rose, applicant, responded that they could look at increasing the fence height in other areas. He added that the lighting on the rear of the building should not spill over onto the neighboring properties, as they will follow city light and glare requirements.

Commissioner Foster asked what the normal height of the fence would be. The applicant responded 8 feet.

\* *Commissioner Hermon moved to close the public hearing and approve Case No. PLZ 2025-182 NEC Parker and Josey Lane (Rezoning) with stipulations; second by Commissioner Foster. The motion was approved with a vote of 9-0.*

6. Hold A Public Hearing To Consider An Ordinance **Amending The Zoning** On An Approximately 8.91-Acre Tract Zoned PD-192 For The (LR-2) Local Retail District And Located On The Southwest Corner Of Old Denton And West Jackson Roads To Amend Planned Development District 192 To Allow An Event Center; To Revise Conceptual Plans And Modify Development Standards; Amending The Official Zoning Map Accordingly. **Case No. PLZ 2025-126 Madinah Masjid.** Case Coordinator: Michael McCauley.

Loren Shapiro presented this item and explained the current PD-192 allows for a private school by right. The applicant is requesting a PD amendment to increase enrollment from 325 to 858 students, with grade levels from Pre-K to 12<sup>th</sup>. A conceptual site plan was reviewed that includes three-story buildings, up to 45 feet high. Already existing on the property is a 5,400 square foot retail center. Mr. Shapiro stated that previously the applicant had a medical building approved for the site, however now, instead of that, they wish to have a banquet hall/event center. He noted that since this is a planned development, a special use permit is not required for the event center.

Mr. Shapiro said that the applicant desires to add a 9,400 square foot banquet hall and a 2,200 square foot funeral home. Mr. Shapiro stated that due to the increase in number of student drop-offs and pickups, staff has included a stipulation to stagger those times. He stated that the applicant has provided a traffic impact analysis. It includes an eastbound deceleration lane and has sufficient parking and the landscape requirements have been met. He noted that surface drainage will require a retention pond. Staff is recommending approval with the additional stipulation of specified drop-off and pick-up times.

Commissioner Kramer asked Mr. Shapiro if it is normal for an event center to be allowed by right rather than have a special use permit. Mr. Shapiro responded normally not, however there is a PD on this site that allows various uses by right.

Commissioner Pendleton asked whether there is sufficient parking for the high schoolers to park in addition to what is required for the retail center on site. Mr. Shapiro responded there is sufficient parking. John Romberger, Traffic Engineer, described the circulation of traffic at the site. He advised traffic will enter from Jackson Rd. with pickup and drop-off on the west side of the school. Additionally, there will be three time slots for the pickup and drop-off for various grade groupings. Mr. Romberger also stated that at the city's request, the applicant has provided additional studies.

Commissioner Kramer asked if the school hour days are feasible. Mr. Romberger said that nearby Harmony School does operate with staggered times on a larger site. In response to Commissioner Doyle's question, Mr. Romberger identified the circulation of vehicles and the pickup and drop-off loading zone.

Commissioner Hermon inquired whether there is any overlap of funeral home use and school traffic. Mr. Shapiro stated that staff did not look at that but could ask the applicant.

Chair Windrow invited the applicant to present the project. Naim Khan, Civil Engineer and applicant, 603 Cherry Tree Ln., Wylie, responded to Commissioner Hermon's question about overlap of school and funeral home use. He stated that there is separate parking for the funeral home.

Commissioner Doyle asked about the number of staff members there will be. Barbar Rehmani, Board of Director, responded 25-30. In response to further questions from Commissioner Doyle, he advised that the school would start with the elementary grades and each year another grade will be added.

Chair Windrow opened the public hearing.

Did not wish to speak but supported the project:

- Adeeb Pariyani, 1625 W. Frankford Rd., Carrollton
- Samia and Nazma Merchant, 1035 Creekbend, Carrollton
- Madiha Hashuri, 1330 MacArthur Dr., #1407, Carrollton
- Syed Tayyeb, 2180 Old Denton Rd. Carrollton
- Mubashar Iqbal, 2180 Old Denton Rd. Carrollton
- Shoeb Khan, 1472 Hollow Ridge Dr., Carrollton

Did not wish to speak but were opposed:

- Shiju Mathai, 4209 Saginaw Ln., Carrollton
- Darlene Howell, 2314 Parker Rd., #225, Carrollton
- Brandie Kennedy, 2256 Lobo Ln., Carrollton
- Paul Phillips, 1503 Mission Ridge Tr. Carrollton
- Sally Fireah, 1944 Kensington, Carrollton
- Kathy Connell, 2822 Miramar Dr., Carrollton
- Sheila Hutchison, 2809 Miramar Dr., Carrollton
- Koshy S. Karalhrsgeril, 743 Morning Vista Dr., *Lewisville*

Speakers opposed:

- Ian McPherson, 2527 Stanford Ct., Carrollton
- Marcia Barnett, 1007 Wiltshire Dr., Carrollton
- Paul Kramer, 2014 Ash Hill Rd., Carrollton
- Tom Washington, 1800 Countryside, Carrollton
- Cindy Hyltin, 1841 Post Oak Ln., Carrollton
- Jeff Vogt, 2831 Prescott Dr., Carrollton
- Marie Mathai, 1217 Apache Lake Dr., Carrollton
- Cliff Goodard, 1723 Hartford Dr., Carrollton

Speakers in support:

- Stacey Francis 2025 Vista Crest Dr. Carrollton
- Samantha Maxam 2007 Creekbluff Cir., *Carrollton mailing address but in the City of Lewisville:*
- Imtiaz Rahi, 1006 Willowbrook Tr., Carrollton
- Sanya Tejani, 2134 Creekbluff Ct., *Carrollton mailing address but in the City of Lewisville*
- Samir Merchant, 1035 Creekbend, Carrollton

Speaking not in support or opposition:

- Austin Densy, 4222 Arbor Creek Dr., Carrollton
- Shiela Hutchison, 2809 Miramar Dr., Carrollton

Applicant Naim Khan asked the Commissioners to make their decisions based on the engineering and planning and not on religion.

Chair Windrow opened the floor for discussion or a motion.

- \* ***Commissioner Overholt moved to close the public hearing and approve Case No. PLZ 2025-126 Madinah Masjid with stipulations, included the stipulation of the event center not being open during school hours; second by Commissioner Pendleton.***

Commissioner Pendleton stated that the job of the Commission is to base their decision based on the information they were provided. He stated he will vote against the item.

Commissioner Doyle stated he is concerned with adding another school to Carrollton and also the density that would exist at this intersection. He stated he will vote against the item.

Commissioner Kramer stated he is concerned that this corner will be too crowded and not safe. He stated he is not in favor.

Commissioner Foster stated she is concerned with traffic, too many different uses located on the site, the building height, and the event center being allowed by right.

Commissioner Overholt stated he shares the concerns stated. He added that the applicant still has the right to operate their school at this site but is against enlarging it due to crowding. He added he will vote no.

Commissioner Sullivan stated he is concerned with allowing the building height as requested, along with other's concerns previously stated.

***The motion failed unanimously with a 0-9 vote.***

Chair Windrow advised that the applicant has 10 days to file a written appeal to the City Council.

**OTHER BUSINESS:**

- a. Staff Reports- Mr. Shapiro reviewed actions of City Council held on December 2. He also stated the next P&Z meeting will be on January 8, 2026.

**ADJOURNMENT**

Chair Windrow adjourned the meeting at 8:37 pm.

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Loren Shapiro, Planning Manager

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Scott Windrow, Chair  
Planning and Zoning Commission