



**Minutes
City of Carrollton
Planning & Zoning Commission
February 5, 2026**

Briefing Session and Meeting

A meeting of the City of Carrollton Planning & Zoning Commission was held on Thursday, February 5, 2026 at 6:30 p.m. in the Council Chambers at City Hall.

Commission Members Present:

Scott Windrow, Chair
Kathleen Foster
Jim Doyle, 1st Vice Chair
Al Overholt
Rusty Pendleton, Vice Chair
Terry Sullivan
Lou Sartor

Commission Members Absent:

Dave Hermon
Greg Kramer

Alternate:

Neil Anson

Staff Members Present:

Loren Shapiro, Planning Manager
Michael McCauley, Senior Planner
Shad Roten, Planner
Ed Green, Interim Director of Dev. Svcs.
Lydia Tormos, Planning Technician

Sandra Saucedo, Utility Cust. Svc. Supervisor
Matthew Graham, Fire Marshal
Parisa Sadeghi, Plans Examiner
Joe Haefner, Asst. City Attorney
John Romberger, Transportation Engineer

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

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. He reviewed meeting procedures and 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 January 8, 2026 meeting minutes.
2. Consider And Take Final Action On A **Final Plat For Polser Substation, Block A, Lots 1 And 2** For An Approximately 9.17-Acre Tract Located At The Southeast Corner Of Old Denton Road And King Arthur Boulevard And Addressed As 4218 And 4228 Old Denton Road, To Dedicate Easements And Establish Two Lots of Record. **Case No. PLFP 2025-172 Polser Substation, Block A, Lots 1 And 2.** Case Coordinator: Shad Rhoten.
3. Consider And Take Final Action On A **Replat Of Raiford Addition, Phase 2, Block A, Lot 3,** For An Approximately 5.426-Acre Tract Located At 1401 E. Trinity Mills Road, To Abandon And Dedicate Easements. **Case No. PLRP 2025-219 Raiford Addition, Phase 2, Block A, Lot 3R.** Case Coordinator: Michael McCauley.
- * *Commissioner Overholt moved to approve the Consent Agenda, with Item No. 1 Minutes as revised, and finding that the right-of-way dedication is necessary and proportional for Item No. 2; second by Commissioner Foster. The motion was approved with a vote of 7-0 (Hermon & Kramer absent).*

PUBLIC HEARING

4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To **Establish A Special Use Permit To Allow “Other Motor Vehicle Sales”** Located At 1519 West Belt Line Road, And Zoned For The (LI) Light Industrial District; Amending The Official Zoning Map Accordingly. **Case No. PLSUP 2025-163 Romco Auto Sales.** Case Coordinator: Shad Rhoten.

Shad Rhoten, Planner, presented this item. He reviewed a site location and zoning map, adding that the business is located on the south side of Belt Line Road and west of Interstate 35. The existing zoning on the majority of the property is Light Industrial.

Mr. Rhoten advised this is for an existing business that sells construction-type equipment. They wish to add concrete mixing units to the inventory which requires a special use permit (SUP). A photo of a concrete mixing unit was provided. Mr. Rhoten advised that approval of this SUP satisfies the Department of Motor Vehicles’ requirements and Carrollton’s zoning requirements.

Mr. Rhoten stated that there would be no more than five of the concrete mixing unit vehicles on-site and provided a conceptual site plan reflecting the storage area for the vehicles. No public comments were received. He advised that staff is recommending approval with the stipulation of displaying the vehicles only in the storage area.

Chair Windrow asked if the applicant is present and would like to speak.

Applicant, Jerilyn Freeman, 1519 W. Belt Line Road, stated she is representing the owner of Romco Auto Sales. She advised that limited traffic is on-site, with sales of vehicles occurring at customer locations.

Chair Windrow opened the public hearing. There were no speakers.

** Commissioner Foster moved to close the public hearing and approve Case No. PLSUP 2025-163 Romco Auto Sales with stipulations; second by Commissioner Pendleton. The motion was approved with a vote of 7-0 (Hermon & Kramer absent).*

OTHER BUSINESS:

a. Staff Reports- There were no staff reports.

ADJOURNMENT

Chair Windrow adjourned the meeting at 6:45 p.m.

Loren Shapiro, Planning Manager

Scott Windrow, Chair
Planning and Zoning Commission