

**Minutes
Town of Dallas
Planning Board
Meeting of November 20th, 2025**

The meeting was called to order by Chairman Wilson at 7:50pm.

Chairman Wilson led the invocation and Pledge of Allegiance.

Members Present: Curtis Wilson – Chairman, Glenn Bratton – Co-Chair, John O’Daly, William Hairston, Troy Traversie, and Carla Howell.

Also Present: Stuart Valzonis – Planning Director, Brittany Beam – Town Planner, Johnny Denton – Town Engineer.

A motion was made by Bratton to approve the agenda with no additions or deletions, seconded by Traversie and carried unanimously.

A motion was made by O’Daly to approve the July 17th, 2025 minutes, and the October 16th, 2025 minutes with corrections, seconded by Bratton and carried unanimously.

New Business:

10A. Reference Guides

Staff has created Rezoning and Subdivision reference guides for review processes in the Planning Department. At the October 16th, 2025 meeting, the Planning Board asked for the application fees and dates to be added on the guides. Staff updated the reference guides and asked for more recommendation from the Board. Staff was asked to create reference guides for the Variance, Special Use Permits and Appeal processes.

10B. Text Amendment §153.002 & §153.009

Town of Dallas resident has submitted a text amendment to allow for Carport like structures in the front yard of properties. The current Zoning Ordinance does not allow accessory structures to the front yard and does not name or define Carport structures. Staff has reviewed the Text Amendment application and researched other municipal ordinances and requests the Planning Board recommendation be sent to the Board of Aldermen for approval.

Mr. Valzonis presented the proposed text amendments to Chapters 153.002 and 153.009. 153.002 would define a Carport as a freestanding structure consisting of a roof and supporting members such as columns or beams, open on at least three sides, for the storage of private or pleasure type vehicles. 153.009 (C)(5) would state Carports may be permitted within the front yard, provided that no portion of the structure extends into public right-of-way or obstructs required sight distances at driveways or intersections. Carports located in the front yard shall comply with all other applicable requirements of this ordinance, including side yard setbacks.

A motion was made by O’Daly to deny the text amendment because this petition is found to not be reasonable and in the public interest based on the information from the staff analysis and because carports and any accessory structures should only be located in the rear and side yards, seconded by Hairston and carried unanimously.

10C. Carolina Quickcare Preliminary Plat

2Z Development LLC has submitted a preliminary plat application for the Carolina Quickcare Subdivision. Staff has reviewed the application and determined it meets the requirements described in Chapter 152: Subdivision Regulations. At the October 16th, 2025 Planning Board meeting, staff requested the Board to review the subdivision plat for any questions or corrections. Staff has brought the preliminary plat back for Planning Board final mylar approval.

A motion was made to approve the plat for final mylars by O'Daly, seconded by Hairston and carried unanimously.

A motion was made to adjourn by Hairston, seconded by O'Daly and carried unanimously. (8:17pm)

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