



CITY OF DALLAS

CITY PLAN COMMISSION
URBAN DESIGN COMMITTEE
Thursday, August 18, 2016
Meeting Minutes

Meeting	Dallas City Hall, 5BN	8:30 a.m.
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Members Present:

Jaynie Schultz (Chair), Tipton Housewright (Vice Chair), Noel Aveton, Evan Beattie, Allison Baker

Others Present:

Cristine Baril (Resident), Luis Tamayo (Planning and Urban Design, Strategic Planning), Asma Shaikh (Planning and Urban Design, Strategic Planning), Amy Albright (Planning and Urban Design, Strategic Planning), Anna Volchkov (Intern with City Plan Commissioner Schultz)

The meeting was called to order by Jaynie Schultz (Chair) at 8:30am.

Luis Tamayo provided a briefing on Staff's draft Guide to Neighborhood Planning. He began with a brief background on how ForwardDallas! initiates and calls for area planning. The Guide to Neighborhood Planning will help communities effectively engage in planning efforts and grow stronger through the process.

Committee members responded favorably to the Guide draft and made the following comments:

- Several types of example plans could be provided to reflect the diversity of Dallas neighborhoods.
- A worksheet/checklist could help communities begin the process. Non-negotiables and negotiables should be distinguished to allow for flexibility for different neighborhoods over time.
- Key resources and useful contacts could be included at the beginning of and throughout the booklet. The Guide might offer metrics/rules of thumb (e.g. "10 minutes to green space" and the benefits of sidewalks). A description of technical tools (e.g. stabilization overlays, conservation districts) could be helpful, as well as a list of additional reading (e.g. Jane Jacobs, other planning materials). Also, tools for meetings could be included, such as tips for managing a group.

- Interactivity between planning efforts should be a priority; this could be fostered through an online directory of plans and their statuses, along with a discussion forum.
- Housing-related issues could be better addressed.

Minutes from the July 21 meeting were approved unanimously after a motion by member Beattie and second by Vice Chair Housewright, pending an update requested by member Beattie to reflect his excusing himself from the room due to conflict of interest.

With regard to future meetings, Committee set a meeting date for September 15 to further discuss the Guide to Neighborhood Planning. Future meeting items will include Buckner Terrace, Dolphin Heights, and Preston Center plan briefings. The meeting was closed to order at 9:20 a.m.