

Proposed Conservation District Pre-Application Meeting No. 1

April 9, 2024



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Agenda

I. Introduction

II. Background of Request

III. Process for Establishing a Conservation District

IV. Next steps

V. Community Discussion



Purpose of This Meeting

- On March 8, 2024, a neighborhood committee (10 property owners) submitted a request for pre-application meetings to begin the process of potentially establishing a conservation district in your neighborhood.
- This meeting is the first of at least two pre-application meetings to talk about this potential conservation district.
- The purpose of this meeting is to:
 - Inform property owners about the request, conservation districts, and the steps in the process
 - Discuss and establish a general list of development and architectural standards the neighborhood would like to protect and regulate
 - Note: The process for creating and amending conservation districts was amended in 2015 to encourage more property owner participation.



Purpose of a Conservation District

- Intended to provide a means of conserving an area's distinctive character by protecting or enhancing its physical attributes
- Protect the physical attributes of an area or neighborhood
- Promote development or redevelopment that is compatible with an existing area or neighborhood
- Promote economic revitalization
- Enhance the livability of the city
- Ensure harmonious, orderly, and efficient growth

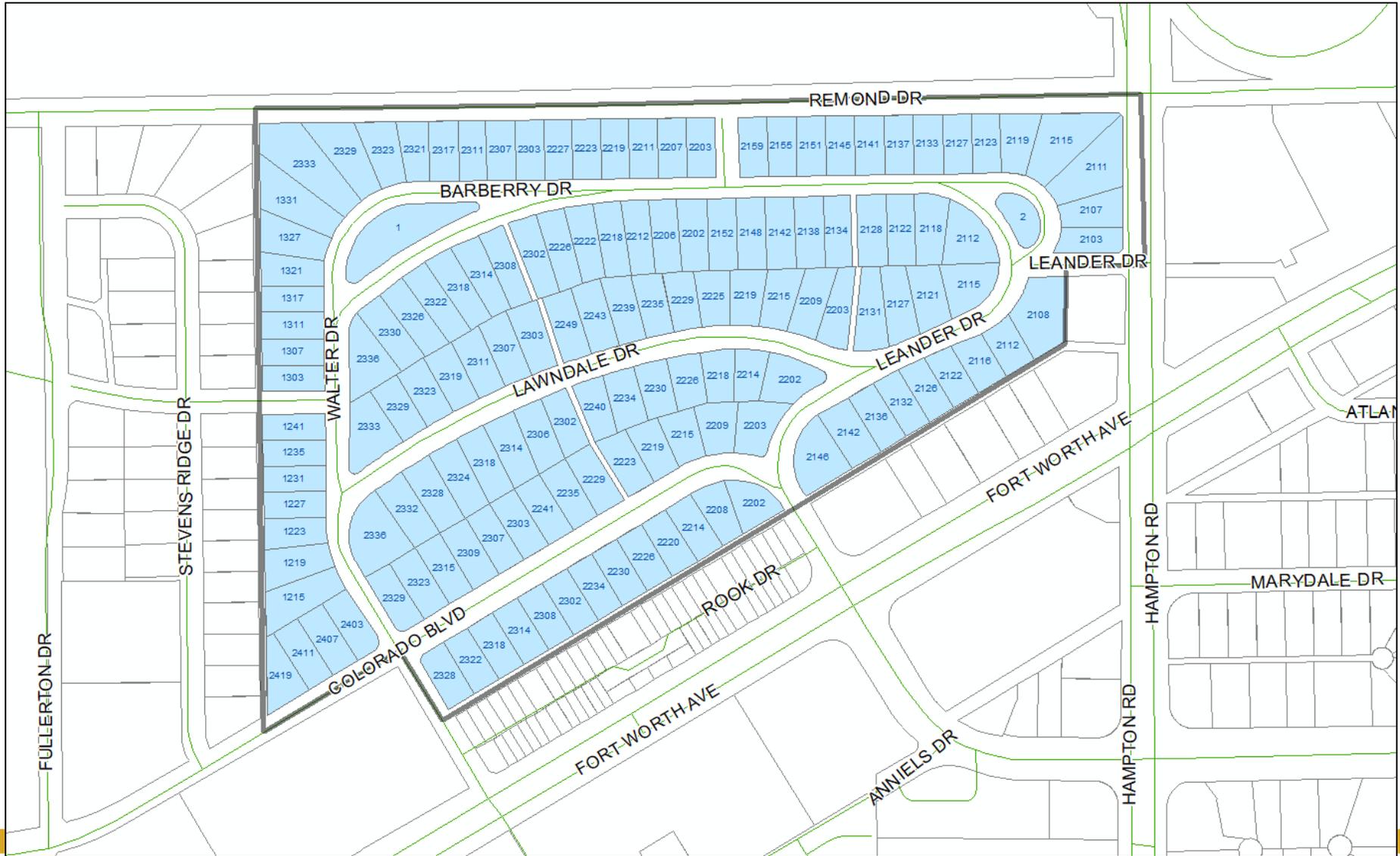


Background

- Initial request - A neighborhood committee initiated the process to establish a CD.
 - August 2015 – first inquiry into a CD
 - May 2022 – engagement with City about process and submitting Determination of Eligibility
 - February 2024 – Determination of Eligibility for pre-application
 - March 2024 – first request for pre-application meeting
 - April 9, 2024 – first pre-application meeting



Proposed CD Boundary



Process for establishing a CD

- Neighborhood committee submitted a Determination of Eligibility and pre-application form (complete).
- City holds pre-application meetings with property owners to discuss and establish a list of categories of development and architectural standards the property owners are interested establishing for a new conservation district
- The neighborhood committee meets with property owners to ensure awareness of the process and active participation throughout the neighborhood.
 - Emphasis on consensus among all property owners in neighborhood.
- Neighborhood committee and property owners convey additional comments on categories and elements.



Process for establishing a CD

- City holds additional pre-application meetings with property owners to develop and finalize categories of standards for the proposed CD
 - These categories form the basis of CD establishment petition.
- The city drafts petition language with input received from the neighborhood committee and property owners at these pre-application meetings.
- The city provides neighborhood committee with petitions
 - Neighborhood committee will have **12 months** to obtain the necessary percentage of signatures and submit them to the City. 58% of the land or 58% of the lots is required
- Staff verifies the signatures and petitions.

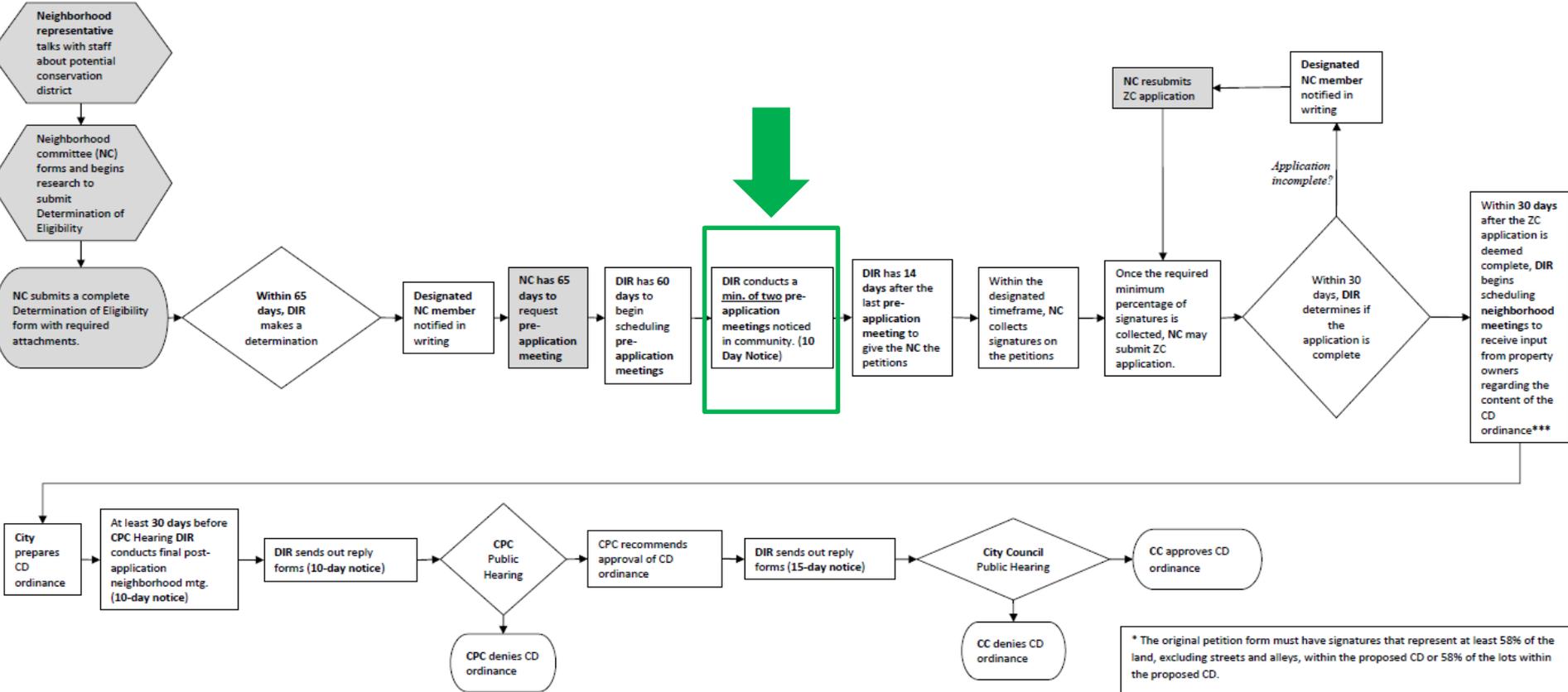


Process for establishing a CD

- Once petitions are verified, neighborhood committee submits zoning change application with appropriate fees, if necessary.
 - Fee waived if petitions are signed by a minimum of 75% of property owners
- This application is the beginning of the zoning change process.
- The city begins scheduling neighborhood meetings as needed to work out proposed detailed regulations in each of the categories
 - Multiple meetings held
 - Neighborhood committee works to ensure all voices are heard and everyone is aware of process
- At the conclusion of the series of meetings, City prepares ordinance
- City holds neighborhood meeting to review draft language
- City Plan Commission public hearing and recommendation
- City Council public hearing and decision



General Process to Adopt a New Conservation District



NC – Neighborhood Committee
 DEPT – Sustainable Development & Construction
 ZC – Zone Change
 CD – Conservation District
 CPC – City Plan Commission
 CC – City Council
 DIR - Director

* The original petition form must have signatures that represent at least 58% of the land, excluding streets and alleys, within the proposed CD or 58% of the lots within the proposed CD.
 ** Timeframe for petitions to be dated depends on size of proposed CD:
 ≤200 lots = 12 months
 >201 ≤ 500 lots = 15 months
 > 500 lots = 18 months
 *** Number of meetings to be determined.

Updated January 2020



Conservation Districts Must Regulate:

- Development Standards:
 - Accessory structures
 - Building & structure height
 - Density
 - Fences & walls
 - Floor area ratio
 - Lot coverage
 - Lot size
 - Off-street parking
 - Permitted uses
 - Setbacks
 - Stories
- Architectural standards:
 - Architectural styles
 - Building elevations
 - Building materials
 - Chimneys
 - Porch styles
 - Roof form or pitch
 - Roofing materials
 - Windows



Conservation Districts May Also Regulate:

- Building relocation
- Building width
- Demolition
- Driveways, curbs, and sidewalks
- Foundations
- Garage location and entrance
- Impervious surfaces
- Landscaping or other natural features
- Massing
- Paint colors
- Solar energy systems and the components
- Steps
- Window and dormer size and location
- Additional development and architectural standards, as desired



Considerations Specific for this area

- The neighborhood committee is concerned that without a Conservation District the neighborhood may face substantial inappropriate redevelopment and encroachment.
- In the discussion with the neighborhood committee about wanting Conservation District status the main goals were to:
 - protect architectural styles
 - ensure compatibility of materials used in remodeling and new construction
 - protect lot coverage
 - protect consistent setbacks
 - single-family land uses
 - regulate height of structures
 - regulate number of stories
- All of these things could be regulated to maintain the appearance and characteristics of the neighborhood.



Considerations Specific for this area (cont.)

- Architectural styles:
 - Predominately Minimal Traditional style homes exist in this district.
 - What styles of architecture would be allowed for new construction?
 - Would existing structures be required to be remodeled or added on to in their existing styles?
- Architectural characteristics:
 - The majority of the homes are Minimal Traditional style, although seven Ranch style homes exist.
 - What are the characteristics of the styles that should be maintained?
 - Characteristics could include the building materials, roof form and pitch for all styles, window types, etc.



Considerations Specific for this area (cont.)

- **Setbacks:**
 - Regulate the distance separation from a structure to a property line.
- **Building Height:**
 - Could cap the allowable building height at a certain height. The vast majority of structures are one-story, although approximately three structures are two-story.
- **Accessory structure/garage:**
 - Regulate the location of accessory structures or garages on a lot, such as behind the house, front entry garages. May also regulate the design and materials for new accessory structures or accessory structure remodels.



Considerations Specific for this area (cont.)

- Fences:
 - Proposed regulations may include allowable fence heights, locations, and materials.
- Driveways/walkways:
 - Proposed regulations may include the location and materials allowed for driveways/walkways.



Petition Language

- Purpose of petition
 - Determine what the neighborhood wants to regulate and preserve
 - Capture the elements under discussion in preparation for longer and more detailed discussions as part of the zoning change process.
- If the petition is successful, *then* the city and the neighborhood begin to talk through the details of what the neighborhood would like to regulate and preserve.
- Meetings held as often as needed to gather input.



Petition Language

- Petition wording must be broad enough to allow for discussion of details, yet narrow enough to allow owners to understand what is under discussion.
- Example - fences
 - Too broad: *Fences* – (no detail about what is under discussion)
 - Too narrow: *Fences - proposed regulations may include adjustments to the allowed height of fences in corner-side yards abutting Inwood Road and fence openness for side yard fences located within parkway setbacks.*
 - Just right: *Fences - proposed regulations may include allowed height, percent of open surface area, location.*



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The development standards for the R-7.5(A) Single Family District apply except for the following Development Standards the neighborhood would like to discuss regulating:

- Accessory Structures - proposed regulations may include:
 - Location.
- Building & Structure Height - proposed regulations may include:
 - Modifying how height is measured.
 - Establishing the maximum allowed height for structures, including accessory structures.
- Building Width - proposed regulations may include:
 - Minimum building width.
- Density - proposed regulations may include:
 - Considering maximum density.
- Driveways, Curbs, and Sidewalks - proposed regulations may include:
 - Locations, access points, materials, dimensions, and types.
 - Provisions for non-conforming driveways and walks.
- Fences & Walls - proposed regulations may include:
 - Location, height, style & materials.
- Foundations - proposed regulations may include:
 - Foundation types, materials, height, and appearance.
 - Provisions for remodels or additions to existing structures.
- Lot Coverage
- Off-street Parking - proposed regulations may include:
 - Minimum parking standards per dwelling unit.
- Permitted Uses - proposed regulations may include:
 - Single family
- Setbacks - proposed regulations may include:
 - Modifying front, side, and rear setback requirements.
 - Provisions for non-conforming contributing structures.
- Stories - proposed regulations may include:
 - Maximum stories allowed.
 - Provisions for non-conforming contributing structures

Architectural Standards the Neighborhood Would Like to Discuss Regulating:

- Accessory Structures - proposed regulations may include:
 - Style and materials.
 - Roof slope.
 - Replacement or Remodeling of existing accessory structures - clarifying the architectural styles, materials, size, and applicability.
- Architectural Styles - proposed regulations may include:
 - Defining the architectural styles allowed.
 - Standards for remodels and additions.
 - Standards for new construction.
 - Provisions for existing non-contributing structures.
- Building Elevations - proposed regulations may include:

- Minimum architectural features required.
- Standards for new construction.
- Standards for remodels and additions.
- Provisions for existing non-contributing structures.
- Building materials - proposed regulations may include:
 - Material types.
 - Applicability and placement of certain allowed materials.
 - Provisions for existing non-contributing structures.
- Chimneys - proposed regulations may include:
 - Materials, form, & placement.
- Demolition - proposed regulations may include:
 - Applicability to contributing structures.
 - Provisions for existing non-contributing structures.
- Dormers - proposed regulations may include:
 - Dormer size, location, and styles.
 - Provisions for remodels or additions to non-contributing structures.
- Garage Location and Entrance - proposed regulations may include:
 - Garage and garage door placement.
 - Provisions for remodels or additions to non-conforming structures.
- Impervious Surfaces and Hardscaping - proposed regulations may include:
 - Materials and allowable percentage of front yard coverage.
- Porch Styles - proposed regulations may include:
 - Styles, materials, placement, size, and detailing.
 - Standards for enclosures.
 - Provisions for remodels or additions to existing structures.
- Roof Form and Pitch - proposed regulations may include:
 - Provisions for remodels or additions to existing structures.
- Roofing Materials - proposed regulations may include:
 - Provisions for remodels or additions to existing structures.
- Solar Energy Systems and Components - proposed regulations may include:
 - Locations and type.
 - Provisions for remodels or additions to existing non-contributing structures.
- Steps - proposed regulations may include:
 - Location, style, materials & dimensions.
- Windows - proposed regulations may include:
 - Placement, architectural standards, materials, and types.
 - Provisions for remodels or additions to existing structures.
- Work Reviews - proposed regulations may include:
 - Language to detail the requirements for a work review.



Next Steps

- Neighborhood committee and property owners should meet to discuss proposed categories to create regulations.
- Additional feedback should be conveyed to city staff
- The city will schedule at least one more pre-application meeting (more if necessary) to confirm categories in which standards will be created.
- After the last pre-application meeting, the city will provide the designated neighborhood committee member with the petition forms.
- The neighborhood committee will have 12 months to obtain signatures from property owners that represent at least 58% of the lots or 58% of the land mass (excluding streets) within the CD.
- If petition is successful, zoning change can be initiated.



Questions?



<https://bit.ly/spvconservation>

Next pre-application meeting April 24



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Meeting materials can be found at <https://bit.ly/spvconservation>

