

Proposed Conservation District Pre-Application Meeting No. 1

April 9, 2024



Trevor Brown
Chief Planner, Conservation Districts
Planning & Urban Design
City of Dallas



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



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.

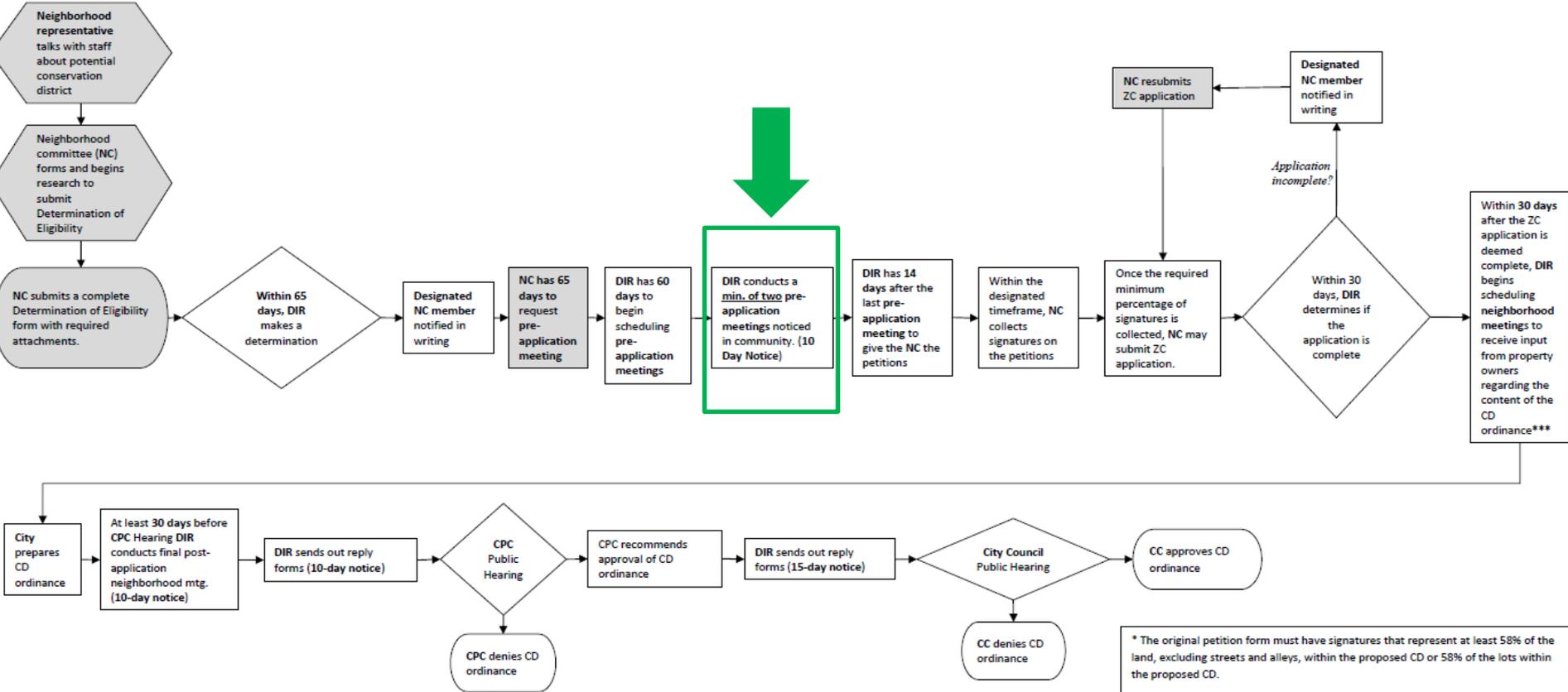


Process for establishing a CD

- 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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 - Just right: *Fences - proposed regulations may include allowed height, percent of open surface area, location.*

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.





**PETITION FORM
ESTABLISHING A CONSERVATION DISTRICT (CD)**

CITY OF DALLAS

Attention Property Owner:

MORA SEBASTIAN & CECILIA MORA
421 HOLLYWOOD AVE
DALLAS, TEXAS 75208-5637

A Conservation District (CD) is a zoning district that preserves an area's physical attributes by providing additional development and architectural regulations. Each Conservation District is customized to a neighborhood and what it wants to conserve. The Conservation District regulations are the zoning for the area and all new work within the area must comply with the Conservation District regulations. An application to establish a new CD must include the dated signatures of property owners that represent at least 58 percent of the land, excluding streets and alleys, or 58 percent of the lots within the proposed CD.

Property owners in your area are interested in establishing a conservation district on property as shown on the map above. Pursuant to the requirements in Section 51A-4.505(d), two pre-application meetings were held (November 9, 2020 and July 19, 2021). Notice for each of the pre-application meetings was sent to all property owners in the conservation district.



Development & Architectural Standards a Conservation District May Regulate: Accessory Structures; Architectural Styles; Building and Structure Height; Building Elevations; Building Materials; Building relocation; Building Width; Chimneys; Demolition; Density; Dormers; Driveways, Curbs, and Sidewalks; Fences and Walls; Floor Area Ratio; Foundations; Garage Location and Entrance; Impervious Surfaces and Hardscaping; Landscaping and other natural features; Lot Coverage; Lot Size; Massing; Off-street Parking; Paint Colors; Permitted Uses; Porch Styles; Roof Form and Pitch; Roofing Materials; Setbacks; Solar Energy Systems and Components; Steps; Stories; Windows and Dormer Size and Location; Work Reviews

- Next Steps:**
- **Neighborhood Committee** obtains petition signatures (at least 58%) within 12 months (July 29, 2021) and submits application (including fees, if applicable) to establish the South Winnetka Heights Conservation District.
 - Staff verifies the original petition forms and determines if application is complete.
 - If the application is complete, a public hearing to establish the CD is initiated.
 - **A series of post-application neighborhood meetings** will be held to receive input from property owners regarding the details of the regulations, with notice sent to all property owners in the CD.
 - At least 30 days before the **City Plan Commission public hearing**, the final **post-application neighborhood meeting** is held to review the proposed CD ordinance.
 - Notices and reply forms that allow a property owner to indicate their support or opposition are mailed to each property owner before the **City Plan Commission public hearing**.
 - If the City Plan Commission recommends approval of the proposed regulations, prior to the **City Council public hearing**, notices and reply forms that allow a property owner to indicate their support or opposition are mailed to each property owner.
 - **City Council** holds a public hearing.

Sustainable Development and Construction - 1500 Marilla Street, 5BN Dallas, TX 75201

Petition Example

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:

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 - 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.
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 - Replacement or Remodeling of existing accessory structures - clarifying the architectural styles, materials, size, and applicability.
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 - **Solar Energy Systems and Components** - proposed regulations may include:
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 - **Windows** - proposed regulations may include:
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 - **Work Reviews** - proposed regulations may include:
 - Language to detail the requirements for a work review.

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Additional resources:

- Current R-7.5(A) development regulations for your neighborhood can be found at the following link: https://codellibrary.amlegal.com/codes/dallas/latest/dallas_tx/0-0-0-28030
- Current and past meeting materials for the proposed South Winnetka Heights Conservation District amendment process can be found at the following link: https://bit.ly/S_Winnetka_CD

By signing this form, I support initiating a process that may result in a zoning change on my property. Specifically, any changes to R-7.5(A) regulations are limited to the categories of development standards the neighborhood would like to discuss amending and are shown on the previous page.

I understand that:

- I will have several opportunities to review and comment on the proposed Conservation District ordinance at post-application neighborhood meetings, public hearings, and by reply form;
- I will have the opportunity to speak at post-application neighborhood meetings and at all City Plan Commission and City Council public hearings. Additionally, reply forms will be mailed prior to the City Plan Commission and City Council public hearings so I may indicate my support or opposition to the amended Conservation District ordinance; and
- I may attend and show my support or opposition to the proposed amendments to the Conservation District ordinance at the City Plan Commission and City Council public hearings.

Property address	Owner name	Property owner signature	Printed name	Date
608 S WILLOMET AVE	MORA SEBASTIAN & CECILIA MORA			

Sustainable Development and Construction - 1500 Marilla Street, 5BN Dallas, TX 75201

Nearhood Committee will have to return the original petition form with wet signature of property owner



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



Proposed Conservation District Pre-Application Meeting No. 1

April 9, 2024

Staff Contacts:

Trevor Brown

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214-670-4193

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melissa.parent@dallas.gov

214-671-5070

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

