



Development Services

Service First Bulletin #102

SIDEWALK WAIVER APPLICATION PROCESS

PURPOSE

As a customer service initiative, the Development Services Department (DSD) created this Service First Bulletin insert #102 (SFB) to inform internal and external customers of the Sidewalk Waiver application process. Currently, all new residential and commercial developments are required to have street frontage sidewalks constructed before a new building can be occupied. This process will be effective Feb 15th, 2024.

SCOPE

Sidewalks play a critical role in the quality of life of our residents and are part of the City's overall mobility infrastructure. Sidewalks promote walking, and connectivity, and serve as safe accessible conduits. As such, the construction of sidewalks is required along all public and private streets during the permitting/development process unless waived by the DSD Director. Applicants who are seeking to eliminate the construction of a sidewalk must complete and submit a [Sidewalk Wavier Application](#) and Agreement. A Sidewalk Wavier Application may only be submitted in conjunction with a plat or building permit (new structure) application.

PROCESS

All Sidewalk Waiver applications are to be submitted to the permitting office. Once the submittal requirements are met and the \$208.00 fee has been paid, an inspection is performed within two (2) business days. Drainage/Paving/Traffic engineering staff will review the request within five (5) business days after the inspection has been performed. Applicants will receive an "Approval" or "Denial" confirmation from the Engineering staff with clear and specific reasons for any "Denial" responses. The Department will provide clear and specific reasons for all "Denial" responses.

Considerations and justification when requesting a sidewalk waiver are referenced in [Chapter 51A Dallas Development Code, Section 51A-8.606. Sidewalks](#), and may include the following:

- ❖ Sidewalk construction would cause drainage, safety, or other engineering issues that cannot be feasibly addressed as determined by the director.
- ❖ A City approved and funded sidewalk construction project is planned to begin within one year of the waiver application submittal.
- ❖ It is a mid-block lot and sidewalks do not exist on the adjacent lots and on more than 80 percent of the lots on the same block face.
- ❖ It is a corner lot, sidewalks do not exist on any of the mid-block lots on the same block face, and the lot is not located within one-quarter mile, as measured along street frontages, from a transit stop, school, park, playground, or other pedestrian accessible destination.

The applicant shall submit the following documents and information at the time of request for a waiver:

- ❖ Building permit application number (new structure)
- ❖ A nonrefundable application fee of \$208.00
- ❖ Justification, documentation, and other pertinent information to assist the Director in making a determination
- ❖ A completed Sidewalk Waiver Application and Checklist

SUMMARY

This Bulletin is intended for information purposes only, and the Department reserves the right to administer this process. The Building Official may modify or suspend this program based on staffing levels and business needs. If you have any questions or concerns related to this process, please feel free to email the Director at buildingofficial@dallas.gov.

Prepared by: Ana Ipina, Project Coordinator

Reviewed by: Mina Eskander, P.E., CFM, LEED AP BD+C, Assistant Director

Donald Dixson, Jr., CBO, AIA, RAS, Deputy Chief Building Official

Lael Badakhshan, Ph.D., Policy Administrator

Authorized by: Andrew Espinoza, CBO, MCP, CFM, CCEA, Chief Building Official, Director