

# Greenway Parks Conservation District Amendment Process

Pre-application Meeting No. 1  
January 22, 2018



# Purpose of This Meeting

- A neighborhood committee (10 property owners) submitted a request for pre-application meetings to begin (again) the process of potentially amending the Greenway Parks Conservation District.
  - Process was started but not completed in 2016.
- This meeting is the first of at least two pre-application meetings to talk about this potential amendment.
- The purpose of this meeting is to:
  - Inform property owners about the request, conservation districts, and the steps in the process
  - Discuss categories where regulations may be amended or added
- Note: The process for creating and amending conservation districts was amended in 2015 to encourage more property owner participation.



# Background

- In 2015 and 2016, a neighborhood committee began a first attempt to amend the CD.
  - April 2016 – first request for pre-application meeting
  - May 2016-July 2016 – pre-application meetings
  - July 2016-September 2016 – petitions drafted, discussed, and amended.
  - September 2016- petitions picked up, but ongoing discussions about changes
  - After September 2016 – process halted



# Process – Second Attempt

- Neighborhood committee submitted a new pre-application form (complete).
- City holds first pre-application meeting with property owners to discuss and establish a list of categories of development and architectural standards the property owners are interested in amending or adding to the conservation district (tonight). Focus is on broad categories.
- 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 – Second Attempt

- City holds additional pre-application meetings with property owners to develop and finalize categories of standards to amend and/or add.
  - These categories form the basis of an amendment 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 15 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.

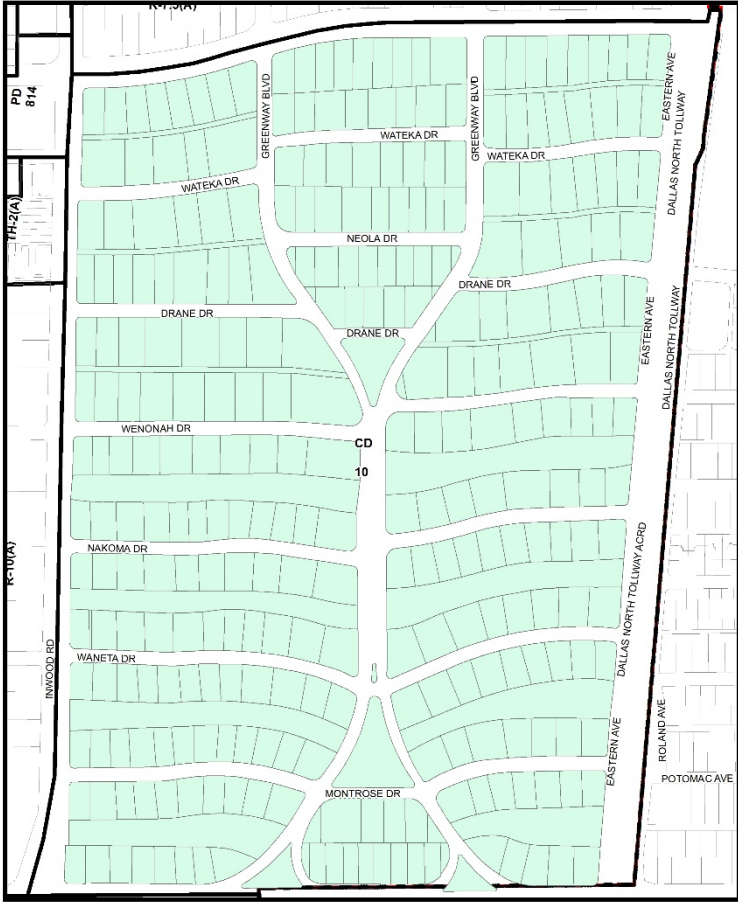


# Process

- 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



# Existing Greenway Parks CD Boundary



1:3,954

Greenway Parks CD

Printed Date: 1/16/2018



# Conservation Districts 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

**Bold font** – included in current regulations

\* And **Red font**– already discussed as potential item to be changed





# 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



# Petition Language

- Purpose of petition
  - Determine what the neighborhood wants to amend
  - 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 amend.
  - Only the elements in the petition may be amended.  
Example: if petition does not include fence material, then fence material cannot be amended.
- 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 amendments 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 amendments may include allowed height, percent of open surface area, location*



# Next Steps

- Neighborhood committee and property owners should meet to discuss proposed categories to amend.
- 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 15 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.



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