



# Development Services

"TOGETHER WE ARE BUILDING A SAFE AND UNITED DALLAS"

## APPLICATION/APEAL TO THE BOARD OF ADJUSTMENT

Case No.: BDA 234-145 FOR OFFICE USE ONLY

Data Relative to Subject Property: \_\_\_\_\_ Date: 11/1/24 FOR OFFICE USE ONLY

Location address: 4604 Hopkins Avenue Zoning District: PD-67, Tract 1

Lot No.: 23 Block No.: B/4993 Acreage: (.173) 7437.50 ~~8,175~~ -sf Census Tract: 48113007102

Street Frontage (in Feet): 1) 59.7' 2) \_\_\_\_\_ 3) \_\_\_\_\_ 4) \_\_\_\_\_ 5) \_\_\_\_\_

### To the Honorable Board of Adjustment:

Owner of Property (per Warranty Deed): Topletz Properties Partnership, LLC

Applicant: Rob Baldwin, Baldwin Associates Telephone: 214-824-7949

Mailing Address: 3904 Elm Street, Suite B - Dallas Zip Code: 75226

E-mail Address: rob@baldwinplanning.com michele@baldwinplanning.com

Represented by: Rob Baldwin, Baldwin Associates Telephone: 214-824-7949

Mailing Address: 3904 Elm Street, Suite B - Dallas Zip Code: 75226

E-mail Address: rob@baldwinplanning.com michele@baldwinplanning.com

Affirm that an appeal has been made for a Variance , or Special Exception , of The maximum height and maximum lot coverage requirements. We are seeking a height variance so Section 51P7.105(b)(3) (1)

is triggered at 31 feet; a height variance to allow a structure to be 31 feet tall and a maximum lot coverage of ~~49.87%~~ 50% rather than 40%.

Application is made to the Board of Adjustment, in accordance with the provisions of the Dallas Development Code, to Grant the described appeal for the following reason:

The structure was permitted and built with approved plans and permits issued by the city (Permit # 2212051150 / 2212131008 ). The variances

are warranted because the financial cost to come into compliance would exceed 50% of the value of the structure pursuant to Section 51A-3.102(B)(i) of the Dallas Development Code.

Note to Applicant: If the appeal requested in this application is granted by the Board of Adjustment, a permit must be applied for within 180 days of the date of the final action of the Board, unless the Board specifically grants a longer period.

### Affidavit

Before me the undersigned on this day personally appeared \_\_\_\_\_

(Affiant/Applicant's name printed)

who on (his/her) oath certifies that the above statements are true and correct to his/her best knowledge and that he/she is the owner/or principal/or authorized representative of the subject property

Respectfully submitted: Rob Baldwin  
(Affiant/Applicant's signature)

Subscribed and sworn to before me this 23 day of October, 2024

Michele Stoy  
Notary Public in and for Dallas County, Texas





CITY OF DALLAS

AFFIDAVIT

Appeal number: BDA 234-145

I, Topletz Properties Partnership, LLC, Owner of the subject property  
(Owner or "Grantee" of property as it appears on the Warranty Deed)

at: 4604 Hopkins Avenue  
(Address of property as stated on application)

Authorize: Rob Baldwin, Baldwin Associates  
(Applicant's name as stated on application)

To pursue an appeal to the City of Dallas Zoning Board of Adjustment for the following request(s)

- Variance (specify below)
- Special Exception (specify below)
- Other Appeal (specify below)

Specify: Variance to the maximum height and lot coverage

TOPLETZ PROPERTIES PARTNERSHIP, LLC

Dennis Topletz  
Print name of property owner or registered agent

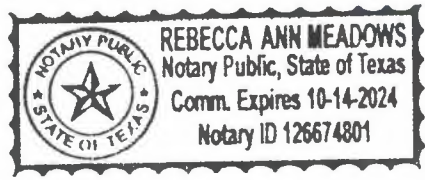
[Signature]  
Signature of property owner or registered agent

Date 9-26-24

Before me, the undersigned, on this day personally appeared Dennis Topletz

Who on his/her oath certifies that the above statements are true and correct to his/her best knowledge.

Subscribed and sworn to before me this 26 day of Sept, 2024



Rebecca Ann Meadows  
Notary Public for Dallas County, Texas

Commission expires on 10-14-24



CITY OF DALLAS

AFFIDAVIT

Appeal number: BDA \_\_\_\_\_

I, Topletz Properties Partnership, LLC, Owner of the subject property  
(Owner or "Grantee" of property as it appears on the Warranty Deed)

at: 4604 Hopkins Avenue  
(Address of property as stated on application)

Authorize: \_\_\_\_\_ Rob Baldwin, Baldwin Associates  
(Applicant's name as stated on application)

To pursue an appeal to the City of Dallas Zoning Board of Adjustment for the following request(s)

- Variance (specify below)
- \_\_\_\_\_ Special Exception (specify below)
- \_\_\_\_\_ Other Appeal (specify below)

Specify: Variance to the maximum height and lot coverage

TOPLETZ PROPERTIES PARTNERSHIP LLC

By: Deanna Topletz  
Print name of property owner or registered agent

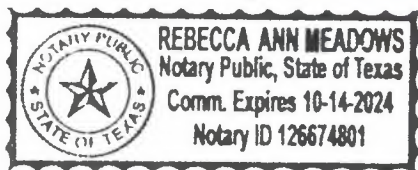
By: [Signature]  
Signature of property owner or registered agent

Date 9/26/24

Before me, the undersigned, on this day personally appeared Deanna Topletz

Who on his/her oath certifies that the above statements are true and correct to his/her best knowledge.

Subscribed and sworn to before me this 26 day of Sept, 2024



Rebecca Ann Meadows  
Notary Public for Dallas County, Texas

Commission expires on 10-14-24





CITY OF DALLAS

September 16, 2024

Mr. Tanner Rivera  
7219 Centenary Ave  
Dallas, TX 75225  
[tannerrivera1@yahoo.com](mailto:tannerrivera1@yahoo.com)

Via Email

**RE: Project / Permit # 2212051150 / 2212131008**

This letter serves as official notification that project 2212051150 and master permit 2212131008, for the construction of a new duplex at 4604 Hopkins Ave., Dallas, Texas 75209, were issued in error by the Planning and Development Department (PDV). You have **15-Days** to submit corrective application/s for the following violations or this permit/project will be revoked:

- Structure exceeds the maximum allowed lot coverage of 40 percent for the district per Dallas Development code [§ 51P-67.107\(c\)\(2\)](#).
- Structure exceeds the maximum allowed height for the district per Dallas Development Code [§ 51P-67.107\(c\)\(1\)](#).
- Non-compliant roof type per the design standards for Planned Development No. 67 per Dallas Development Code [§ 51P-67.107\(c\)\(3\)](#).

#### **Next Steps:**

Please reach out to Planning and Development to discuss any of the following options:

- **Option 1 – Submit an Addendum:** Revise and submit plans that comply with all [Planned Development No. 67](#) standards and conditions.
- **Option 2 – Submit Appeal/s Application to the Board of Adjustment:** The Board of Adjustment has the power and duty to hear and grant variances from front yard, side yard, rear yard, lot width, lot depth, lot coverage, floor area for structures accessory to single family uses, height, minimum sidewalks, off-street parking or off-street loading, or landscape violations as listed and provided for in [51A-3.102\(d\)\(10\)](#).
  - **Design Standard Limitation:** The Board of Adjustment does not have the authority to grant variances for design standards, such as roof type. Roof-related violations cannot be appealed for a variance through the Board.



CITY OF DALLAS

These can only be addressed by appealing the revocation of the permit through an Administrative Official appeal as provided in Section [51A-4.703\(a\)\(2\)](#).

Please note, these options are provided as a means toward potential compliance and are not intended to constitute legal advice. Please do not hesitate to reach out to Assistant Director (I) / Zoning Administrator, Jason Pool, should you have any questions or require additional information.

**If no action is taken within 15-days of the date on the letter, this permit/project will be revoked and referred to the City's Department of Code Compliance for enforcement.**

Permit/Project revocation is final unless appealed to the Board of Adjustment in accordance with Section [51A-4.703\(a\)\(2\)](#) of the Dallas City Code within 20 days after written notice of the above action.

Thank you for your prompt attention to this matter.

A handwritten signature in blue ink, appearing to be 'Jason Pool'.

Jason Pool  
Assistant Director (I) / Zoning Administrator  
214-948-4392  
[Jason.Pool@Dallas.gov](mailto:Jason.Pool@Dallas.gov)

c: Emily Lui, Director  
M. Samuel Eskander, Deputy Director/Building Official (I)  
Vernon Young, Deputy Director  
Michael Herron, Zoning Inspections Supervisor  
Jill Haning, Assistant City Attorney

Christopher Christian, Director  
Jeremy Reed, Assistant Director  
Alfred Beecham, Manager  
Stormy Gonzalez, Manager  
Charlotta Riley, Assistant City Attorney

1007 Hopkins



	City Limits		Pearl's Branch PFP		SUP
	Highways		X Protected by Levee		D
	Ramps and Access Roads		Parks		D-1
<b>Flood Zone</b>					CP
	100 Year Flood Zone		Parking Management Overlay		SP
	East Pearl's Branch		Shopfront Overlay		MD Overlay
	East Pearl's Branch PFP		Base Zoning		Historic Subdistricts
	Floodway		PD 193 Gas Line		Historic Overlay
	Mill Creek		Dallas Environmental Corridor		CO Subdistricts
	Mill Creek PFP		DOO Overlay		PO Subdistricts
	Pearl's Branch		Deed Restrictions		POS Subdistricts
					NSO Subdistricts

1:2,400

UNIVERSITY BLVD PD 67 (Tract 2)

Case ID:  
Printed: 9/17/2024



**FLOOR PLAN NOTES**

- GENERAL NOTES:**
1. PLANS ARE DESIGNED TO 2015 INTERNATIONAL BUILDING CODES. CONTRACTOR TO VERIFY PLANS CONFORM TO LOCAL BUILDING STANDARDS PRIOR TO CONSTRUCTION.
  2. CONTRACTOR SHALL COORDINATE INSTALLATION OF APPLIANCES AND FIXTURES WITH SUB-CONTRACTOR TRADES BASED ON OWNER SELECTIONS. INSTALL ALL FIXTURES AND APPLIANCES PER MANUFACTURER'S RECOMMENDATIONS. CONTACT ARCHITECT PRIOR TO INSTALLATION IF OWNER SUBSTITUTIONS AFFECT DESIGN.
  3. INSTALL IN-WALL BLOCKING AS REQUIRED FOR ALL FIXTURES, APPLIANCES AND ACCESSORIES AS REQUIRED TO SUPPORT SAID ITEMS.
  4. LANDSCAPE DESIGN AND SITE WORK BY OTHERS.

**FINISH NOTES:**

1. ALL INTERIOR CEILINGS AND WALLS SHALL BE PAINTED GYPSUM BOARD UNLESS NOTED OTHERWISE.
- ALL INTERIOR WALLS SHALL BE 1/2" GYPSUM BOARD AND INTERIOR CEILING SHALL BE 5/8" GYPSUM BOARD UNLESS NOTED OTHERWISE.

**WALL AND PARTITION NOTES:**

1. INSTALL REQUIRED LAYERS OF 40# FELT OR HOUSEWRAP TYPICAL OVER ALL EXTERIOR SHEATHING.
2. ALL EXTERIOR WALLS ARE 2x6's UNLESS NOTED OTHERWISE.
3. ALL INTERIOR PARTITIONS ARE 2x4's, TYPE A, EXCEPT FOR WALLS WITH PLUMBING AND WALLS FOR POCKET DOORS. PARTITIONS WITH PLUMBING AND WALL FOR POCKET DOORS ARE 2x6's TYPE B.
4. INSTALL THERMAL INSULATION IN ALL WALLS AND CEILINGS ADJACENT TO CONDITIONED INTERIOR SPACES.
5. INSTALL THERMAL INSULATION IN ALL INTERIOR REQUIRING ACOUSTICAL PRIVACY.
6. INSTALL FIBER CEMENT BACKER BOARD IN ALL INTERIOR WET WALLS, TYPE D AND E AND CEILINGS.

**DIMENSION NOTES:**

1. ALL EXTERIOR DIMENSIONS ARE TO FACE OF MATERIAL UNLESS NOTED OTHERWISE.
2. ALL INTERIOR DIMENSIONS ARE TO FACE OF STUD NOTED OTHERWISE.

**PARTITION TYPE NOTES:**

1. PARTITIONS ARE TO BOTTOM OF DECK UNLESS NOTED OTHERWISE.
2. FILL ALL VOIDS BETWEEN STUDS AND SOUND BATT INSULATION AND CAULK WITH ACOUSTICAL SEALANT AT TOP AND BOTTOM OF EACH LAYER OF DRYWALL AND ALL PENETRATIONS FOR LOCATIONS NEEDING ACOUSTICAL PRIVACY.
3. ALL GYPSUM BOARD WALL TO BE PAINTED FLAT. COLOR TO BE DETERMINED BY CLIENT.

**LIGHTING AND ELECTRICAL NOTES:**

1. CONTRACTOR TO COORDINATE LIGHT SWITCH LOCATIONS WITH OWNER.
2. IN THE EVENT LIGHT FIXTURE/CEILING MOUNTED ITEM LOCATIONS IN CONFLICT WITH TRUSS LOCATIONS, LOCATE SAID FIXTURE 5" RING AS NEAR AS POSSIBLE TO FINISHED LOCATION.
3. ALL SWITCH DIMMERS TO BE WHITE.
4. CONTRACTOR TO COORDINATE OUTLET LOCATIONS WITH OWNER AND LOCAL CODE REQUIREMENTS CONTRACTOR TO COORDINATE ALL DATA, TV, AV, ETC LOCATIONS WITH OWNER AND LOCAL CODE REQUIREMENTS.
5. CONTRACTOR TO COORDINATE OUTLET REQUIREMENTS AND LOCATIONS WITH FINAL APPLIANCE SELECTION SPECIFICATIONS.

NOTICE: CHECK FOR PRIVATE DEED RESTRICTIONS AT COUNTY OFFICE.

UTILITY EASEMENT MUST REMAIN OPEN AND UNOBTSTRUCTED. NO ENCROACHMENTS PERMITTED.

WATER SHALL NOT BE REDIRECTED TO DRAIN ONTO ADJOINING PRIVATE PROPERTY.

FENCE/GATES/RETAINING WALL REQUIRE SEPARATE PERMIT.

SMOKE DETECTORS REQUIRED IMMEDIATELY OUTSIDE ALL SLEEPING AREAS AND AT ALL FLOOR LEVELS.

SILT FENCE REQUIRED FOR EROSION CONTROL.

A PERMIT IS BEING ISSUED FOR WATER/WASTEWATER UTILITIES. YOU ARE RESPONSIBLE TO VERIFY THAT UTILITIES ARE AVAILABLE FOR THIS PROPERTY. IF UTILITIES ARE NOT AVAILABLE FOR THIS SITE, THE CITY OF DALLAS IS NOT RESPONSIBLE.

WATER METER BOX MAY NOT BE PLACED ON DRIVEWAY NOR DRIVE APPROACH.

KEEP 20FT X 20FT SOFT VISIBILITY TRIANGLES CLEAR.

LOTS OF 4,000 SQFT TO 7,499 SQFT IN AREA REQUIRE A MINIMUM OF TWO (2) LARGE OR MEDIUM TREES. MUST HAVE A MINIMUM OF ONE (1) TREE IN THE FRONT YARD. AN EXISTING TREE MAY BE USED FOR THE TREE REQUIREMENT. CONTACT THE CITY ARBORIST FOR CONFIRMATION.

ANY WALLS, OPENINGS OR PROJECTIONS WITHIN 5 FT OF THE PROPERTY LINE MUST MEET THE FIRE-RESISTANT CONSTRUCTION REQUIREMENTS OF TABLES R302.1(1) OR R302.1(2).

**DALLAS GREEN BUILDING PROGRAM NOTES - NEW CONSTRUCTION**

All new construction to comply with Phase-2 of the City of Dallas Prescriptive Checklist.

**Storm Water:**

- 70% of the non-roof area to have vegetative landscaping or permeable paving.

**Water Usage:**

- Utilize drip irrigation in all planting beds.
- Must comply with 3 of the following 5 categories:
  - Lavatory faucets to have a flow rate of 2.0 GPM max.
  - Shower heads to have a flow rate of 2.0 GPM max.
  - Toilets to have an average flush rate of 1.3 GPF max.
  - Dishwasher to be Energy Star labeled and use 6 gal. Max per cycle.
  - Clothes washers to be Energy Star labeled and have a modified energy factor of 2.0 min. and water factor of 5 max.

**Energy Efficiency:**

- The house must achieve energy efficiency 15% better than the Dallas Energy Conservation Code using the IC3 calculator.

**Heat Island Mitigation:**

- Roofing materials shall be Energy Star qualified with a light reflectance value of >= 0.25. A properly installed radiant barrier or a foam encapsulated attic is an acceptable alternative.

**Indoor Air Quality:**

- HVAC and duct work to be located outside of the fire rated garage envelope.
- Minimize pollutants in conditioned space above garage:
  - Penetrations sealed.
  - Floor and ceiling joist bays sealed.
  - Painted walls and ceiling of conditioned space.
- Minimize pollutants in conditioned space adjacent to garage:
  - Penetrations sealed.
  - Doors weatherstripped.
  - Cracks in wall base sealed.
- Air filters to be MERV 8 min.
- Air handler(s) to be properly sized by the mechanical contractor.
- Air filter housing to be airtight.

**GENERAL NOTES TO CONTRACTOR:**

1. DO NOT SCALE DRAWINGS.
2. CONTACT ARCHITECT WITH QUESTIONS PRIOR TO COMMENCING THAT PORTION OF THE JOB.
3. ALL CONSTRUCTION TO CONFORM TO CITY OF DALLAS AND IRC 2015 BUILDING CODE.

DA)  
F-25'  
S-5'  
R-5'  
HT-36'  
LOT COV-60%  
P-4

THESE PLANS HAVE BEEN REVIEWED BY THE BUILDING INSPECTION DIVISION AND ARE APPROVED FOR THE START OF CONSTRUCTION. ANY DEVIATION FROM THESE PLANS SHALL BE APPROVED BY THE BUILDING OFFICIAL.

ZO DATE: 12/21/2022  
By: Edmon Lachica

THIS APPROVAL DOES NOT PERMIT THE VIOLATION OF ANY CITY ORDINANCE OR STATE LAW.

**MATERIALS**

ARTISAN HARDIE BOARD SIDING:  
INSTALL PER MANUFACTURERS RECOMMENDATIONS

**STUCCO:**

3/4" PORTLAND CEMENT INTEGRAL COLOR PLASTER WITH ELASTOMERIC TOP COAT (3-PART SYSTEM) INSTALLED OVER METAL LATH. INSTALL FRY REGLET "V" STYLE CONTROL JOINTS AS INDICATED ON EXTERIOR ELEVATIONS. FINISH SHALL BE SMOOTH TROWELED TOP COAT.

**BRICK VENEER:**

STANDARD SIZE BRICK. SPECIES SHALL BE SELECTED BY OWNER. PROVIDE WATERPROOFING AROUND ALL BRICK TIES TO ENSURE SUB-SHEATHING IS WATERPROOF. PROVIDE THROUGH WALL FLASHING AT THE BASE OF ALL BRICK. PROVIDE STEEL LINTELS TO CARRY WEIGHT OF BRICK ABOVE ALL OPENINGS ALONG WITH THROUGH WALL FLASHING. PROVIDE GALV. BRICK TIES AT 24" O.C. PROVIDE WEEPS AT 24" O.C. MORTAR COLOR TO BE SELECTED BY OWNER.

**EXTERIOR WOOD SIDING**

RECOMMENDED SPECIES: IPE (FINAL SELECTION BY OWNER) INSTALLATION 1 X 4 SH-PLAP BOARDS CLEAR SEALED SATIN FINISH.

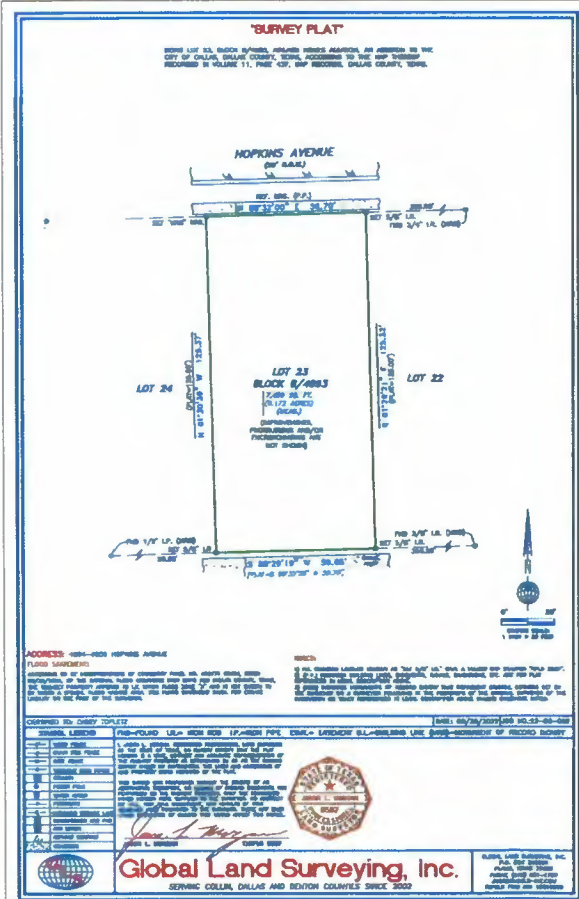
**ASPHALT SHINGLE ROOF:**

INSTALL WITH 4" SIDE LAP AND 2" TOP LAP. INSTALL UNDERLAYMENT 6" ON BOTH SIDES OF HIPS AND RIDGES. DROP EDGES SHALL BE CORROSION RESISTANT METAL AND APPLIED OVER UNDERLAYMENT ALONG RAKE AND DIRECTLY TO THE ROOF DECK LONG THE EAVE. PROVIDE RIDGE VENTS AT ALL ROOF RIDGES.

**STANDING SEAM METAL ROOF:**

INSTALL PER MANUFACTURERS RECOMMENDATIONS

**FLOOR PLAN NOTES 01**



**SURVEY (BY OTHERS) 02**

SHEET LIST	
A1.0	COVER SHEET
A1.1	FIRST FLOOR PLAN
A2.2	SECOND FLOOR PLAN
A1.3	ROOF PLAN
A2.0	EXTERIOR ELEVATIONS
A2.1	EXTERIOR ELEVATIONS
A3.0	BUILDING SECTIONS
A4.0	WALL SECTIONS
A5.0	SCHEDULES
E1.0	FIRST FLOOR ELECTRICAL PLAN
E1.1	SECOND FLOOR ELECTRICAL PLAN

**LEGAL DESCRIPTION:**

4604 AND 4606 HOPKINS AVE, LOT 23  
BLOCK B/4993  
DALLAS COUNTY, TEXAS

**AREA CALCULATIONS:**

LEVEL 1	2,174.04 S.F.
LEVEL 2	3,278.56 S.F.
GARAGE	1,086.42 S.F.
PORCHES	448 S.F.
TOTAL	5,452.60 S.F.

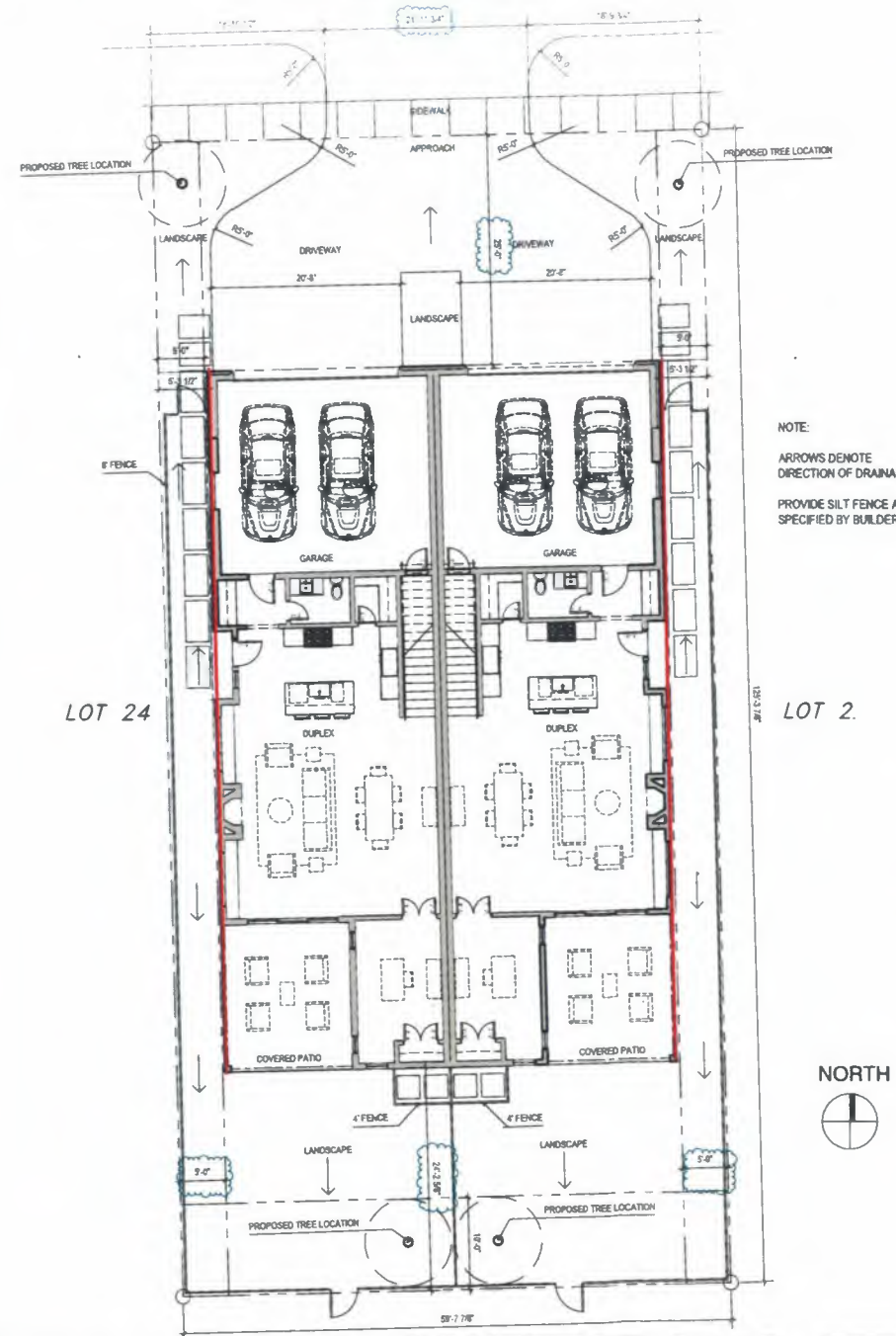
**LOT COVERAGE:**

ALLOWABLE BUILDING FOOTPRINT: 4,488 S.F. (80%)  
FRONT SETBACK: 3,708.47 S.F. (49.57%)  
ALLOWABLE 25'-0" SIDE/REAR SETBACK: 1'-0" TO 10'-0"

CONDITIONED SPACE: APPROVED  
NON-CONDITIONED SPACE: APPROVED  
NON-CONDITIONED SPACE: APPROVED



**HOPKINS AVE.**



NOTE:  
ARROWS DENOTE DIRECTION OF DRAINAGE  
PROVIDE SILT FENCE AS SPECIFIED BY BUILDER

**SITE PLAN 1/8" = 1'-0" 03**



PURVA DESIGN STUDIO  
PHOTO: TAYLOR KIMBLE  
PROJECT: 12/21/2022

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A NEW DUPLEX FOR:  
TANNER HOMES  
4604 AND 4606 HOPKINS AVE.  
DALLAS, TX 75209



ISSUE LOG	DATE	DESCRIPTION
	11-21-2022	CONSTRUCTION SET

PROJECT NO:  
2410  
SHEET NO:  
A1.0



MAX HEIGHT NOT TO EXCEED 36'



NOTE:  
 ALL 1<sup>ST</sup> FLOOR HEADERS ARE 6\"/>



ASSUMED LEVEL GRADE

SOUTH ELEVATION 1/4\"/>

ALL CONSTRUCTION SHALL CONFORM TO THE 2015 IRC, IBC, ASHRAE ONE AND TWO-FAMILY DWELLING CODE

SUBJECT TO FIELD INSPECTOR'S APPROVAL

NOTE: Every effort has been made to identify code violations. Any oversight by the reviewer shall not be considered as authority to violate, not amend, cancel or alter applicable codes or ordinances. The plan review and permit issuance shall not be considered a warranty or guarantee. The designer is responsible for following all applicable federal, state and municipal codes and ordinances.



WEST ELEVATION 1/4\"/>



PURVA DESIGN STUDIO

Phone: 214.758.8755  
 Email: info@purvadesign.com  
 Website: www.purvadesign.com

A NEW DUPLEX FOR:  
**TANNER HOMES**  
 4604 AND 4606 HOPKINS AVE.  
 DALLAS, TX 75209



ISSUE LOG	DATE	DESCRIPTION
	11.21.2022	CONSTRUCTION SET

PROJECT NO:  
**2410**

SHEET NO:  
**A2.0**