

Record Summary for Board of Adjustments

Record

Record #	Status	Opened Date
BOA-25-000095	In Review	12/08/2025

Application Name

Detailed Description

The property owners of 5012 Brookview, Dallas, Texas 75220 are in the process of building a new single family residence for themselves. They are requesting a variance to allow for the construction of a detached living quarter's for Mr. Creason's mother. This property will never be used as a rental property or for any income generating purpose.

Assigned To Department **Assigned to Staff**

Record Type

Board of Adjustments

Custom Fields

INTERNAL USE ONLY

Source of Request	Self
Fee Waiver Granted	-
Number of Parking Spaces	-
Lot Acreage	1.091

PDOX INFORMATION

PDox Number	-
-------------	---

PROPERTY INFORMATION

Existing Zoning	R-1/2ac(A)
Lot Number	8 and 9
Lot Size (Acres)	1.091
Block Number	12/5585
Lot Size (Sq. Ft)	47523
How many streets abut the property?	1
Land Use	Residential
Is the property platted?	Yes
Status of Project	Under Construction
Status of Property	Owner Occupied
Previous Board of Adjustment case filed on this property	No
Accommodation for someone with disabilities	Yes
File Date	-
Seleccione si necesitara un interprete	-
Case Number	-
Are you applying for a fee waiver?	No

Have the standards for variance and or special exception been discussed?	Yes
Has the Notification Sign Acknowledgement Form been discussed?	Yes
Referred by	Not applicable

Custom Lists

Board of Adjustment Request

1	Type of Request	Special Exception
	Request Description	Additional dwelling unit-not for rent
	Application Type	Single Family/Duplex Variance or Special Exception
	Affirm that an appeal has been made for	Variance to allow for the construction of a detached living quarter's for the property owners mother. T
	Application is made to BOA to grant the described appeal	Provide private, safe space for property owners mother to reside.

Case Information

1	Full Request	Additional dwelling unit, not for rent
	Brief Request	Additional dwelling unit, not for rent
	Zoning Requirements	Additional dwelling unit, not for rent
	Relevant History	none
	BOA History	No
	BOA History Details	NA

GIS Information

1	Census Tract Number	8.47
	Council District	13-Gay Donnell Willis

Street Frontage Information

1	Street Frontage	Front
	Linear Feet (Sq. Ft)	150

Contact Information

Name	Organization Name	Contact Type	Phone
John Colby Craig Email: j_colbycraig@yahoo.com	Created by CASON, LLC	Applicant	9729487888

Name	Organization Name	Contact Type	Phone
Matthew Creason Email: matt@creasonco.com		Property Owner	4698186488

Name	Organization Name	Contact Type	Phone
Amanda Ochoa Email: matt@creasonco.com		Property Owner	2602241863

Address

5012 BROOKVIEW DR, Dallas, TX 75220

Parcel Information

Parcel No:	Land Value	Legal Description	Book	Page	Lot	Block	Subdivision
0000042097300000 0							

Owner Information

Primary	Owner Name	Owner Address	Owner Phone
Y			

Status History

Status	Comment	Assigned Name	Status Date
In Review		Diana Barkume	12/10/2025
Application About to Expire	Updated via: BATCH_BUILDING_ABOUT_TO_EXPIRE	Accela Administrator	12/23/2025
In Review		Diana Barkume	12/23/2025
In Review		Diana Barkume	12/23/2025
Payment Due		Diana Barkume	12/24/2025
In Review	Updated By Script	Accela Administrator	12/26/2025



Planning & Development Department

320 E Jefferson Blvd,
Dallas TX 75203
(214) 948-4480

Board of Adjustment:
1500 Marilla Street, 5CN
Dallas Tx75201
(214) 948-4480

AFFIDAVIT

Appeal number: _____

I, Matthew F creason, Owner of the subject property
(Owner or "Grantee" of property as it appears on the Warranty Deed)

5012 Brookview Dr Dallas Texas
at: _____
(Address of property as stated on application)

Authorize: John Colby Craig
(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: Additional Dwelling Unit approval Not for rent, special exception

Matthew f creason

Print name of property owner or registered agent

7/10/2025

Date _____

Signature of property owner or registered agent

Before me, the undersigned, on this day personally appeared Matthew F creason

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 7 day of

July 25
20 _____

Notary Public for Dallas County,
Texas

Commission expires on _____



City of Dallas

Planning & Development Department

320 E Jefferson Blvd,
Dallas TX 75203
(214) 948-4480

Board of Adjustment:
1500 Marilla Street, 5CN
Dallas Tx75201
(214) 948-4480

APPLICATION/APPEAL TO THE BOARD OF ADJUSTMENT

OFFICE USE ONLY

Case no. _____
Date _____

Data Relative to Subject Property:

Location address: 5012 Brookview Drive Zoning District: R-1 ac
859 215583 0910 Lot No.: Block No. Acreage: Census Tract: 9.47

Street Frontage (in Ft.): 1) _____ 2) _____ 3) _____ 4) _____ 5) _____

To the Honorable Board of Adjustment:

Owner of Property (per Warranty Deed): Matthew F Craven & Amanda Jchoa

Applicant: Colby Craig Telephone: 972 948-7888

Mailing Address: 7423 Greenbrier Dr Zip Code: 75225

E-mail Address: colby@colbycraig.homes.com

Represented by: _____ Telephone: _____

Mailing Address: _____ Zip Code: _____

E-mail Address: _____

Affirm that an appeal has been made for a Variance or Special Exception, of:

Not for rent

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:

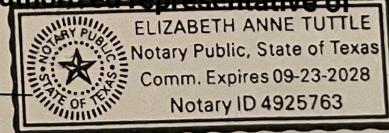
Note to Applicant: If the appeal requested in this application is granted by the Board of Adjustment, a permit must be applied for within 180 days of the date of the final action of the Board, unless the Board specifically grants a longer period.

Affidavit

Before me, the undersigned on this day personally appeared John Colby Craig (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:

(Affiant/ Applicant's signature)



Subscribed and sworn to before me this 28 day of October, 2025

Notary Public in and for Dallas County, Texas

Together we are planning and building a better Dallas for all!

4/30/2025



City of Dallas

Planning & Development Department

320 E Jefferson Blvd,
Dallas TX 75203
(214) 948-4480

Board of Adjustment:
1500 Marilla Street, 5CN
Dallas Tx75201
(214) 948-4480

AFFIDAVIT

Appeal number: _____

I, Amanda Ochoa, Owner of the subject property
(Owner or "Grantee" of property as it appears on the Warranty Deed)

at: 5012 Brookview Dr Dallas Texas
(Address of property as stated on application)

Authorize: John Colby Craig
(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: Additional Dwelling Unit approval
Not for rent, special exception

Amanda ochoa

Print name of property owner or registered agent

7/10/2025

Date _____

Signature of property owner or registered agent

Before me, the undersigned, on this day personally appeared Amanda Ochoa

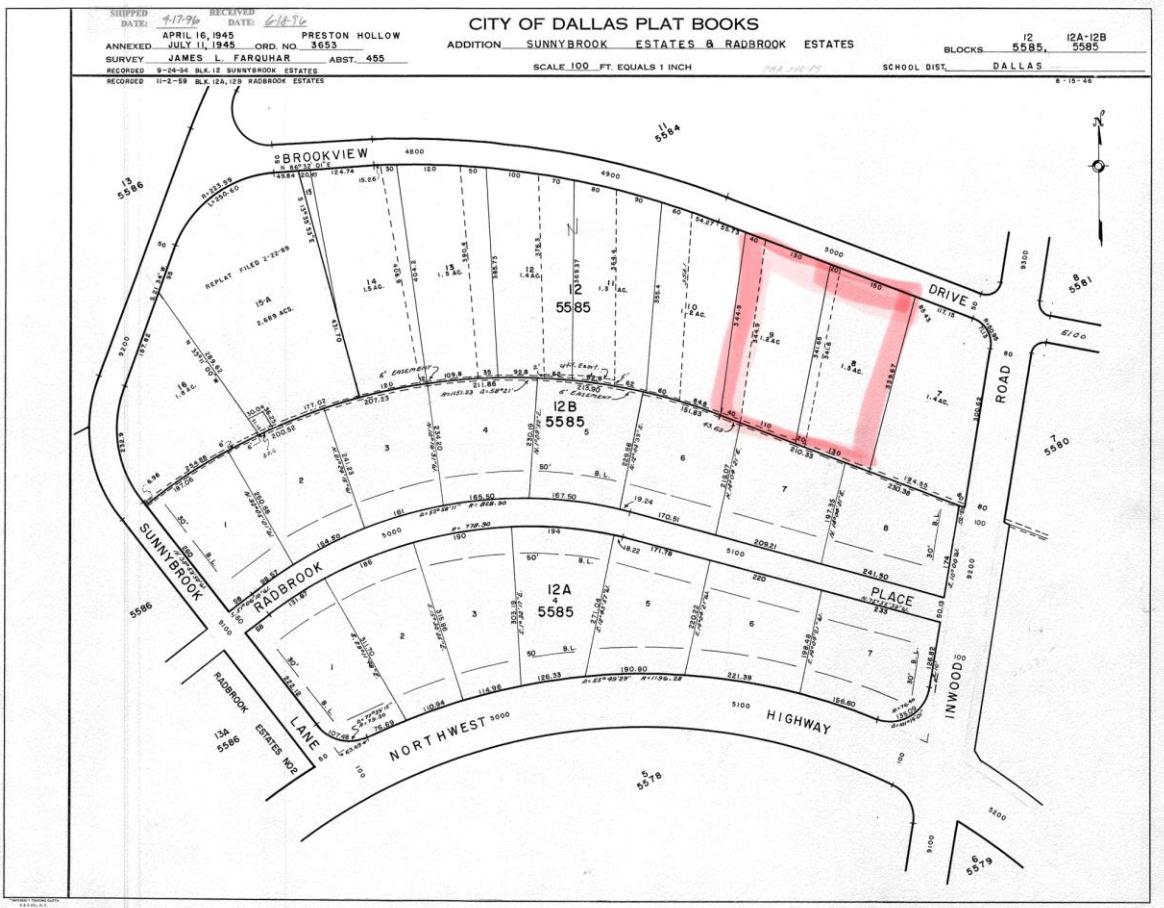
Who on his/her oath certifies that the above statements are true and correct to his/her

best knowledge. Subscribed and sworn to before me this 7 day of

July 25
, 2020

Notary Public for Dallas County,
Texas

Commission expires on _____



MATT AND AMANDA CREASON
DALLAS, TEXAS

A NEW RESIDENCE FOR:

RICHARD DRUMMOND DAVIS
A R C H I T E C T

2124 Paragon Street, Suite 400 Dallas, Texas 75207 214-521-4963



Date

01-15-2024

Job Address

5012 BROOKVIEW

Drawn by

N.G.

Checked by

R.D.D.

Sheet Number

1

A1.1

Dallas Green Building Program Notes - New Construction
All new construction to comply with the City of Dallas Prescriptive Checklist (rev. 03/10/2014).

ZONING RESTRICTIONS

1. Construction: Comply with applicable building codes and related regulations.
2. Building, conditions and constraints in drawings or ambiguities between drawings and site construction conditions to attention of the Architect.
3. Notify Architect in event of discrepancies in contract documents.
4. Mechanical and landscape drawings by others, to be submitted to Architect for review and approval.
5. Final grading for drainage of site area from the building and off of the site shall be the responsibility of the owner, owner's general contractor and architect.
6. Verify window glazing options with Architect and Owner. All windows to be operable unless noted otherwise by the following distinctions: (a) glass to be replaced by existing glass to be the responsibility of the Contractor and the window distributor. Special hardware may be required on narrow egress windows.
7. Contractors to submit shop drawings of the following prior to fabrication:
 - a. mesh supply return & location of registers
 - b. windows
 - c. decorative forged iron (rolling stair rail, etc.)
 - d. cabinetry
 - e. millwork
 - f. cut and cut stone
 - g. interior and exterior doors
8. Location of HVAC units and water heaters, determined by others.
9. HVAC and duct work to be located outside of the fire rated garage envelope.
10. Minimize pollutants in conditioned space above garage.
11. Penetrations sealed.
12. Doors weatherstripped.
13. Air filters to be MERV 8 minimum.
14. Air handler(s) to be sized to maintain pressure and airflow.
15. Air filter housing to be airtight.

PROPERTY ADDRESS
5012 BROOKVIEW DRIVE
DALLAS, TEXAS

ZONING RESTRICTIONS

FRONT YARD SETBACK	10'-0"
SIDE YARD SETBACK	10'-0"
REAR YARD SETBACK	10'-0"
MAXIMUM BUILDING HEIGHT	36'-0"

LOT COVERAGE

LOT AREA	4735 SQ. FT.
40% ALLOWABLE	19,000 SQ. FT.
PROPOSED COVERAGE	18,666 SQ. FT.

LEGAL DESCRIPTION

Being a lot, tract or parcel of land situated in the James L. Ferguson Survey, Abstract No. 489, City of Dallas, Texas, Section 10, Block 12, Lot 1, a portion of Lots 8 and 9, Block 12, Radbrook Estates, an addition to the City of Dallas, Dallas County, Texas, Section 10, Block 12, Lot 1, as recorded in Volume 5, Page 3, Map Records, Dallas County, Texas.

SQUARE FOOTAGE CALCULATIONS

1ST FLOOR A/C	5,010 SQ. FT.
2ND FLOOR A/C	4,412 SQ. FT.
BASMENT A/C	1,929 SQ. FT.
CLOSETS, BATHROOMS, BALCONIES, ETC.	1,191 SQ. FT.
GARAGE & STORAGE	4,011 SQ. FT.

IN-LAW SUITE A/C

981 SQ. FT.

IN-LAW SUITE COVERED PORCH

233 SQ. FT.

IN-LAW SUITE GARAGE

380 SQ. FT.

TOTAL A/C

16,191 SQ. FT.

TOTAL COVERED:

26,070 SQ. FT.

