

# CD No. 12 Belmont Addition Conservation District Pre-Application Meeting No. 1

March 20, 2019



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# Purpose of This Meeting

- On January 10, 2019, a neighborhood committee (10 property owners) submitted a request for pre-application meetings to begin the process of potentially amending regulations for CD No. 12, the Belmont Addition Conservation District
- This meeting is the first of at least two pre-application meetings to discuss potential amendments to CD No. 12.



# Purpose of This Meeting

- The process for creating and amending conservation districts was amended in 2015 to:
  - Ensure communication and
  - Encourage participation from all property owners within the Conservation District
  - Neighborhood driven process



# Purpose of This Meeting

- The purpose of this meeting is to:
  - Inform property owners about the process to amend a conservation district
  - Discuss and establish a general list of development and architectural standards the neighborhood would like to amend

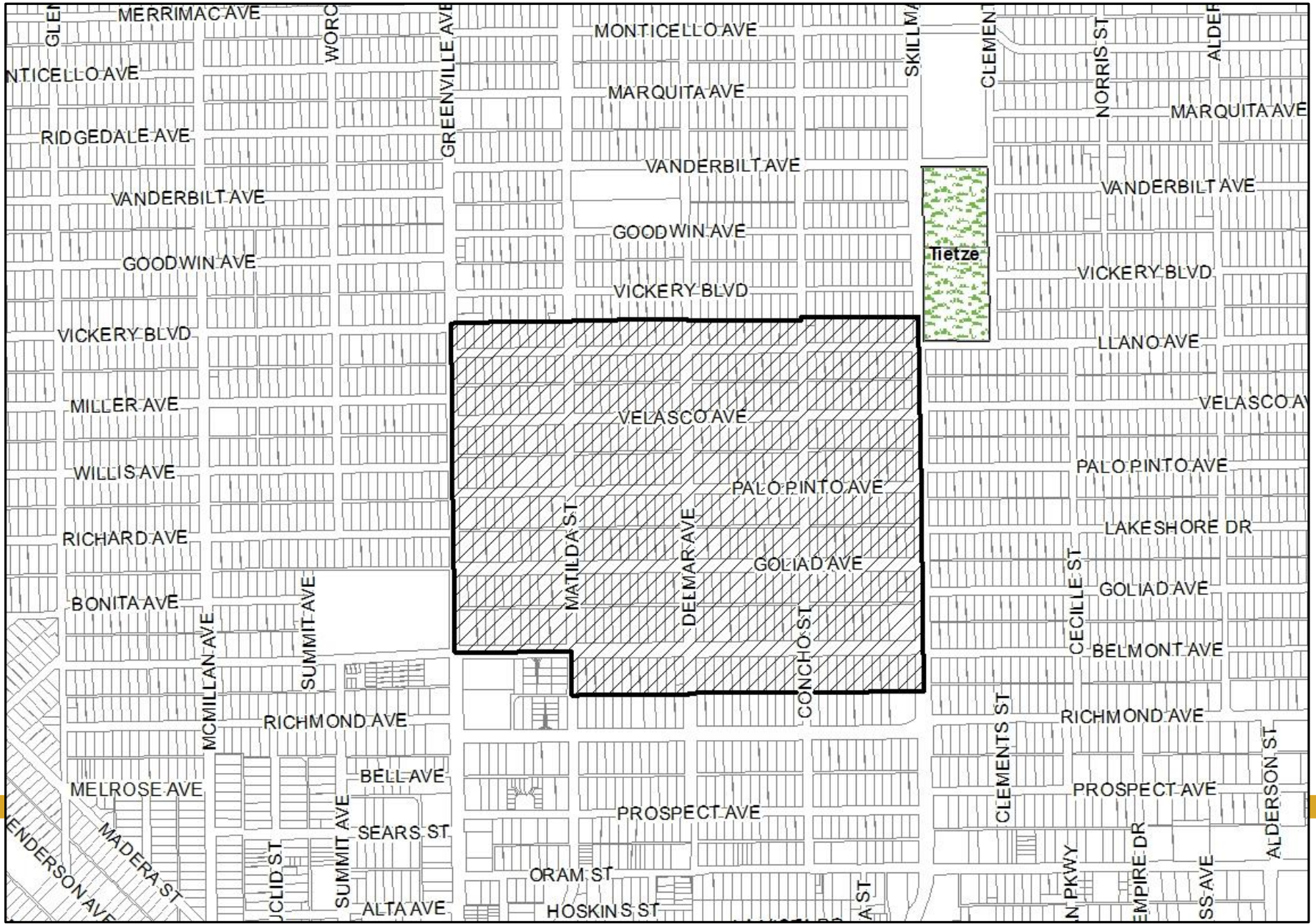


# CD No. 12 Background

- Adopted by City Council on March 24, 2004
- Established to conserve the Belmont Addition neighborhood and to protect and enhance significant architectural and physical attributes



# CD No. 12 Boundaries



# Amendments to CD No. 12

- January 12, 2005 – City Council approved a correction ordinance for Exhibit C – Front Yard Setback Block Averages
- January 9, 2019 – City Council approved an amendment to the density requirements and allowed accessory dwelling units
  - March 7, 2019 – City Plan Commission authorized a hearing to consider amendments for driveway access



# Process for amending a CD

- Neighborhood committee submitted a pre-application form.
- City holds 1<sup>st</sup> of at least two pre-application meetings 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. Focus is on broad categories.





# Process for amending a CD

- The neighborhood committee meets with property owners to ensure awareness of the process and active participation throughout the neighborhood.
- Neighborhood committee and property owners convey additional comments on categories and elements to staff throughout the process.



# Process for amending a CD

- City holds additional pre-application meetings with all 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 the petition language with input received from the neighborhood committee and property owners at the pre-application meetings.



# Process for amending a CD

- The City provides neighborhood committee with petitions within 14 days after the last pre-application meeting.
  - Neighborhood committee will have 15 months to obtain the necessary percentage of signatures.
  - Signed petitions in support of amending the CD must comprise of 58% of the land or 58% of the lots in the existing CD.
- Staff verifies the signatures and petitions.



# Petition Language

- Purpose of petition:
  - Determine the broad categories the neighborhood may want to amend.
- If the petition requirements are met, *then* the city and the neighborhood begin to talk through the details of what the neighborhood would like to amend.



# 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 Greenville Avenue to 10 feet.*
  - Just right: *Fences - proposed regulations may include allowable fence height and location.*



# Process for amending a CD

- Neighborhood committee distributes, collects, and submits completed petitions for City staff to verify.
- Once petitions are verified, neighborhood committee can submit an application with appropriate fees, if necessary.
  - Fee waived if petitions are signed by a minimum of 75% of property owners
- After application is submitted and verified, City staff will schedule neighborhood meetings for the post-application process.



# Process for amending a CD

- Post-application process:
- The City schedules neighborhood meetings to develop 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



# Process for amending a CD

- At the conclusion of the post-application meetings, City prepares ordinance
- City holds additional neighborhood meeting to review draft language
- City Plan Commission public hearing and recommendation
- City Council public hearing and decision





# CD No. 12 Regulations:

- Development Standards:
  - Use
  - Accessory uses
  - Setbacks
  - Density
  - Floor area ratio
  - Height
  - Lot coverage
  - Lot size
  - Stories
  - Off-street parking
  - Landscaping
  - Accessory structures
  - Drainage
  - Driveways and curbing
  - Fences
  - Front facades
  - Foundations
  - Porches
  - Retaining walls
  - Roofing materials
  - Slope
  - Steps
  - Walkways
  - Windows



# CD No. 12 Regulations:

- Architectural standards:
  - New Construction
  - Remodeling
  - Architectural styles
    - Colonial Revival, Craftsman, Prairie, and Tudor
  - Architectural features
  - Front porches
  - Materials
  - Roofs
  - Windows



# Next Steps

- Neighborhood committee and property owners should meet to discuss proposed categories to amend.
- The City will schedule at least one more pre-application meeting (more if necessary) to confirm broad categories which will be listed on the petitions.



# Questions?



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