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City of Dallas

*1500 Marilla Street
Council Briefing, 6th Floor ES
Dallas, Texas 75201*



BOARD OF ADJUSTMENT

PANEL C

December 15, 2025

Briefing: 10:30 AM

Public Hearing: 1:00 PM



CITY OF DALLAS
BOARD OF ADJUSTMENT – PANEL C
MONDAY, DECEMBER 15, 2025
AGENDA

BRIEFINGS: **Videoconference/6ES Council Briefing Room*** **10:30 a.m.**

(The Board of Adjustment may be briefed on any item on the agenda if it becomes necessary.)

PUBLIC HEARINGS: **Videoconference/6ES Council Briefing Room*** **1:00 p.m.**
Public hearings will not be heard before 1:00 p.m.

PURPOSE: To consider the attached agendas.

*** All meeting rooms and chambers are located in Dallas City Hall, 1500 Marilla, Dallas, Texas**

The Board of Adjustment meeting will be held by videoconference and in the Council Briefing Room, 6th Floor ES at City Hall. Individuals who wish to listen to the meeting, may participate by video by joining Cisco Webex Link: <https://bit.ly/boa1215> or by calling the following phone number: **Webinar number:** (Webinar 2488 975 8197) password: dallas (325527 from phones)) and by **phone:** +1-469-210-7159 United States Toll (Dallas) or +1-408-418-9388 United States Toll (Access code: 2488 975 8197 **Password (if required)** 325527.

Individuals and interested parties wishing to speak must register with the Board of Adjustment by registering online at <https://dallascityhall.com/government/Boards-and-Commissions/Board-of-Adjustment/Pages/Meetings.aspx> or call (214) 670-4127, by 5:00 p.m., Sunday, December 14, 2025.

Las personas y las partes interesadas que desean hablar deben registrarse con en el Departamento de Planificación y Desarrollo registrándose en línea en <https://dallascityhall.com/government/Boards-and-Commissions/Board-of-Adjustment/Pages/Meetings.aspx> o llamando al (214) 670-4127, antes de las 5:00 p.m. del domingo, 14 de Diciembre de 2025.

The public may attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person. The City of Dallas will make “Reasonable Accommodations/Modifications” to programs and/or other related activities to ensure any and all residents have access to services and resources to ensure an equitable and inclusive meeting. Anyone requiring auxiliary aid, service, and/or translation(interpreter) to fully participate in the meeting should notify the Board of Adjustment by emailing mary.williams1@dallas.gov, calling (214) 670-4127, at least seventy-two (72) hours (3 days) prior to the scheduled meeting. A video stream of the meeting will be available twenty-four (24) hours after adjournment by visiting <https://dallastx.new.swagit.com/views/113>.

Se anima al público a asistir a la reunión virtualmente; sin embargo, la audiencia está disponible para aquellos que deseen asistir en persona. La ciudad de Dallas llevará a cabo “Adecuaciones/Modificaciones Razonables” a los programas y/u otras actividades relacionadas para asegurar que todos y cada uno de los residentes tengan acceso a los servicios y recursos para asegurar una reunión equitativa e inclusiva. Cualquier persona que requiera asistencia adicional, servicio, y/o traducción (intérprete) para poder participar de forma íntegra en la reunión debe notificar a Departamento de Planificación y Desarrollo enviando un correo electrónico a mary.williams1@dallas.gov, llamando al (214) 670-4127, por lo menos setenta y dos (72) horas (3 días) antes de la reunión programada. Una transmisión en video de la reunión estará disponible dos días hábiles luego de la finalización de la reunión en <https://dallastx.new.swagit.com/views/113>.

**AGENDA
BOARD OF ADJUSTMENT
PANEL C MEETING
MONDAY, DECEMBER 15, 2025
ORDER OF BUSINESS**

The Board of Adjustment meeting will be held by videoconference and in the Council Briefing Room 6th Floor ES at City Hall. Individuals who wish to speak in accordance with the Board of Adjustment Rules of Procedure must sign up with the Planning and Development Department's Office.

The public may attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person.

The following videoconference link is available to the public to listen to the meeting and Public Affairs and Outreach will also stream the Board of Adjustment meeting on Spectrum Cable Channel 96 or 99 and [bit.ly/cityofdallastv](https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m4a5f02f015d41ad65eafb4f4d25ea8d5):

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m4a5f02f015d41ad65eafb4f4d25ea8d5>

Public hearings will not be heard before 1:00 p.m.

BRIEFING ITEMS

ACTION ITEMS:

MISCELLANEOUS ZONING ITEMS:

APPROVAL OF MINUTES

November 17, 2025, Meeting Minutes

UNCONTESTED ITEMS:

Item 1-4

- | | |
|--|-----------------|
| 1- BOA-25-000069 – 10315 OAKWOOD DRIVE | 25-3504A |
| 2- BOA-25-000074 – 2826 ELSIE FAYE HEGGINS STREET | 25-3505A |
| 3- BOA-25-000075 – 3219 KNOX STREET | 25-3508A |
| 4- BOA-25-000080 – 524 TAMA STREET | 25-3510A |

HOLDOVER ITEMS:

NONE

INDIVIDUAL ITEMS:

Item 5

- | | |
|--|----------------|
| 5- BOA-25-000081 – 4710 DORSET ROAD | 253512A |
|--|----------------|

ADJOURMENT

Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

"Pursuant to Section 46.03, Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon into any open meeting on this property."

"De conformidad con la Sección 46.03, Código Penal (coloca armas prohibidas), una persona no puede llevar un arma de fuego u otra arma a ninguna reunión abierta en esta propiedad."

I. Call to Order

II. Staff Presentation/Briefing

II. Public Hearing

III. Public Testimony

IV. Miscellaneous Items

Approval of November 17, 2025 Meeting Minutes

VI. Case Docket

UNCONTESTED CASE(S)

1. [25-3504A](#) Application of Josue Martinez for **(1)** a variance to the side yard setback regulations at **10315 OAKWOOD DRIVE**. This property is more fully described as Block 8772, Part of Lot 7, and is zoned A(A), which requires a side yard setback of 20 feet. The applicant proposes to construct and/or maintain a single-family residential structure and provide a 5-foot side yard setback, which will require **(1)** a 15-foot variance to the side yard setback regulations.

Location: 10315 OAKWOOD DRIVE

Applicant: Josue Martinez

Representative: Josue Martinez

Request: (1) variance to the side yard setback regulations

Staff Recommendation: Approval

Senior Planner: Sheniqua Dunn

BOA-25-000069

Attachments: [Case Report](#)
 [Site Plan](#)

2. [25-3505A](#) Application of Chelsea Thurman for **(1)** a special exception to the fence regulations along Elsie Faye Heggins Street, and **(2)** a special exception to the fence regulations along Malcolm X Boulevard at **2826 ELSIE FAYE HEGGINS STREET**. This property is more fully described as Block B/2240, Lots 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, and 23 & abandoned right-of-way and is zoned PD 595(R-5(A))H/74;SUP2589, which limits the height of a fence in the front yard to 4-feet. The applicant proposes to construct and/or maintain a 6-foot-high fence in a required front yard along Elsie Faye Heggins Street, which will require **(1)** a 2-foot special exception to the fence regulations, and to construct and/or maintain a 6-foot-high fence in a required front yard along Malcolm X Blvd, which will require **(2)** a 2-foot special exception to the fence regulations.

Location: 2826 ELSIE FAYE HEGGINS STREET

Applicant: DISD

Representative: Chelsey Thurman

Senior Planner: Bryant Thompson

Request: **(1)** a special exception to the fence regulations along Elsie Faye Heggins Street, and **(2)** a special exception to the fence regulations along Malcolm X Boulevard

Staff Recommendation: No staff recommendation.

BOA-25-000074

Attachments: [Case Report](#)
[Site Plan](#)

3. [25-3508A](#) Application of Jonathan Vinson for **(1)** a variance to the off-street parking regulations at **3219 KNOX STREET**. This property is more fully described as Block L/1536, Lot 9A, and is zoned PD-193 (PDS 139), which requires parking to be provided. The applicant proposes to provide 790 of the required 870 parking spaces for a restaurant without drive-in or drive-through service use, a general merchandise/retail or food store, and an office use, which will require **(1)** an 80 space variance (9.2% reduction) to the off-street parking regulations.

Location: 3219 Knox Street

Applicant: Justin Schoellkopf

Representative: Jonathan Vinson

Senior Planner: Sheniqua Dunn

Request: **(1)** variance to the parking regulation

Staff Recommendation: Approval

BOA-25-000075

Attachments: [Case Report](#)
[Site Plan](#)
[Applicant letter](#)
[Letter for Staff](#)
[Applicant Documentation](#)

4. [25-3510A](#) Application of Christian Clark for **(1)** a variance to the front yard setback regulations, for **(2)** a special exception to the visibility obstruction regulation, and for **(3)** a variance to the off-street parking regulations at **524 TAMA STREET**. This property is more fully described as Block 339, Part of Tract of 17A, and is zoned R-5(A), which requires a front-yard setback of 20-foot, requires a 20-foot visibility obstruction triangle at the drive approach, and requires parking to be provided behind the required front yard setback. The applicant proposes to construct and/or maintain a single-family residential structure and provide a 7-foot front yard setback along Tama Street, which will require **(1)** a 13 foot variance to the front yard setback regulations, and to construct and/or maintain a single-family residential structure in a required 20-foot visibility obstruction triangle along Tama Street, which will require **(2)** a special exception to the visibility obstruction regulation along the drive approach, and to construct and/or maintain a single-family residential structure and provide a parking space within the required 20-foot setback along Tama Street, which will require **(3)** a 13-foot variance to the off-street parking regulations.

Location: 524 TAMA STREET

Applicant: Christian Clark

Representative: Christian Clark

Senior Planner: Sheniqua Dunn

Request: (1) variance to the front yard setback regulations
 (2) special exception to the visibility obstruction regulation
 (3) variance to the parking regulations

Staff Recommendation: (1) Approval
 (2) No Staff Recommendation
 (3) Approval

BOA-25-000080

Attachments: [Case Report](#)
[Site Plan](#)
[524 Tama St-Elevations F&R](#)
[524 Tama St-Elevations L&R](#)

HOLDOVER CASES

None

INDIVIDUAL CASES

5. [25-3512A](#) Application of Robert Baldwin for **(1)** a variance to the floor area for structures accessory to single family use regulations at **4710 DORSET ROAD**. This property is more fully described as Block E/5532, Lot 3, and is zoned R-1ac(A), which states that an accessory structure may not exceed 25 percent of the floor area of the main structure. The applicant proposes to construct and/or maintain a single-family residential accessory structure with 2,139 square feet of floor area (50.1% of the 4,267 square foot floor area of the main structure), which will require **(1)** a 1,072 square foot variance to the floor area for structures accessory to single family use regulations.

Location: 4710 DORSET ROAD

Applicant: Robert Baldwin

Representative: Robert Baldwin

Senior Planner: Sheniqua Dunn

Request: **(1)** A request for a variance to the floor area ratio regulations

Staff Recommendation: Denial

BOA-25-000081

Attachments: [Case Report](#)
 [Site Plan](#)
 [Garage Elevations with height.](#)
 [Applicant Documentation](#)

VII. ADJOURNMENT

EXECUTIVE SESSION NOTICE

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code § 551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code § 551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code § 551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code § 551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code § 551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code § 551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex Govt. Code § 551.089]
8. deliberating cybersecurity measures, policies, or contracts solely intended to protect a critical infrastructure facility. [Tex. Gov't Code § 551.0761]