

FILE NUMBER: Z234-110(LC) **DATE FILED:** October 19, 2023

LOCATION: South side of the intersection of West-Northwest Highway and Meadowbrook Drive

COUNCIL DISTRICT: 13

SIZE OF REQUEST: 3.035 acres **CENSUS TRACT:** 48113007301

REPRESENTATIVE: Rob Baldwin, Baldwin Planning

OWNER/APPLICANT: Compass School of Texas

REQUEST: An application for 1) a new Planned Development District for R-1ac(A) Single Family District uses; and 2) the termination of Specific Use Permit No. 580 for a private school with consideration for a Specific Use Permit for a private school on property zoned an R-1ac(A) Single Family District.

SUMMARY: The purpose of the request is to allow modified development standards primarily related to uses, setbacks, floor area, height, lot coverage, parking, and fencing to allow a private school.

STAFF RECOMMENDATION: **Approval** of a Specific Use Permit for a private school for a ten-year period, subject to staff's recommended conditions and a revised site plan, in lieu of a Planned Development District.

BACKGROUND INFORMATION:

- The area of request currently has an existing private school with existing parking lot on property zoned an R-1ac(A) Single Family District, with existing SUP No. 580 for a private school (approx. 3.035 acres in total size).
- Geographically located in northern Dallas, approx. 7.5 miles from downtown Dallas and 5 miles from Dallas Love Field.
- This lot has frontage only on West Northwest Highway.
- TMP completed as of March 12, 2024, with updates to be scheduled every 2 years.
- The existing SUP No. 580 has been in effect since the 1970's.
- Applicant has acquired property to the east and wants to combine the lots with intentions to develop the new site further turning school into more of a campus under P2. Existing private school is Pre-K to 2nd grade with plans to expand to 8th grade in the future.
- The purpose of the request is to create a new planned development district to allow modified development standards primarily related to uses, setbacks, floor area, height, lot coverage, parking, and fencing to allow a private school.
- The new school is set to be 2 stories and under 30 feet in height.
- The site has an existing creek directly behind, applicant has provided a development plan that considers conservation and preservation methods, as well as design to maintain the creek and trees.
- Property to the east of existing site is currently undeveloped.
- Applicant intends to provide sufficient buffer and screening along residential sides of the property.
- The applicant requests the school to be allowed by right and not with the use of SUP.
- Applicant's justification for requiring a PD include deviations to parking location and space count, wanting an 8-foot fence along the entrance/front side of the property, and location of an accessory use.

Zoning History:

There have been zero zoning cases in the area in the last five years.

Thoroughfares/Streets:

Thoroughfare/Street	Type	Existing/Proposed ROW
West Northwest Highway	PA – Principal Arterial	107'
Meadowbrook Drive	Local Street	--

Traffic:

The engineering division of Planning and Development Department completed a review of a traffic management plan dated February 29, 2024. The report proposes to split dismissal times into three student cohorts separated by 20 minutes each. The school expansion is anticipated to saturate two lanes for queuing operations at school’s full capacity. The success of the proposed operations is contingent on the operator’s ability to actively manage school traffic. Failure to do so would spill a queue back onto a high-speed corridor, also impeding access to emergency response vehicles.

The application also acknowledges that the subject site is locked away from any local road—access is limited to motor vehicles on West Northwest Highway. The mitigation plan places traffic cones at the main driveway, forcing westbound traffic to make U-turns in order to enter the site. Construction plans will revise proposed site plan to improve visibility; meeting minimum visibility triangles is not sufficient. Design must comply with sight distance standards, based on roadway features such as observed and vertical curvature. The operations plan also explores the possibility of adding an additional dismissal period. Staff does not agree a fourth period would be a practical solution unless separated by no less than 20 minutes.

Engineering staff has no objection to the proposed traffic management plan, subject to conditions that allow the school to gradually monitor site operations before ultimate building expansion.

STAFF ANALYSIS:

Comprehensive Plan:

The *forwardDallas! Comprehensive Plan* was adopted by the City Council in June 2006 and outlines several goals and policies which can serve as a framework for assisting in evaluating the applicant's request.

The request complies with the following land use goals and policies of the Comprehensive Plan:

LAND USE ELEMENT

GOAL 1.1 ALIGN LAND USE STRATEGIES WITH ECONOMIC DEVELOPMENT PRIORITIES

Policy 1.1.5 Strengthen existing neighborhoods and promote neighborhoods' unique characteristics.

ECONOMIC ELEMENT

GOAL 2.1 PROMOTE BALANCED GROWTH

Policy 2.1.1 Ensure that zoning is flexible enough to respond to changing economic conditions.

GOAL 2.5 FOSTER A CITY OF GREAT NEIGHBORHOODS

Policy 2.5.1 Promote strong and distinctive neighborhoods to enhance Dallas' quality of life.

URBAN DESIGN ELEMENT

GOAL 5.2 STRENGTHEN COMMUNITY AND NEIGHBORHOOD IDENTITY

Policy 5.2.1 Maintain neighborhood scale and character.

ENVIRONMENT ELEMENT

GOAL 6.1 PROTECT DALLAS WATER QUALITY AND WATERSHEDS

Policy 6.1.1 Develop and implement storm water management practices.

GOAL 6.2 PRESERVE AND INCREASE TREE CANOPY

Policy 6.2.1 Establish a tree canopy coverage enhancement program.

GOAL 6.4 IDENTIFY, PROTECT AND RESTORE OPEN SPACE

Policy 6.4.1 Identify and prioritize ecologically sensitive areas.

Policy 6.4.2 Protect open space.

Policy 6.4.4 Restore and manage sensitive areas.

NEIGHBORHOOD PLUS

GOAL 4.2 Support and leverage emerging school quality and school choice programs.

Land Use:

	Zoning	Land Use
Site	R-1ac(A), SUP No. 580	Private school
North	PD No. 815	Church
South	R-16(A)	Single family
East	R-16(A)	Single family
West	R-1ac(A)	Single family

Land Use Compatibility:

The area of request is currently developed with an existing private school and existing parking lot on property, (approx. 3.035 acres in total size). zoned R-1ac(A) Single Family District with existing SUP No. 580, located on the south side of the intersection of West Northwest Highway and Meadowbrook Drive.

To the north of the property are institutional uses (Lovers Lane United Methodist Church), parking and residential uses. To the south, east and west of the property are all residential uses. With the immediate area being mostly residential uses and the subject site having an existing private school staff, finds the applicant’s request for a new private school to be appropriate and compatible with the surrounding area. However, staff does not support the path the applicant has chosen to take, the creation of a new PD and termination of the existing SUP, to achieve the request.

The submitted development plan design has a proposed sports court in the northwest corner of the site and the proposed parking lot is in the northeast corner of the site. An 8-foot fence runs the length of the front entrance section of the property. Therefore, the applicant is requesting a new planned development for the following reasons:

1. Relief from front yard setback from 40-feet to 20-feet to accommodate the school building and any playgrounds/sports courts. Allowance of significant encroachments to the reduced front yard, including a row of parking and the sports court.
2. Relief from rear and side yard setbacks from 20-feet to 10-feet. Encroachments such as awnings, balconies, bay windows, ramps, retaining walls, stairs, stoops, and unenclosed porches are allowed into the required side and rear yards and do not need to be shown on the development plan.
3. Allowance for parking within the front yard setback.
4. Allowance to install an 8-foot fence and a security gate within the front yard setback.
5. Securing zoning entitlements for a permanent time-period, rather than risking a more limited time period with an SUP.

According to Dallas Development Code these elements are not permitted. The existing zoning district of the subject site is an R-1ac(A) Single Family District. The sports court is categorized as an accessory use, and those are not allowed in the front yard setback of the existing zoning district. Structures also must not be in the front yard setback of the property. Therefore, the applicant is requesting to create a new planned development in order to deviate from code.

Staff finds the applicant's justification for deviating from the development code to be insufficient from a land use and zoning lens. Additionally, the deviations requested can be addressed by using other methods to be in closer compliance with the development code. One method is through a Specific Use Permit with a ten-year period.

To operate under an SUP, the applicant would need only make minor adjustments to the site plan, including:

1. Shifting the front building façade south by about 5 feet to accommodate the front yard.
2. Remove parking from the front yard, required parking for institutional uses can be addressed through an SUP if necessary.

Other revisions using the PD are likely not necessary, the buildings comply with the side and rear setbacks and the horizontal portions of the sport court can be located within the setback given, vertical elements are behind the setback line. The fence height adjustment

should be achievable as a request from the Board of Adjustment, as has been the case for other schools approved under SUPs.

The general provisions for a Specific Use Permit in Section 51A-4.219 of the Dallas Development Code specifically state: (1) The SUP provides a means for developing certain uses in a manner in which the specific use will be consistent with the character of the neighborhood; (2) Each SUP application must be evaluated as to its probable effect on the adjacent property and the community welfare and may be approved or denied as the findings indicate appropriate; (3) The city council shall not grant an SUP for a use except upon a finding that the use will: (A) complement or be compatible with the surrounding uses and community facilities; (B) contribute to, enhance, or promote the welfare of the area of request and adjacent properties; (C) not be detrimental to the public health, safety, or general welfare; and (D) conform in all other respects to all applicable zoning regulations and standards. The regulations in this chapter have been established in accordance with a comprehensive plan for the purpose of promoting the health, safety, morals, and general welfare of the city.

Staff does not support the applicant's request because, although the use is not foreseen to be detrimental to surrounding properties, the means to achieve the request can be done in a way that creation of a new planned development would not be necessary.

Planned Development District Justification:

According to Sec. 4.702, the purpose of a planned development district is to provide flexibility in the planning and construction of development projects by allowing a combination of land uses developed under a uniform plan that protects contiguous land uses and preserves significant natural features.

Planned development districts are deemed appropriate to implement when the existing code cannot accommodate a use or a development within the bounds of a conventional zoning district or where unique site characteristics may be present that necessitate relief or modification of certain base code provisions. With the private school use already existing on site, significant natural or site features and the reasons for the request being categorized as design issues and not zoning which can be addressed through better design options and in SUP conditions, maintaining the existing zoning district with consideration of an SUP is found to be a more appropriate approach.

When considering alterations requested to the base zoning, only minor adjustments to a site plan would be necessary and could be codified under SUP conditions, including their exemptions proposed for parking, accessory use(s), and setbacks.

Staff cannot find a substantial justification for a planned development district. Therefore, staff recommends an SUP with an initial approval period of ten years, with no eligibility for automatic renewal.

Development Standards:

The following is a comparison chart of the development standards for the current R-1ac(A) Single Family zoning district and the proposed planned development with a base zoning district of R-1ac(A) to display how the applicant would potentially be deviating from the base zone standards through their creation of a PD.

District	Setback		Density	Height	Lot Cvrg	Special Stds	Primary Uses
	Front	Side/Rear					
Existing/Base: R-1ac(A)	40'	SF: 10' Other: 20' ¹	1 du/ac	36' ²	40% res 25% non-res 60% for inst ³		Single family, private school by SUP
PD: R-1ac(A)	20' w/ encroach ^{4,5}	10' w/ encroach	1 du/ac 82,000 sf max floor area	36'	40% for private school		Single family, private school by right

¹ A private school would be subject to a 20-foot side and rear setback

² Per [Sec. 51A-4.408\(a\)\(1\)](#), any legal height for institutional uses

³ Per [Sec. 51A-4.407\(a\)\(1\)](#), max lot coverage of 60 percent for institutional uses

⁴ Playgrounds and sports courts may encroach in the front yard, plus additional encroachments allowed

⁵ Maximum eight-foot fence allowed in front yard

Blockface continuity would be imposed on the subject site requiring a front yard setback of 40 feet due to the residential adjacency to the immediate west of the site also being an R-1ac(A) Single Family District.

Landscaping:

There are many components regarding the landscaping and design of this proposal. The city arborists and other staff have worked together diligently to provide the following comments, requirements, and standards for this site. There is an existing creek to the south of the site and although the site is not in the floodplain, the applicant has been advised to work through their project understanding that removing trees will require mitigation and the standing vegetation is protecting the rate of erosion in that area.

According to Article X there are requirements that this site will need to meet, including street buffer zone and residential buffer zone, as described below.

Residential Buffer Zone (RBZ):

Per [SEC. 51A-10.125](#) residential buffer zone landscape area must be provided along that portion of the perimeter of a lot where residential adjacency exists. The residential buffer zone must have an average depth of 10 feet, a minimum depth of five feet, and a maximum depth of 30 feet. No portion of the residential buffer zone may exceed 10 percent of the lot depth excluding paved surfaces at points of vehicular and pedestrian ingress or egress.

(B) The residential buffer zone must include a minimum of one plant group every 40 feet. Plant groups must include:

(i) Where screening is required, one minimum three-inch caliper large or medium tree.

(ii) Where screening is not required:

(aa) one large or medium tree and three small trees;

(bb) one large or medium tree and three large evergreen shrubs;

(cc) one large or medium tree, two small trees, and one large evergreen shrub;

or

(dd) one large or medium tree, one small tree, and two large evergreen shrubs.

(C) If the building official determines that the location of a local utility prohibits planting large trees or medium trees, two small trees may be planted for each large tree or medium tree.

(D) Large or medium trees must have a minimum caliper of two inches.

Based on the layout of the site, residential buffer zone would be required for the west, south, southeast and east portions of the property. Due to the existing creek and the preservation efforts of the applicant, they will use existing trees and plantings from the creek to count towards their RBZ requirements for the west and south portions of the property. The applicant would be required to meet the RBZ through new planting for the southeast and east portions of the property. The buffer must be an average of 10' and include 1 large or medium tree per 40'. However, their design proposes a retaining wall on the east portion of the site, which presents constraints for meeting their large tree requirement within the RBZ language. Therefore, the exception of two small trees must be provided and spaced accordingly, in place of the required large or medium tree due to the site constraints of the retaining wall. (10.125(b)(2)).

Street Buffer Zone (SBZ):

Per [SEC. 51A-10.125](#) street buffer zone is the landscape area provided along the entire length of the lot adjacent to a public right-of-way, excluding paved surfaces at points of vehicular ingress and egress. The minimum requirements are as follows:

Right-of-way	Average Depth	Minimum Depth	Maximum Depth
Freeways	15 feet	5 feet	50 feet
Arterials and community collectors	10 feet	5 feet	30 feet
Local and residential collectors	7.5 feet	5 feet	25 feet

Since West Northwest Highway is labeled as a principal arterial the minimum requirements would be an average depth of 10 feet. This means the landscaped area provided along the length of the lot would need to be at least 10 feet wide and 10 feet from the property line to allow adequate planting. The street buffer zone requires 1 large tree or medium tree planted every 40 feet within the frontage and to determine the quantity the equation is to take the length of the lot frontage and divide that by 40. The lot frontage

totals 511 feet, which divided by 40 will be a requirement of approx. 13 large trees. Upon further review of the site it was discovered that there are both overhead and underground utilities. This will affect the type and size of trees that can be planted in the street buffer zone as all new trees will need to be located at least 10ft from the underground utilities. Therefore, the applicant will be required to substitute two small trees for every one large/medium tree requirement. (10.125(b)(1)) and has the option of selecting small trees that are compliant with Article X's list of approved plant species. With the change in this requirement from 1 large/medium tree to 2 small trees, the new quantity will be approx. 26 trees to be planted in the SBZ frontage. In addition to the requirement laid out from Article X, staff is requiring that the applicant plant a variety of small shrubs, perennials, and groundcover in the street buffer zone to enhance and elevate the frontage of the proposed school. This enhanced landscaping is one way for the applicant to meet their landscape design point requirement for their site, (see below).

The Article X checklist is a tool used to help designers and architects comprehend what is in Article X. The second page includes information the Landscape Design Option points that are required per site, which can be found in section 10.126. The site will require **30 points**, so the applicant is able to design the site to meet code requirements and staff's recommendations. These points will need to be included on the submitted Landscape plan. Staff is recommending these options from the checklist:

4) Screening – 20 points maximum; this "enhanced" design option (details can be read in Article X) 10.126-4(D)(ii)

Option 2- Enhanced design is provided by a landscape architect and must include a minimum of two plant species to provide the full screening effect. 10 points for complete frontage. - this screening can be placed in front of the parking or anywhere along the street buffer zone.

11) General – 10 points; The applicant may provide documentation and demonstrate ability to achieve certain conditions. (10.126- 11(B)) Option 2- Provide and implement a landscape maintenance plan for a minimum three-year period. Three points

The combination of the aforementioned options will get the applicant the points needed 30, allowing a lot of creative liberty. If the above options are not sufficient nor to the applicants approval, staff has taken the liberty of selecting all options that are plant design based and allows for a compromise to be met accommodating both applicant and staff; According to the checklist, those options are 1, 4, 5, and 11. The checklist will be added to the end of this case report.

Screening of off-street loading spaces:

All off street parking must be screened from adjacent street frontage, (10.125(b)(4)(A)). Staff is requiring the applicant place an advanced screening design to layer in some additional shrubs and groundcover.

Parking:

Pursuant to the Dallas Development Code, the off-street parking requirement for a public or private school use is as follows: one and one-half spaces for each kindergarten/elementary school classroom, three and one-half spaces for each junior high/middle school classroom, nine and one-half spaces for each senior high school classroom. If an SUP is required for this use, the off-street parking requirement may be established in the ordinance granting the SUP.

The proposed development plan shows 44 parking spaces. The applicant proposes 14 elementary classrooms, and 6 middle school classrooms. This amount of kindergarten/elementary school classrooms typically would require 42 parking spaces total. As staff recommends removing parking from the front yard, which is prohibited in the existing residential zoning, the applicant may either reorganize spaces within the site to find the balance or adjust the requirement through this zoning case. Both the SUP and the planned development district can adjust the required parking to the total the school is able to provide onsite.

Market Value Analysis:

Market Value Analysis (MVA), is a tool to aid residents and policy-makers in understanding the elements of their local residential real estate markets. It is an objective, data-driven tool built on local administrative data and validated with local experts. The analysis was prepared for the City of Dallas by The Reinvestment Fund. Public officials and private actors can use the MVA to target intervention strategies more precisely in weak markets and support sustainable growth in stronger markets. The MVA identifies nine market types (A through I) on a spectrum of residential market strength or weakness. As illustrated in the attached MVA map, the colors range from purple representing the strongest markets (A through C) to orange, representing the weakest markets (G through I). The area of request is currently in an “A” MVA area. To the north, south, east and west is all “A” MVA areas.

List of Officers

The Compass School of Texas
Board of Directors

Francis Harrison, President and Chairwoman of the Board
Caroline Harrison Loehr, Vice President of the Board
Frances Mitchell, Secretary
Tanya Davis, Treasurer

APPLICANT'S PROPOSED PD CONDITIONS

ARTICLE

PD xxx

SEC. 51P-___.101. LEGISLATIVE HISTORY.

PD ___ was established by Ordinance No. _____, passed by the Dallas City Council on _____ . (Ord. _____)

SEC. 51P-___.102. PROPERTY LOCATION AND SIZE.

PD ___ is established on property located on the south side of Northwest Highway near the intersection of Devonshire Road. The size of PD ___ is approximately 3.035 acres.

SEC. 51P-___.103. DEFINITIONS AND INTERPRETATIONS.

- (a) Unless otherwise stated, the definitions and interpretations in Chapter 51A apply to this article.
- (b) Unless otherwise stated, all references to articles, divisions, or sections in this article are to articles, divisions, or sections in Chapter 51A.
- (c) This district is considered to be a residential zoning district.

SEC. 51P-___.104. EXHIBITS.

The following exhibits are incorporated into this article:

- (1) Exhibit ___A: development plan.
- (2) Exhibit ___B: traffic management plan.

SEC. 51P-___.105. MAIN USES PERMITTED.

(a) Except as provided in this section, the only main uses permitted are those main uses permitted in the R-1AC(A) Single Family District, subject to the same conditions applicable in the R-1AC(A) Single Family District, as set out in Chapter 51A. For example, a use permitted in the R-1AC(A) Single Family District only by specific use permit (SUP) is permitted in this district only by SUP; a use subject to development impact review (DIR) in the R-1AC(A) Single Family District is subject to DIR in this district; etc.

(b) The following main use is permitted by right:

-- Private school.

SEC. 51P-___.106. ACCESSORY USES.

As a general rule, an accessory use is permitted in any district in which the main use is permitted. Some specific types of accessory uses, however, due to their unique nature, are subject to additional regulations in Section 51A-4.217. For more information regarding accessory uses, consult Section 51A-4.217.

SEC. 51P-___.107. DEVELOPMENT PLAN.

(a) For a private school, development and use of the Property must comply with the development plan (Exhibit ___A). If there is a conflict between the text of this article and the development plan, the text of this article controls.

(b) For all other uses, no development plan is required, and the provisions of Section 51A-4.702 regarding submission of or amendments to a development plan, site analysis plan, conceptual plan, development schedule, and landscape plan do not apply.

SEC. 51P-___.108. YARD, LOT, AND SPACE REGULATIONS.

(Note: The yard, lot, and space regulations in this section must be read together with the yard, lot, and space regulations in Division 51A-4.400. If there is a conflict between this section and Division 51A-4.400, this section controls.)

(a) In general. Except as provided in this section, the yard, lot, and space regulations for the R-1AC(A) Single Family District apply.

(b) Private school.

Front yard. Minimum front yard is 20 feet. Playgrounds and sports courts may encroach in the front yard setback. Encroachments such as awnings, balconies, bay windows, ramps,

retaining walls, stairs, stoops, and unenclosed porches are allowed into the required front yard and do not need to be shown on the development plan.

(1) Side and rear yard. Minimum side yard is 10 feet. Minimum rear yard is 10 feet. Encroachments such as awnings, balconies, bay windows, ramps, retaining walls, stairs, stoops, and unenclosed porches are allowed into the required side and rear yards and do not need to be shown on the development plan.

(2) Floor area. Maximum floor area for all buildings combined is 82,000 square feet.

(3) Height.

(A) Except as provided in this section, maximum structure height for a private school is 36 feet.

(4) Lot coverage: Maximum lot coverage for a private school is 40%.

SEC. 51P-___.109. OFF-STREET PARKING AND LOADING.

(a) In general. Except as provided in this section, consult the use regulations in Division 51A-4.200 for the specific off-street parking and loading requirements for each use.

(b) Private school.

(1) Off-street parking and loading for a private school is a minimum of 39 spaces.

SEC. 51P-___.109.1. TRAFFIC MANAGEMENT PLAN.

(a) In general. The operation of a private school must comply with the traffic management plan (Exhibit__).

(b) Queuing. Queuing is only permitted inside the Property. Student drop-off and pick-up are not permitted within city rights-of-way.

(c) Traffic study.

(1) The Property owner or operator shall prepare a traffic study evaluating the sufficiency of the traffic management plan. The initial traffic study must be submitted to the director by the one-year anniversary of issuance of the certificate of occupancy. After the initial traffic study, the Property owner or operator shall submit updates of the traffic study to the director by November 1 of each even-numbered year.

(2) The traffic study must be in writing, performed by a licensed engineer, based on a minimum of four samples taken on different school days at different drop-off and pick-

up times over a two-week period, and must contain an analysis of the following:

- (A) ingress and egress points;
- (B) queue lengths;
- (C) number and location of personnel assisting with loading and unloading of students;
- (D) drop-off and pick-up locations;
- (E) drop-off and pick-up hours for each grade level;
- (F) hours for each grade level; and
- (G) circulation.

(3) Within 30 days after submission of a traffic study, the director shall determine if the current traffic management plan is sufficient.

(A) If the director determines that the current traffic management plan is sufficient, the director shall notify the applicant in writing.

(B) If the director determines that the current traffic management plan results in traffic hazards or traffic congestion, the director shall require the Property owner to submit an amended traffic management plan. If the Property owner fails to submit an amended traffic management plan within 30 days, the director shall notify the city plan commission.

(d) Amendment process.

(1) A traffic management plan may be amended using the minor plan amendment public hearing process in Section 51A-1.105(k)(3).

(2) The city plan commission shall authorize changes in a traffic management plan if the proposed amendments improve queuing or traffic circulation; eliminate traffic hazards; or decrease traffic congestion.

SEC. 51P-___.110. ENVIRONMENTAL PERFORMANCE STANDARDS.

(a) In general. Except as provided in this section, see Article VI.

SEC. 51P-___.111. LANDSCAPING AND TREE PRESERVATION.

(a) In general. Except as provided in this section, landscaping and tree preservation, removal, and replacement must be provided in accordance with Article X.

- (b) Plant materials must be maintained in a healthy, growing condition.

Staff's Recommended Conditions [For CPC to consider if CPC moves to recommend approval of the applicant's request]

- (a) Except as provided below, landscaping must be provided and maintained in accordance with Article X of the Dallas Development Code, as amended.
 - 1. In the required residential buffer zones, the building official may approve two small trees to be substituted for each large or medium tree.
 - 2. An enhanced street buffer zone is required, and must include the following:
 - A. From the frontage inward, 3 feet of groundcover, 3 feet of rows of perennial plantings approved by the director at a spacing of no more than 3 feet, and 4 feet of shrub plantings approved by the director at a spacing no more than 6 feet with a minimum height of 4 feet.
 - B. No fences may be located within this zone.

SEC. 51P-___.112. SIGNS.

Signs must comply with the provisions for non-business zoning districts in Article VII.

SEC. 51P-___.112.1. FENCING.

- (a) For a private school, fencing must be provided in the location shown on the development plan.
- (b) The maximum height for a fence in the required front yard is 8 feet.

SEC. 51P-___.113. ADDITIONAL PROVISIONS.

- (a) The entire Property must be properly maintained in a state of good repair and neat appearance.
- (b) Development and use of the Property must comply with all federal and state laws and regulations, and with all ordinances, rules, and regulations of the city.
- (c) Outdoor recreation or playfields. Outdoor recreation or playfields may not be lighted or have sound amplification.

SEC. 51P-___.114.

COMPLIANCE WITH CONDITIONS.

(a) All paved areas, permanent drives, streets, and drainage structures, if any, must be constructed in accordance with standard city specifications, and completed to the satisfaction of the director of public works and transportation.

(b) The building official shall not issue a building permit or a certificate of occupancy for a use in this district until there has been full compliance with this article, the Dallas Development Code, the construction codes, and all other ordinances, rules, and regulations of the city. (Ord. Nos. 25033; 26102)

STAFF'S RECOMMENDED SUP CONDITIONS

1. **USE:** The only use authorized by this specific use permit is a private school other than an open-enrollment charter school.
2. **SITE PLAN:** Use and development of the Property must comply with the attached site plan.
3. **TIME LIMIT:** This Specific Use Permit has an expiration date of ten years from the passing of the ordinance.
4. **LANDSCAPING:** Except as provided below, landscaping must be provided and maintained in accordance with Article X of the Dallas Development Code, as amended.
 1. In the required residential buffer zones, the building official may approve two small trees to be substituted for each large or medium tree.
 2. An enhanced street buffer zone is required, and must include the following:
 - A. From the frontage inward, 3 feet of groundcover, 3 feet of rows of perennial plantings approved by the director at a spacing of no more than 3 feet, and 4 feet of shrub plantings approved by the director at a spacing no more than 6 feet with a minimum height of 4 feet.
 - B. No fences may be located within this zone.
5. **INGRESS-EGRESS:** Ingress and egress must be provided in the locations shown on the attached site plan. No other ingress or egress is permitted.
6. **BUFFER:** Prior to the issuance of a certificate of occupancy, a minimum five-foot-wide buffer must be provided along the entire length of all street frontages.
7. **SIGNS:** Signs for a public school other than an open-enrollment charter school must comply with the Article VII of the Dallas Development Code, as amended, and are not required to be shown on the attached site plan.
8. **TRAFFIC MANAGEMENT PLAN:**
 1. In general. Operation of the public school other than an open enrollment charter school must comply with the attached traffic management plan.
 2. Queuing. Queuing is only permitted inside the Property. Student drop-off and pick-up are not permitted within city rights-of-way.
 3. Traffic study.

A. The Property owner or operator shall prepare a traffic study evaluating the sufficiency of the traffic management plan. The initial traffic study must be submitted to the director by November 1, 2025, or within six months after students first begin attending classes, whichever is later. After the initial traffic study, the Property owner or operator shall submit updates of the traffic study to the director by November 1st of each odd-numbered year.

a. If the Property owner or operator fails to submit the required initial traffic study to the director by November 1, 2025, or within six months after students first begin attending classes, whichever is later, the director shall notify the city plan commission.

b. If the Property owner or operator fails to submit a required update of the traffic study to the director by November 1st of each odd-numbered year, the director shall notify the city plan commission.

B. The traffic study must be in writing, performed by a licensed engineer, based on a minimum of four samples taken on different school days at different drop-off and pick-up times over a two-week period, and must contain an analysis of the following:

- a. ingress and egress points;
- b. queue lengths;
- c. number and location of personnel assisting with loading and unloading of students;
- d. drop-off and pick-up locations;
- e. drop-off and pick-up hours for each grade level;
- f. hours for each grade level; and
- g. circulation.

C. Within 30 days after submission of a traffic study, the director shall determine if the current traffic management plan is sufficient.

a. If the director determines that the current traffic management plan is sufficient, the director shall notify the applicant in writing.

b. If the director determines that the current traffic management plan results in traffic hazards or traffic congestion, the director shall require the Property owner to submit an amended traffic management plan. If the Property owner fails to submit an amended traffic management plan within 30 days, the director shall notify the city plan commission.

4. Amendment process.

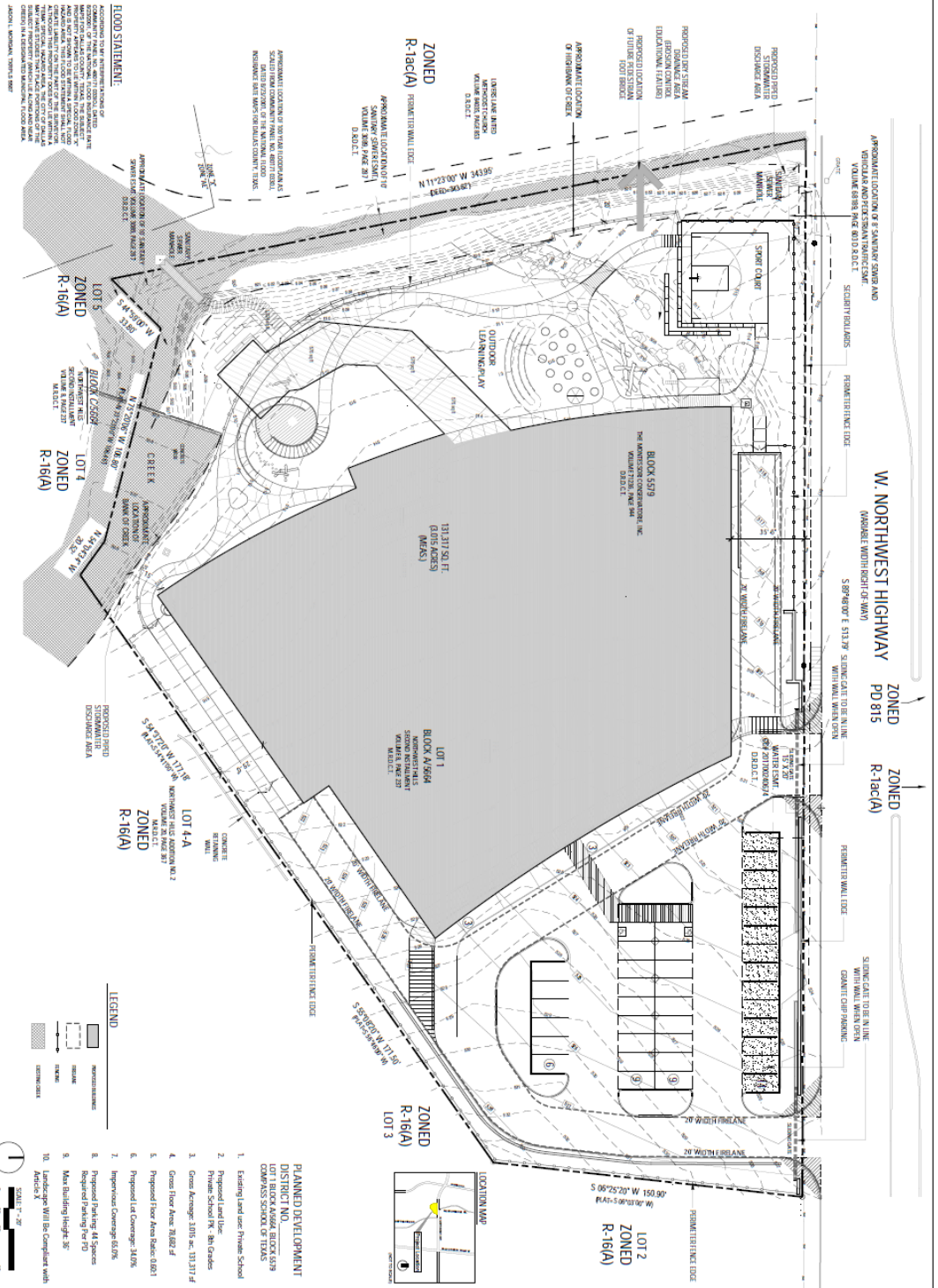
A. A traffic management plan may be amended using the minor plan amendment fee and public hearing process in Section 51A-1.105(k)(3) of Chapter 51A of the Dallas City Code, as amended.

B. The city plan commission shall authorize changes in a traffic management plan if the proposed amendments improve queuing or traffic circulation; eliminate traffic hazards; or decrease traffic congestion.

9. **MAINTENANCE**: The Property must be properly maintained in a state of good repair and neat appearance.

10. **GENERAL REQUIREMENTS**: Use of the Property must comply with all federal and state laws and regulations, and with all ordinances, rules, and regulations of the City of Dallas.

STAFF'S RECOMMENDED SUP SITE PLAN



PROPOSED TRAFFIC MANAGEMENT PLAN



Traffic Management Plan Compass School of Texas

February 29, 2024

Introduction

The services of Lambeth Engineering Associates, PLLC, (herein Lambeth Engineering) were retained to conduct a traffic management plan (TMP) for the Compass School of Texas (Compass School) which includes expanding the school to accommodate 388 students. The purpose of this TMP is to ensure safe vehicular and pedestrian circulation during peak morning drop-off and afternoon pick-up periods at the new expanded location on 5414 W. Northwest Highway in Dallas. The previous school building was Meadowbrook School, and has changed to the Compass School of Texas with the 2023-2024 school year. Below is general information about Compass School.

School:

- Current Location: 5414 W. Northwest Highway, Dallas, TX 75220
- School Times:
 - Begin at 8:25 AM
 - Staggered Dismissal from 3:00 PM – 3:40 PM

Students:

- Current and planned student capacity are shown in **Table 1**.

Table 1. Students per Grade

Grade	Students	
	Current	Buildout
PK	14	28
K	16	28
Primer	--	8
1	9	36
PK - 1st Subtotal:	39	100
2	2	36
3	--	36
4	--	36
2nd - 4th Subtotal:	2	108
5	--	36
6	--	36
7	--	30
8	--	30
5th - 8th Subtotal:	0	132
Total:	41	340

PROPOSED TRAFFIC MANAGEMENT PLAN



School Access:

- Adjacent Roadway:
 - W. Northwest Highway: Six-lane, divided roadway

Traffic Management Plan

Queue

Traffic observations made by Lambeth Engineering were conducted on the following dates and times:

- Tuesday, May 9, 2023 – PM Dismissal

Observations conducted with the recently approved TMP update:

- Wednesday, October 26, 2022 – AM and PM
- Thursday, October 27, 2022 – AM and PM
- Wednesday, November 2, 2022 – AM and PM
- Wednesday, November 9, 2022 – AM and PM

The current traffic pattern is summarized in the **Appendix**.

The projected vehicular accumulations are summarized in **Table 2** below. As shown, the proposed site plan has adequate space to accommodate the parents on-site. There will be three (3) staggered dismissals to accommodate the required queueing space per class, as shown in the table below. If needed, there is an option with four (4) dismissals, as shown in the **Appendix**.

Table 2. TMP Summary

Grades	Future Student Enrollment		Dismissal Times	Projected Parent Vehicles On-Site at One Time	Projected Linear Feet Needed	Available Queue Space	Surplus Availability for Parents
	per Grade	per Dismissal					
PK	28	100	3:00 PM	25	588	36 Veh. (840 Feet)	11 Veh. (252 Feet)
K	28						
Primer	8						
1	36						
2	36	108	3:20 PM	27	635	36 Veh. (840 Feet)	9 Veh. (205 Feet)
3	36						
4	36						
5	36						
6	36	132	3:40 PM	33	776	36 Veh. (840 Feet)	3 Veh. (64 Feet)
7	30						
8	30						
Total	340						

No students are expected to walk home. No buses are planned to serve the school.

PROPOSED TRAFFIC MANAGEMENT PLAN



Recommendations

The TMP recommendations are described below and shown in **Exhibit 1**.

Students

1. All Students: Dropped off and picked up by parents.
2. As Compass enrollment increases, it is recommended that siblings be grouped with older grade students.
3. No students are expected to walk home.

Parents

4. Parents drop off/pick up students in the following location:
 - a. Parents enter the western driveway via W. Northwest Highway. Parents will join the managed queue lanes and follow them to the loading/unloading area. When/if the parent queue lanes reach the western driveway entrance on W. Northwest Highway, traffic cones will be placed at the driveway entrance to close driveway access. Parents will then use the eastern school driveway via W. Northwest Highway to enter. Parents will then navigate through the northern parking aisle to join the managed queue lanes.
 - b. All parents will exit via the eastern school driveway on W. Northwest Highway.
 - c. A buckle zone will be provided for parents to pull forward that need more time and allow other parent vehicles to exit the campus.
 - d. It is recommended that parents not use parking spaces to park and pick-up students, all parents should use the managed queue lane.

School Buses

5. No school buses are planned to serve Compass School.

Staff

6. Staff should continue managing and assisting with the students' loading and unloading activities.
7. Staff should communicate via a microphone (or walkie-talkie) to announce which parents are arriving so that the corresponding student(s) can proceed to the loading area in the proper sequence.
8. Staff should ensure students are waiting in the designated loading area prior to parents' arrival at the loading area.

Licensed Peace Officers

9. A designated, licensed peace officer is not recommended to be required at Compass School.

Crossing Guards

10. A designated crossing guard is not assigned to Compass School, and one is not recommended.

Parking Restrictions

11. Parents should be reminded not to queue or park on Northwest Highway. Parking restriction signs are not recommended at this time.

PROPOSED TRAFFIC MANAGEMENT PLAN



School Zones

12. Currently there are no school zones on the roadways adjacent to the school and none are recommended. There are not expected to be any students walking to/from school.

Off-Site Improvements

13. No off-site improvements are suggested.

14. Students do not walk to/from school. Therefore, no crosswalks or school-zone signs are recommended.

Summary

The Compass School of Texas Traffic Management Plan is designed to provide safe vehicular movement to and from school and can accommodate the projected vehicular queues on campus without blocking through traffic. If traffic congestion or unsafe movements are noticed, the plan should be reviewed and updated promptly.

END

REVIEW AND COMMITMENT

The Compass School of Texas traffic management plan (TMP) was developed with the intent of optimizing safety and accommodating vehicular traffic queues generated during school peak hours. A concerted effort and full participation by the school administration are essential to maintain safe and efficient traffic operations.

By consent of this TMP submittal, the school administration agrees to the strategies presented herein for which the school is held responsible unless the City of Dallas deems further measures are appropriate.

The school is also committed to continually review and assess the effectiveness of this plan and if warranted, implement changes in the interest of increasing safety and minimizing impacts on the surrounding community.

Signature

Name

Shelly Sender

Date

11-15-23

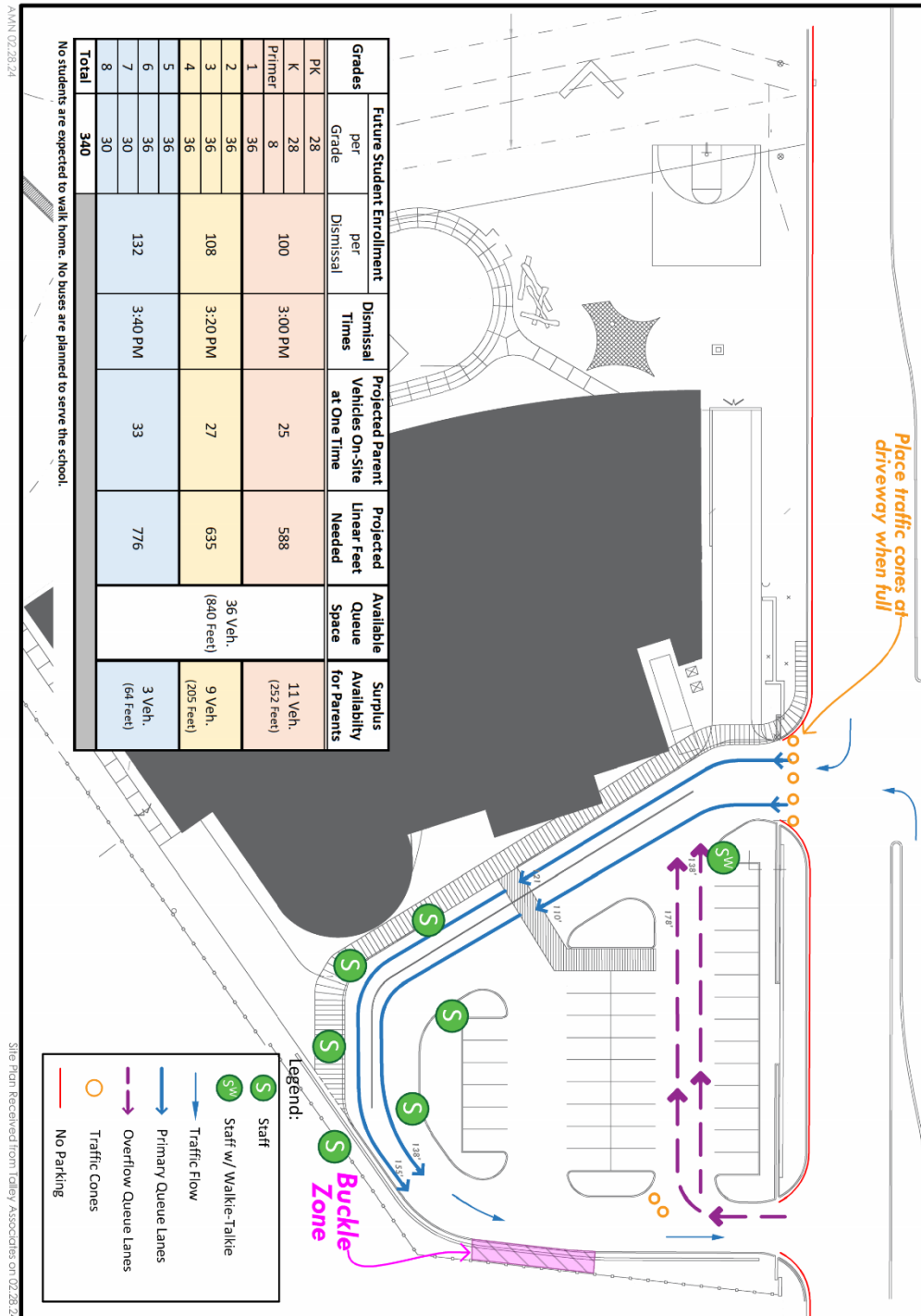
Title

Head of School

PROPOSED TRAFFIC MANAGEMENT PLAN



1 Compass School of Texas



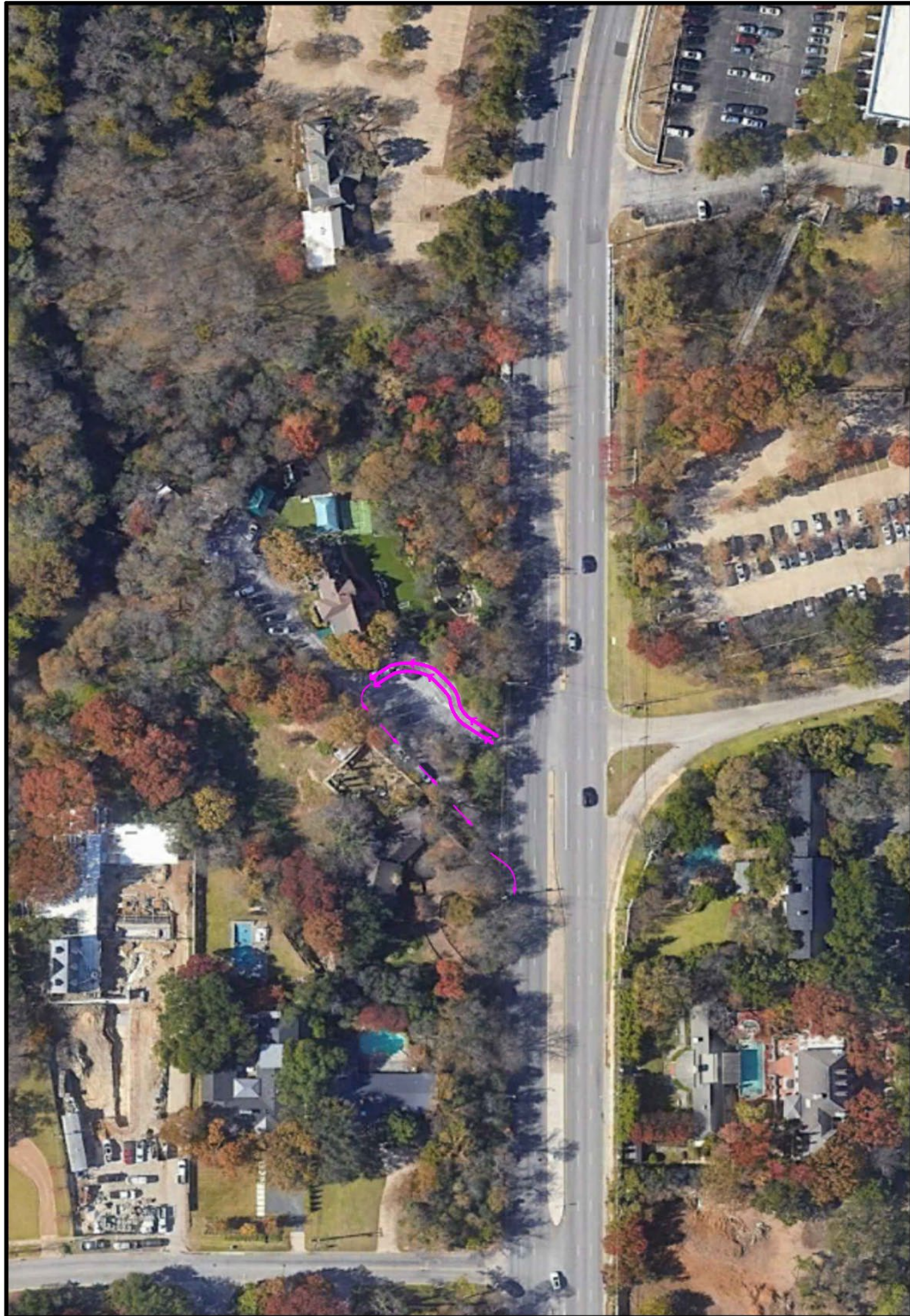
PROPOSED TRAFFIC MANAGEMENT PLAN

Appendix

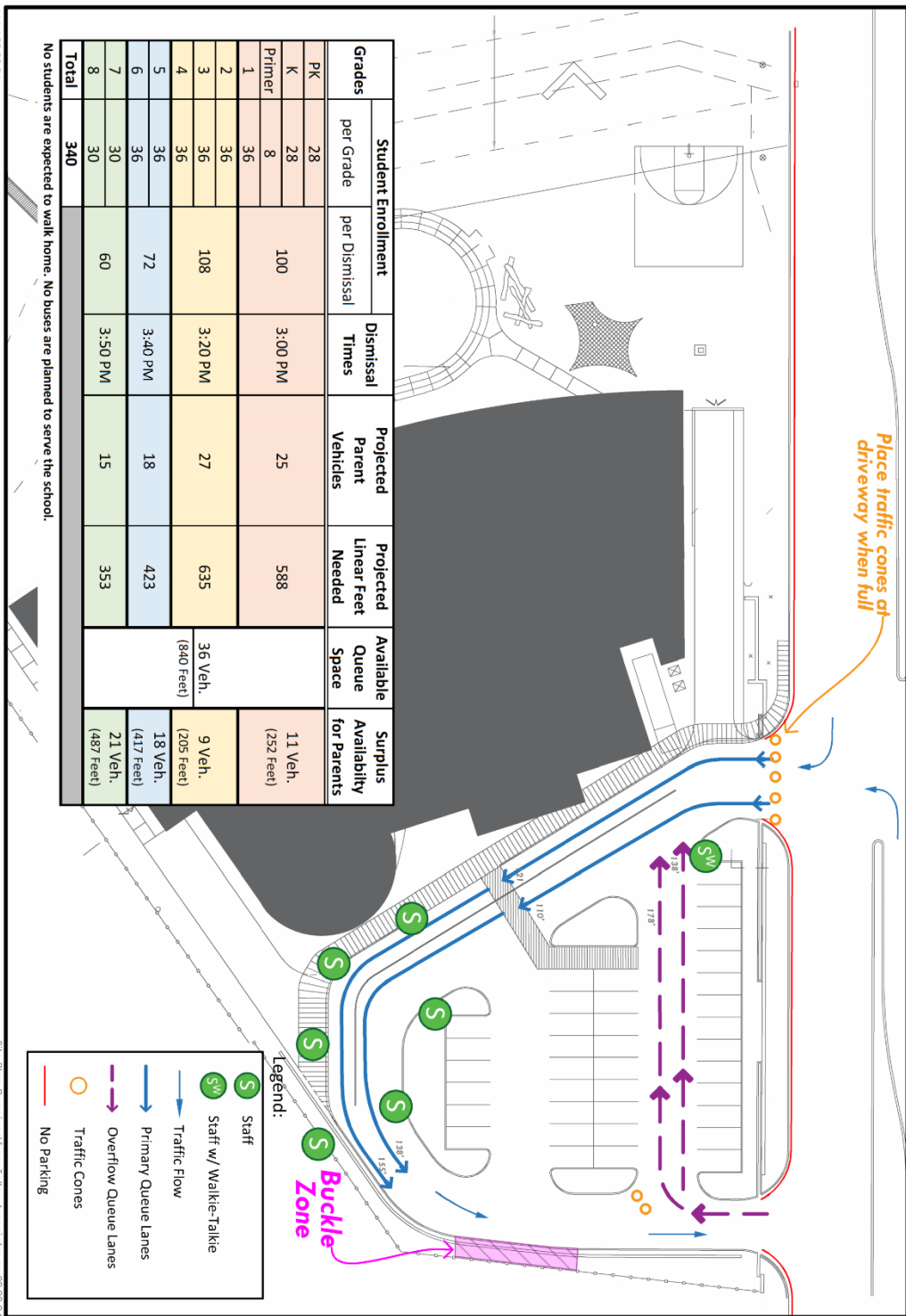
PROPOSED TRAFFIC MANAGEMENT PLAN



Meadowbrook School Existing Conditions



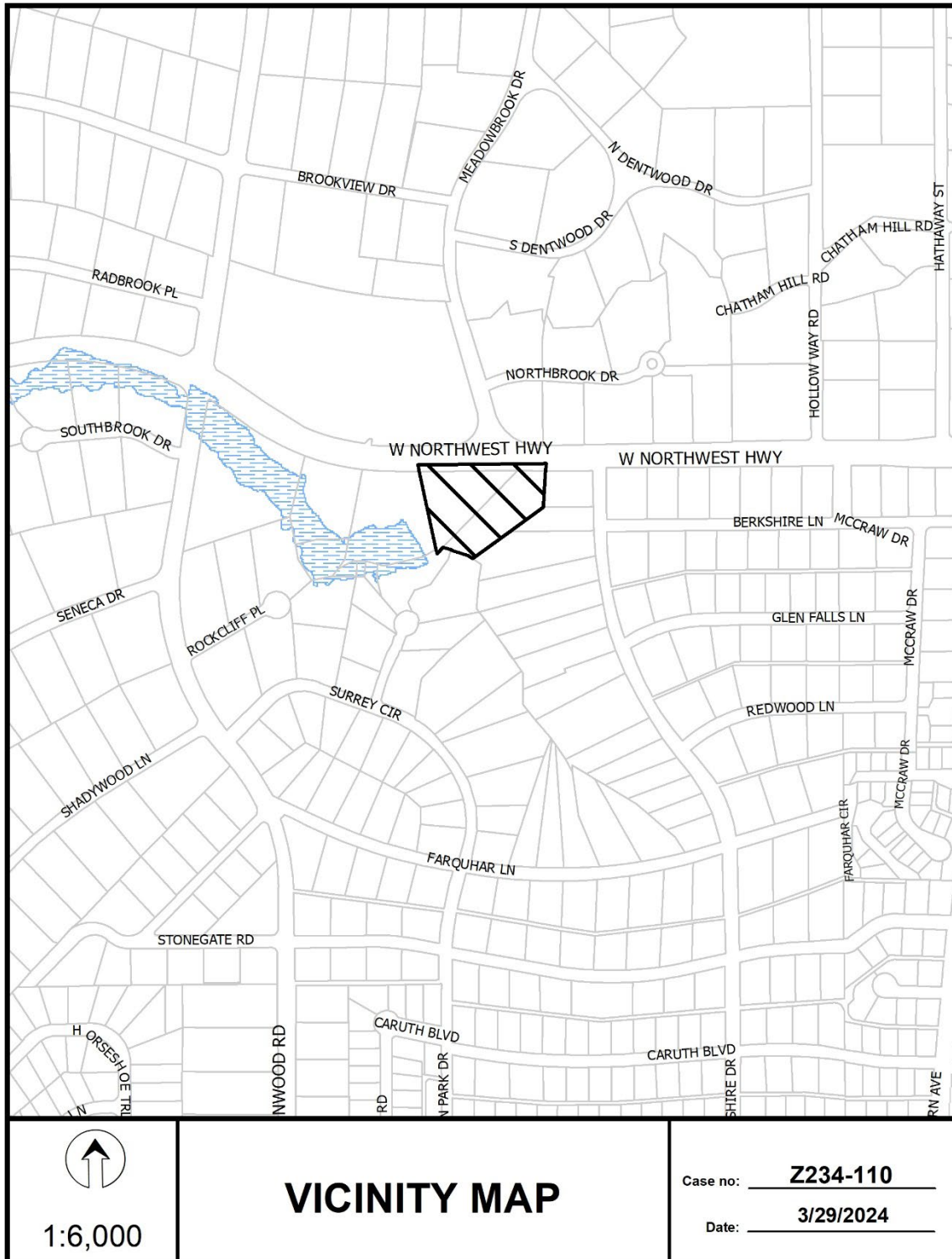
PROPOSED TRAFFIC MANAGEMENT PLAN

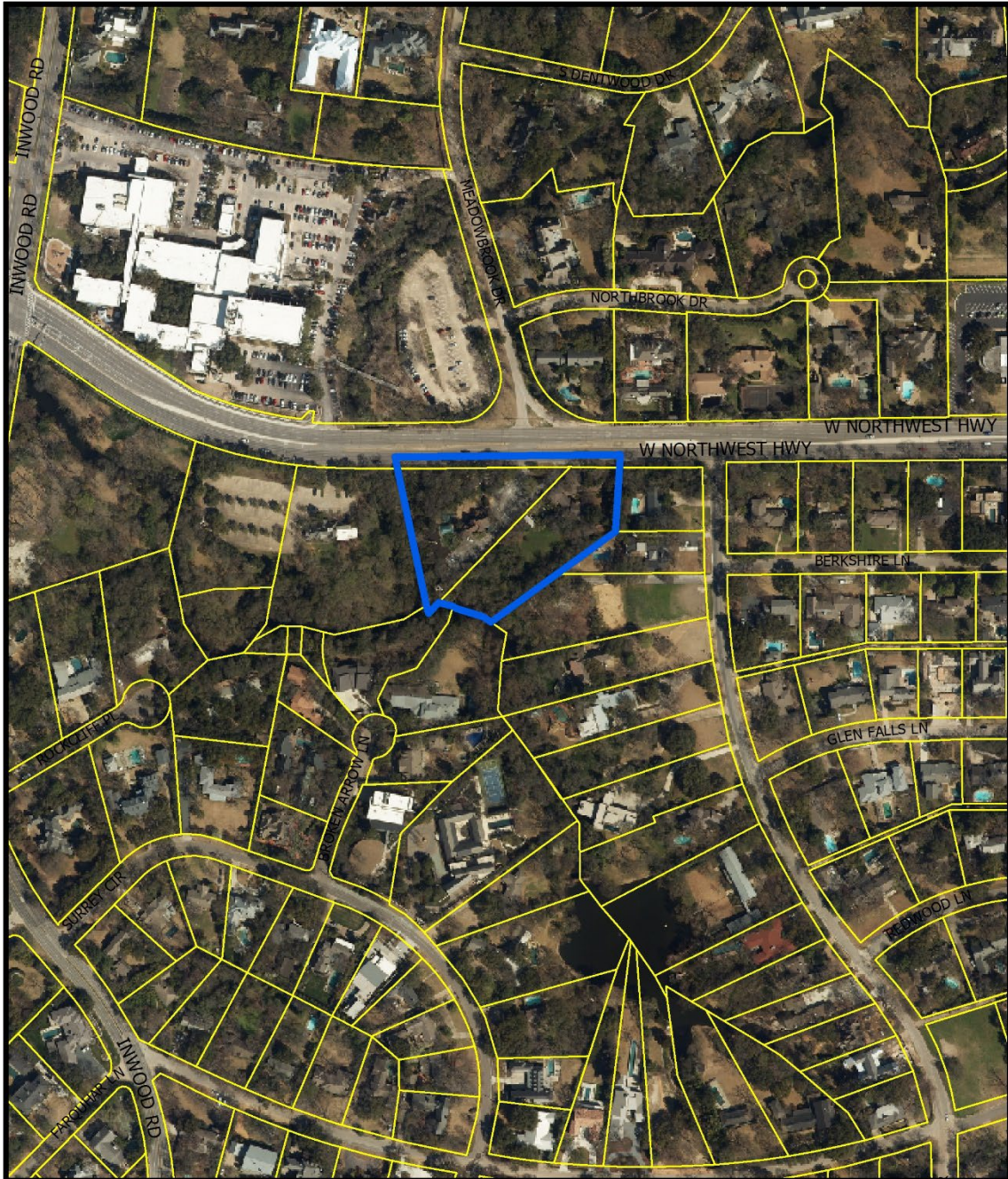


B

Compass School of Texas - Four Dismissals*
 *Mitigation option if queue extends further than projected at buildout. See TMP with 3 dismissal periods within report.





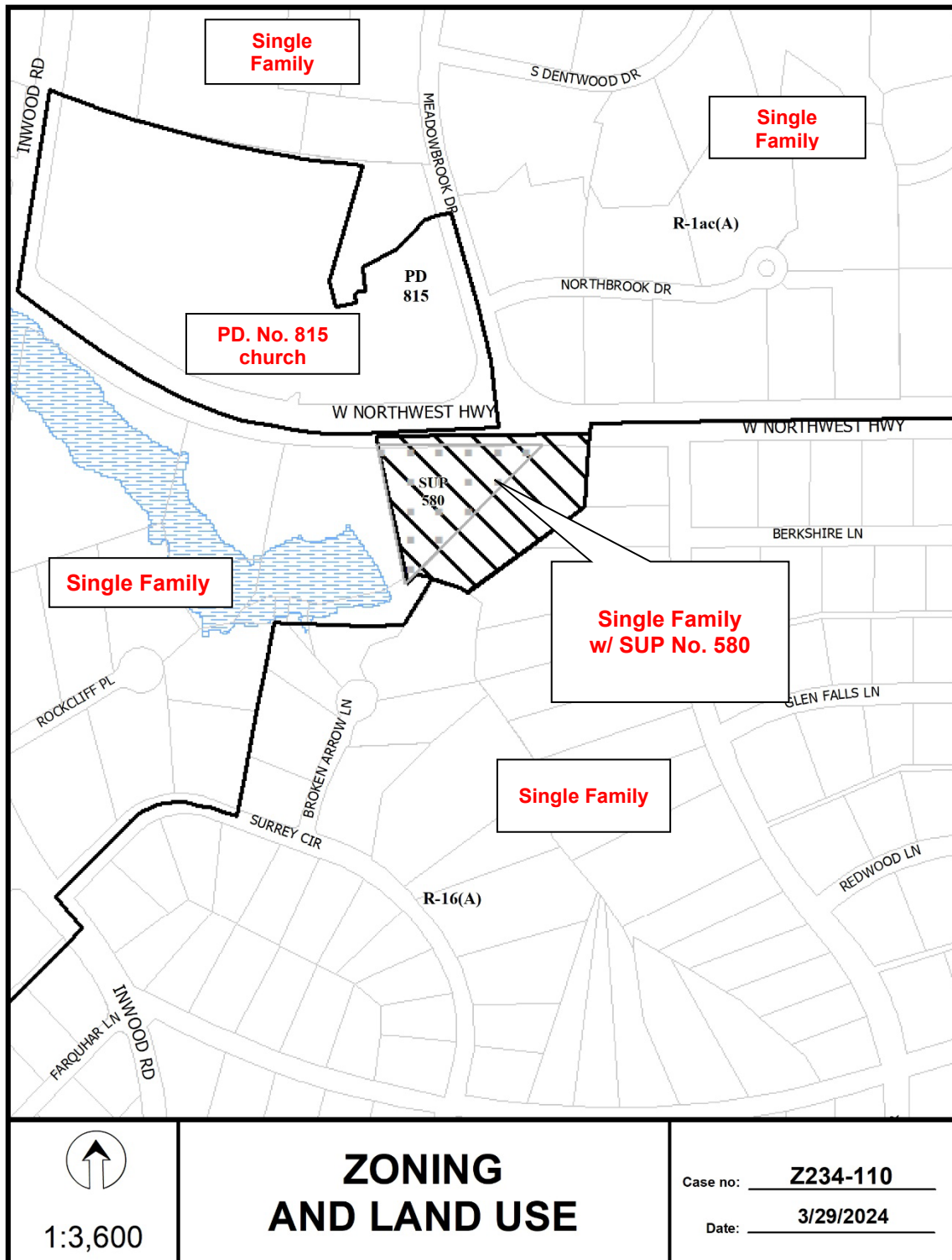


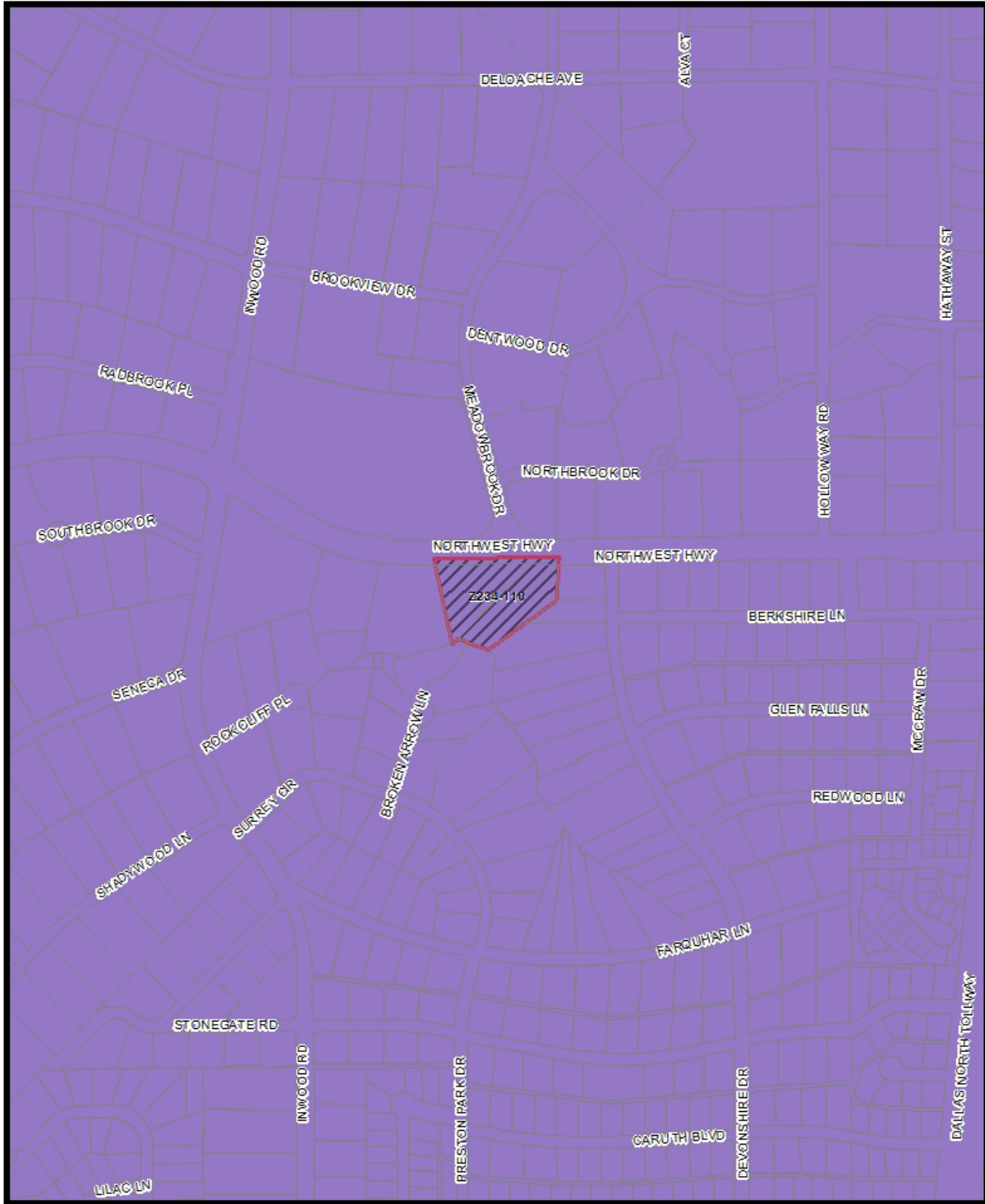
1:3,600

AERIAL MAP

Case no: Z234-110

Date: 3/29/2024





Market Value Analysis A B C D E F G H I NA

 1:6,000

Market Value Analysis

Printed Date: 3/29/2024



03/28/2024

Notification List of Property Owners***Z234-110******37 Property Owners Notified***

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
1	5414 W NORTHWEST HWY	Taxpayer at
2	5500 W NORTHWEST HWY	5500 NWH LLC
3	5324 W NORTHWEST HWY	LOVERS LANE UNITED METHODIST CHURCH
4	9004 W NORTHWEST HWY	SHANAHAN DENNIS J
5	9004 W NORTHWEST HWY	AINSCOW DONALS G &
6	5339 SURREY CIR	TAYLOR CATHERINE 2016
7	5324 W NORTHWEST HWY	LOVERS LN UNITED METH CH
8	9122 INWOOD RD	LGL 5X5 TRUST THE &
9	5433 NORTHBROOK DR	THOMPSON JOE C JR
10	5455 NORTHBROOK DR	BLOCK PATRICE SANDUSKY
11	5430 NORTHBROOK DR	IVY CHRISTOPHER M &
12	5444 NORTHBROOK DR	NIE INVESTMENTS LLC
13	5460 NORTHBROOK DR	BOWLBY ROBERT J & SARAH C
14	5712 BERKSHIRE LN	BLAYLOCK RICHARD K & BARBARA B
15	5724 BERKSHIRE LN	HARTNETT JAMES JOSEPH JR
16	9110 DEVONSHIRE DR	HARTNETT EMILY
17	5711 BERKSHIRE LN	WYNNE JOAN J FAMILY LIVING TRUST
18	9143 DEVONSHIRE DR	CERBERUS REAL ESTATE HOLDINGS
19	9139 DEVONSHIRE DR	TURNER ALESIA COFFMAN
20	9131 DEVONSHIRE DR	CINDY LYNN DEVONSHIRE LLC
21	9123 DEVONSHIRE DR	WILSON ADDISON III
22	5417 SURREY CIR	MICHAUD SUSAN H
23	5411 SURREY CIR	SAADA JEAN-CLAUDE T &
24	9024 BROKEN ARROW LN	LIDJI BRIAN M & FAY H
25	9030 BROKEN ARROW LN	JONES JEFFREY L & PATTIE M
26	9035 BROKEN ARROW LN	MUTCH RUTH O'DONNELL

Z234-110(LC)

03/28/2024

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
27	9035 BROKEN ARROW LN	AINSCOW DONALD G
28	9029 BROKEN ARROW LN	AINSCOW DONALD G &
29	9200 INWOOD RD	LOVERS LANE UNITED
30	9230 MEADOWBROOK DR	BENNERS FREDERICK H JR
31	5420 NORTHBROOK DR	MAHONEY MICHAEL H
32	5723 BERKSHIRE LN	ROSS SCOTT
33	9107 DEVONSHIRE DR	SCB REAL ESTATE INVESTMENT INC
34	9115 DEVONSHIRE DR	ROSEN JONATHAN & JORDAN DICKIE
35	9035 DEVONSHIRE DR	SANDS STEPHEN STORM
36	9016 BROKEN ARROW LN	SAADA JEAN CLAUDE & ELIZABETH
37	9019 BROKEN ARROW LN	MCCLURE JAMES S &