



January 23, 2026

Bryant Thompson
City of Dallas Board of Adjustment

RE: BOA-25-000103
Northwood Club – height variance

My firm represents Northwood Club, located at 6524 Alpha Road, in a height variance application. Please accept this additional information when considering this application.

Northwood Club is planning to rebuild its existing clubhouse, which was originally constructed in 1953 and is approximately 60,000 square feet of floor area. The proposed clubhouse will remain in the same location and at approximately the same square footage as the current building. In order to provide modern interior ceiling heights within the new building and to appropriately screen rooftop mechanical equipment, the building height will be 43 feet tall.

Because portions of the clubhouse include an exposed basement level, the average grade around the building is significantly lower than the finished grade at the main entrance. Chapter 51A measures building height from average grade, and there is no adjustment or credit for partially exposed basement levels. As a result, this site condition causes the building's zoning height to be materially greater than its apparent height and functional scale.

If height were measured from the finished grade at the primary entrance elevation, the proposed clubhouse would comply with the height regulation and no variance would be required. From the front of the building, the clubhouse will appear as a two-story structure. The variance is only triggered because of the existing topography and the manner in which the zoning ordinance defines height.

The property contains approximately ten feet of grade change across the building footprint. This natural topography is a permanent physical condition of the site and not a circumstance created by the applicant. The design takes advantage of this grade change to create a functional basement level while minimizing the apparent height and mass of the building. However, under the City's height measurement methodology, this same grade change results in an inflated zoning height calculation.

This creates a site-specific hardship because the property is uniquely impacted by Chapter 51A's height definition due to the existing grade differential and the partially exposed basement condition. The height regulation therefore restricts reasonable redevelopment of the existing clubhouse in a manner that is consistent with its historic scale and function.

The zoning classification for the property is Country Club with Private Membership, authorized by SUP No. 123. By definition, this land use requires both a clubhouse and a golf course functioning together as an integrated facility. While the property contains approximately 82 acres, the clubhouse location, orientation, and grade relationship are dictated by the operational needs of the golf course and cannot be freely relocated or reconfigured without creating a cascading, negative impact on course design, drainage, circulation, and overall club operations.

Redesigning the clubhouse solely to conform to the height limit would require either raising finished grades to artificially increase average grade, eliminating functional basement space and losing square footage, or significantly reducing ceiling heights. Each of these options would undermine the functionality and long-term viability of the facility without providing any corresponding public benefit.

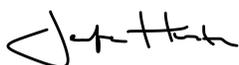
The requested variance is the minimum necessary to allow redevelopment of the clubhouse in its existing location and footprint while maintaining compatibility with the site's topography and operational needs. It allows the building to function as intended without increasing its visual impact, expanding its footprint, or bringing it closer to adjacent residential properties. The variance preserves the established scale and character of the site while allowing compliance with modern building code, accessibility, mechanical, and life-safety requirements.

We believe it is important to note this proposal was also carefully designed with the surrounding neighborhood in mind. Mature trees around the clubhouse will be preserved, the building will not move any closer to nearby residential properties, and the project avoids expanding or relocating the clubhouse in a way that would disrupt its long-standing relationship with the community. Modernizing the clubhouse will help ensure the longevity of Northwood Club while respecting its existing setting.

Please also accept updated site plan and elevations. We have simplified the site plan for readability, grades have been added at the corners of the building and added average grade references on the elevation to properly convey the height in accordance with zoning definitions.

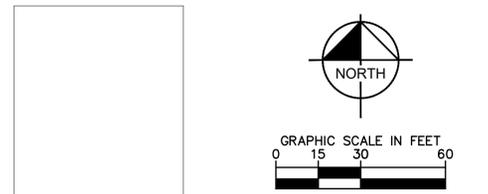
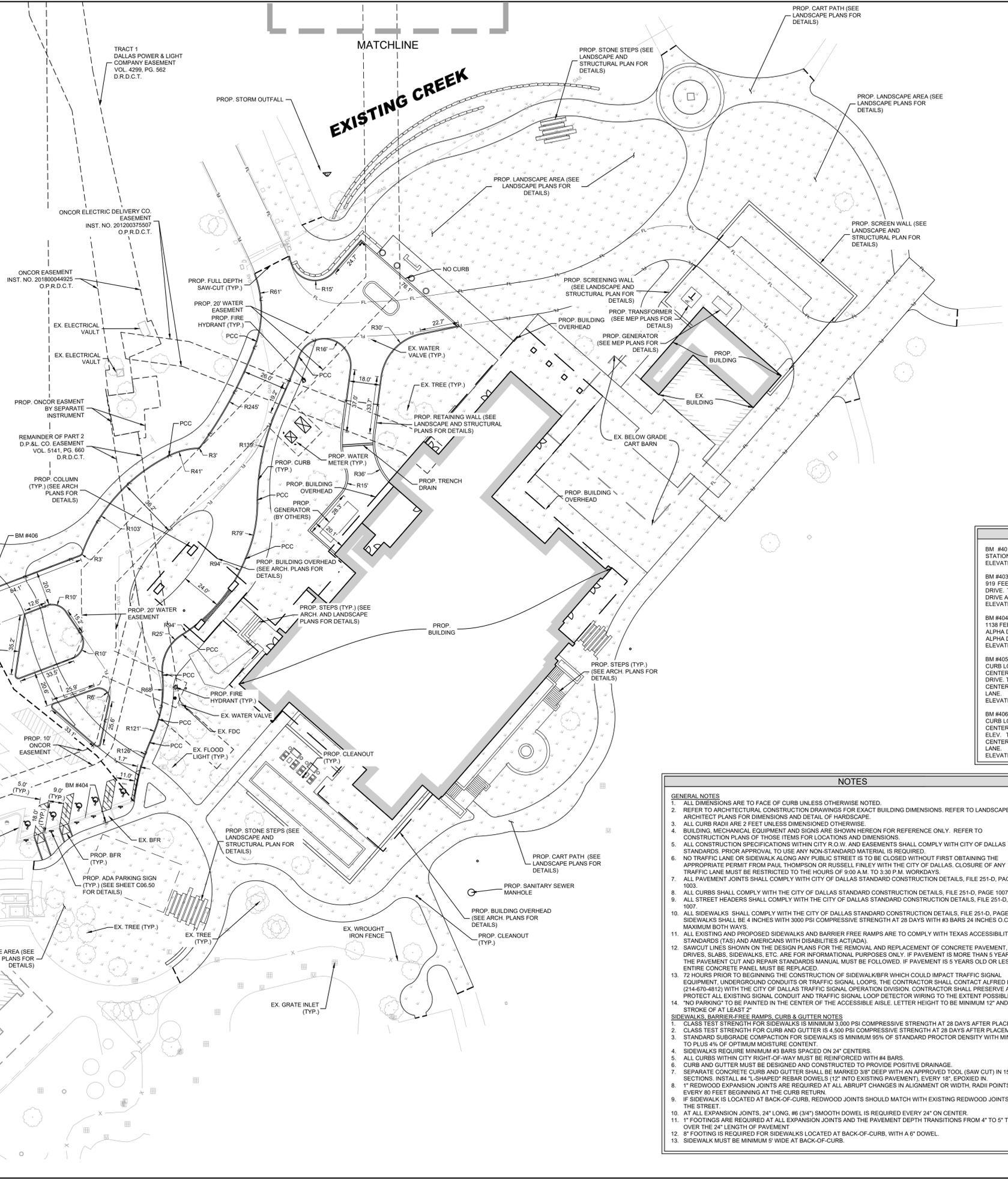
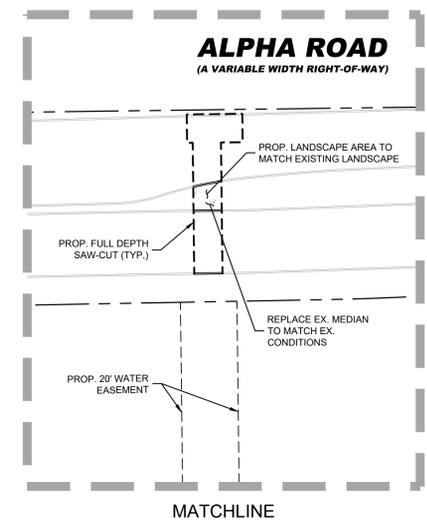
Please feel free to contact me at 469-275-2414 or jennifer@buzzurbanplanning.com if you have any questions or concerns. Thank you for your time and consideration. We respectfully request your support of this application.

Sincerely,



Jennifer Hiromoto

Plotted By: Moore, Connor Sheet: Set: kha Layout: C-101 November 05, 2025 04:25:56pm K:\DAL_Civil\060009901-Northwood Terrace\Northwood Clubhouse\PlanSheets\C-Dimc.dwg
 This document, together with the concepts and designs presented herein, is intended only for the specific purpose and client for which it was prepared. Reuse of and improper reliance on this document without written authorization and adaptation by Kimley-Horn and Associates, Inc. shall be without liability to Kimley-Horn and Associates, Inc.



LEGEND

- PROPERTY LINE
- - - EASEMENT LINE
- - - SAWCUT LINE
- [Hatched Box] EXISTING BUILDING
- [Solid Box] PROPOSED BUILDING
- [Dotted Box] EXISTING CONCRETE
- [Dotted Box] EXISTING ASPHALT
- [Dotted Box] PROPOSED LANDSCAPE AREA. SEE LANDSCAPE PLANS FOR DETAILS.

BENCHMARKS LIST

BM #401: A CITY OF DALLAS WATER UTILITIES BENCHMARK STATION 15-R-65. ELEVATION = 530.30'

BM #403: A SQUARE W/ "X" CUT SET ON TOP OF CURB LOCATED ± 919 FEET EAST OF CENTERLINE OF HUGHES LANE AND ALPHA DRIVE. THE BM IS ± 114' SOUTH OF THE CENTERLINE OF ALPHA DRIVE AND HUGHES LANE. ELEVATION = 569.65'

BM #404: A SQUARE W/ "X" CUT SET ON TOP OF CURB LOCATED ± 1138 FEET EAST OF THE CENTERLINE OF HUGHES LANE AND ALPHA DRIVE AND IS ± 577 FEET SOUTH OF THE CENTERLINE OF ALPHA DRIVE AND HUGHES LANE. ELEVATION = 569.95'

BM #405: A SQUARE W/ "X" CUT SET ON TOP OF CURB LOCATED ± 876 FEET EAST OF THE CENTERLINE OF HUGHES LANE AND ALPHA DRIVE. THE BM IS ± 843 FEET SOUTH OF THE CENTERLINE OF ALPHA DRIVE AND HUGHES LANE. ELEVATION = 565.75'

BM #406: A SQUARE W/ "X" CUT SET ON TOP OF CURB LOCATED ± 1095 FEET EAST OF THE CENTERLINE OF HUGHES LANE AND ALPHA DRIVE. THE BM IS ± 422 FEET SOUTH OF THE CENTERLINE OF ALPHA DRIVE AND HUGHES LANE. ELEVATION = 566.79'

CITY OF DALLAS INFRASTRUCTURE NOTES

- ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION FOR NORTH CENTRAL TEXAS, LATEST EDITION, AND THE CITY OF DALLAS DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION ADDENDUM.
- DURING THE CONSTRUCTION OF THESE IMPROVEMENTS, ANY INTERPRETATION OF THE STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION FOR NORTH CENTRAL TEXAS, AND ANY MATTER WHICH REQUIRES THE APPROVAL OF THE OWNER, MUST BE APPROVED BY THE DIRECTOR OF PUBLIC WORKS AND TRANSPORTATION OR HIS DESIGNEE BEFORE ANY CONSTRUCTION INVOLVING THAT DECISION COMMENCES. ASSUMPTIONS ABOUT WHAT THESE DECISIONS MIGHT BE WHICH ARE MADE DURING THE BIDDING PHASE WILL HAVE NO BEARING ON THE DECISION.
- FOR ADJUSTMENT OF DALLAS WATER UTILITIES APPURTENANCES OR TO VERIFY LOCATIONS OF EXISTING WATER AND WASTEWATER MAINS IN AREA, CALL (214) 670-1770 AT LEAST THREE (3) WORKING DAYS PRIOR TO CONSTRUCTION.
- STREETS, ALLEYS, SIDEWALKS, DRIVEWAYS, AND STORM DRAINAGE FACILITIES IN THE PUBLIC RIGHT-OF-WAY SHALL BE CONSTRUCTED IN CONFORMANCE WITH THE CITY OF DALLAS, STANDARD CONSTRUCTION DETAILS, FILE 251-D, LATEST EDITION.
- ALL CONCRETE FOR PAVEMENT SHALL BE 4,000 PSI FOR MACHINE FINISH AND 4,500 PSI IF IT IS NECESSARY FOR HAND FINISH.

CONTRACT INFORMATION

CONTRACT NO. _____ DATE _____

CONTRACTOR _____

REVISIONS

REV NO.	DATE	DESCRIPTION	BY

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Kimley-Horn
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 13455 NOEL ROAD, TWO GALLERIA OFFICE TOWER, SUITE 700, DALLAS, TEXAS 75240
 WWW.KIMLEY-HORN.COM

DIMENSION CONTROL PLAN

NORTHWOOD CLUB
 SOUTHEAST CORNER OF ALPHA RD & HUGHES LN

DEVELOPMENT SERVICES
 CITY OF DALLAS, DALLAS COUNTY, TEXAS

REVIEWED BY:	DRAWN BY:	DATE	FILE	NUMBER	SHEET
SPA	AJP	11/03/2025			C05.01

NOTES

GENERAL NOTES

- ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
- REFER TO ARCHITECTURAL CONSTRUCTION DRAWINGS FOR EXACT BUILDING DIMENSIONS. REFER TO LANDSCAPE ARCHITECT PLANS FOR DIMENSIONS AND DETAIL OF HARDSCAPE.
- ALL CURB RADII ARE 2 FEET UNLESS DIMENSIONED OTHERWISE.
- BUILDING, MECHANICAL EQUIPMENT AND SIGNS ARE SHOWN HEREON FOR REFERENCE ONLY. REFER TO CONSTRUCTION PLANS OF THESE ITEMS FOR LOCATIONS AND DIMENSIONS.
- ALL CONSTRUCTION SPECIFICATIONS WITHIN CITY R.O.W. AND EASEMENTS SHALL COMPLY WITH CITY OF DALLAS STANDARDS. PRIOR APPROVAL TO USE ANY NON-STANDARD MATERIAL IS REQUIRED.
- NO TRAFFIC LANE OR SIDEWALK ALONG ANY PUBLIC STREET IS TO BE CLOSED WITHOUT FIRST OBTAINING THE APPROPRIATE PERMIT FROM PAUL THOMPSON OR RUSSELL FINLEY WITH THE CITY OF DALLAS. CLOSURE OF ANY TRAFFIC LANE MUST BE RESTRICTED TO THE HOURS OF 9:00 A.M. TO 3:30 P.M. WORKDAYS.
- ALL PAVEMENT JOINTS SHALL COMPLY WITH CITY OF DALLAS STANDARD CONSTRUCTION DETAILS, FILE 251-D, PAGE 1003.
- ALL CURBS SHALL COMPLY WITH THE CITY OF DALLAS STANDARD CONSTRUCTION DETAILS, FILE 251-D, PAGE 1007.
- ALL STREET HEADERS SHALL COMPLY WITH THE CITY OF DALLAS STANDARD CONSTRUCTION DETAILS, FILE 251-D, PAGE 1007.
- ALL SIDEWALKS SHALL COMPLY WITH THE CITY OF DALLAS STANDARD CONSTRUCTION DETAILS, FILE 251-D, PAGE 1015. SIDEWALKS SHALL BE 4 INCHES WITH 3000 PSI COMPRESSIVE STRENGTH AT 28 DAYS WITH #3 BARS 24 INCHES O.C. MAXIMUM BOTH WAYS.
- ALL EXISTING AND PROPOSED SIDEWALKS AND BARRIER FREE RAMP ARE TO COMPLY WITH TEXAS ACCESSIBILITY STANDARDS (TAS) AND AMERICANS WITH DISABILITIES ACT (ADA).
- SAWCUT LINES SHOWN ON THE DESIGN PLANS FOR THE REMOVAL AND REPLACEMENT OF CONCRETE PAVEMENT, DRIVES, SLABS, SIDEWALKS, ETC. ARE FOR INFORMATIONAL PURPOSES ONLY. IF PAVEMENT IS MORE THAN 5 YEARS OLD, THE PAVEMENT CUT AND REPAIR STANDARDS MANUAL MUST BE FOLLOWED. IF PAVEMENT IS 5 YEARS OLD OR LESS, THE ENTIRE CONCRETE PANEL MUST BE REPLACED.
- 72 HOURS PRIOR TO BEGINNING THE CONSTRUCTION OF SIDEWALK/BFR WHICH COULD IMPACT TRAFFIC SIGNAL EQUIPMENT, UNDERGROUND CONDUITS OR TRAFFIC SIGNAL LOOPS, THE CONTRACTOR SHALL CONTACT ALFRED LEMON (214-670-4812) WITH THE CITY OF DALLAS TRAFFIC SIGNAL OPERATION DIVISION. CONTRACTOR SHALL PRESERVE AND PROTECT ALL EXISTING SIGNAL CONDUIT AND TRAFFIC SIGNAL LOOP DETECTOR WIRING TO THE EXTENT POSSIBLE.
- NO PARKING TO BE PAINTED IN THE CENTER OF THE ACCESSIBLE AISLE. LETTER HEIGHT TO BE MINIMUM 12" AND A STROKE OF AT LEAST 2"

SIDEWALKS, BARRIER-FREE RAMP, CURB & GUTTER NOTES

- CLASS TEST STRENGTH FOR SIDEWALKS IS MINIMUM 3,000 PSI COMPRESSIVE STRENGTH AT 28 DAYS AFTER PLACEMENT.
- CLASS TEST STRENGTH FOR CURB AND GUTTER IS 4,500 PSI COMPRESSIVE STRENGTH AT 28 DAYS AFTER PLACEMENT.
- STANDARD SUBGRADE COMPACTION FOR SIDEWALKS IS MINIMUM 95% OF STANDARD PROCTOR DENSITY WITH MINUS 2% TO PLUS 4% OF OPTIMUM MOISTURE CONTENT.
- SIDEWALKS REQUIRE MINIMUM #3 BARS SPACED ON 24" CENTERS.
- ALL CURBS WITHIN CITY RIGHT-OF-WAY MUST BE REINFORCED WITH #4 BARS.
- CURB AND GUTTER MUST BE DESIGNED AND CONSTRUCTED TO PROVIDE POSITIVE DRAINAGE.
- SEPARATE CONCRETE CURB AND GUTTER SHALL BE MARKED 3/8" DEEP WITH AN APPROVED TOOL (SAW CUT) IN 15 FOOT SECTIONS. INSTALL #4 "L-SHAPED" REBAR DOWELS (12" INTO EXISTING PAVEMENT), EVERY 12", SPOKED IN OVER THE 24" LENGTH OF PAVEMENT.
- 1" REDWOOD EXPANSION JOINTS ARE REQUIRED AT ALL ABRUPT CHANGES IN ALIGNMENT OR WIDTH, RADI POINTS, OR EVERY 80 FEET BEGINNING AT THE CURB RETURN.
- IF SIDEWALK IS LOCATED AT BACK-OF-CURB, REDWOOD JOINTS SHOULD MATCH WITH EXISTING REDWOOD JOINTS IN THE STREET.
- AT ALL EXPANSION JOINTS, 24" LONG, #6 (3/4") SMOOTH DOWEL IS REQUIRED EVERY 24" ON CENTER.
- 1" FOOTINGS ARE REQUIRED AT ALL EXPANSION JOINTS AND THE PAVEMENT DEPTH TRANSITIONS FROM 4" TO 5" THICK, OVER THE 24" LENGTH OF PAVEMENT.
- 8" FOOTING IS REQUIRED FOR SIDEWALKS LOCATED AT BACK-OF-CURB, WITH A 6" DOWEL.
- SIDEWALK MUST BE MINIMUM 5' WIDE AT BACK-OF-CURB.

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PRELIMINARY
 FOR REVIEW ONLY NOT FOR CONSTRUCTION OR PERMIT PURPOSES.

Kimley-Horn
 Engineer SEAN P. ALEXANDER
 P.E. No. 154333
 Date 11/03/2025

C05.01



604.83' Top of Fascia

598.55 36' above Average Grade

562.55 Average Grade



JACKSON WALKER L.L.P.
ATTORNEYS & COUNSELORS

Jonathan G. Vinson
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(214) 661-6809 (Direct Fax)
jvinson@jw.com

June 11, 2009

Mr. Phil Sikes
Assistant Building Official
Building Inspection Division
Department of Development Services
City of Dallas
320 East Jefferson Boulevard, Room 205
Dallas, Texas 75203

Re: Status of Northwood Club, 6524 Alpha Road

Dear Mr. Sikes:

This letter is to follow up on our recent discussion among you, Ms. Jennifer Hirimoto, Susan Mead of our office, Larry Good of Good, Fulton & Farrell Architects, and me, on the current status of the Northwood Club at 6524 Alpha Road with regard to the specific issues mentioned below.

First, your office has determined that no change or modification in the existing zoning is necessary for the continuation of this use. This use is located in R-1/2ac(A) zoning, and is the holder of a Specific Use Permit, designated as S.U.P. No. 123. It is our understanding that S.U.P. No. 123 is derived from an original "Special Permit" which was issued by the City of Dallas at some point prior to the current Development Code and currently revised Zoning Maps. As we also discussed, neither City Staff nor we have been able to locate any S.U.P. ordinance, conditions or Site Plan for S.U.P. No. 123. Therefore, S.U.P. No. 123 is shown only on the Zoning Map and is deemed to have a permanent time period, without any conditions or S.U.P. Site Plan.

Second, your office has determined that this site qualifies as a "legal building site" pursuant to Section 51A-4.601(a)(2) of the Dallas Development Code, specifically in that it appears that this was separately owned, and this use was present at this location, prior to annexation by the City of Dallas. Therefore, because this site qualifies as a legal building site pursuant to that Subsection, no platting of the subject property is necessary.

Third, we have also determined that a parking variance of 99 parking spaces was granted by the City of Dallas Zoning Board of Adjustment under BDA No. 77-299/4393 on December 6, 1977. It appears to us that from that time going forward, numerous Building Permits have been issued by the City of Dallas for additional construction of accessory buildings for this use, based, at least in part, on the granting of that parking variance. We note that one condition was applied

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901 Main Street, Suite 6000 • Dallas, Texas 75202 • (214) 953-6000 • fax (214) 953-5822

Mr. Phil Sikes
June 11, 2009
Page 2

to the grant of the parking variance, that is, it was "granted on a two year basis" at which time there was to be a "review of the parking" (January 30, 1978, letter from Jim Self, Board Administrative Coordinator, *copy attached*). On February 13, 1980, Ronald A. Young, P.E., Project Manager, Development Activities, for the City of Dallas, wrote in a Memorandum (*copy attached*) to Ray Couch in Building Inspection that "during our field inspection the 342 existing parking spaces seem to adequately serve the subject facility". Further, based on the fact that variances, once granted, "run with the land" and are effective once a permit necessary to effect the variance is applied for within 180 days, which was done in this instance, your office agrees that this variance continues to be in effect today.

Fourth, this use can continue to utilize the required parking ratio for the "Country club with private membership" use which was in effect at the time of origination of the use for all currently existing structures, rather than that under Chapter 51A of the *Dallas Development Code* as amended from time to time.

Because of the long history of this site, we believe it is advisable for all parties to memorialize all of the foregoing points of agreement with your office for future permitting purposes. Assuming that all of the foregoing statements are accurate and that your office is in agreement with the foregoing, we would very much appreciate it if you would sign this letter in the space provided below to indicate the concurrence of the Building Inspection Division with the foregoing statements. Thank you very much for your assistance with this.

Very truly yours,


Jonathan G. Vinson

AGREED ON JUNE 17, 2009
City of Dallas
Department of Development Services
Building Inspection Division

By: 
Philip Sikes
Assistant Building Official

JGV:rss



CITY OF DALLAS

January 30, 1978

Northwood Club
by Harry J. Gray
6524 Alpha Road
Dallas, Texas 75240

RF: Board of Adjustment
BDA 77-299/4393

Dear Sir:

The Board of Adjustment at its regularly scheduled meeting on December 6, 1977, granted your application for a permit to erect a chain link fence along both sides of Alpha Road and construct a one story tennis shop and locker room facility containing approximately 2500 square feet and four tennis courts on property located at 6524 Alpha Road, subject to the following conditions:

1. That in line with the memorandum from the City of Dallas regarding existing and/or proposed fence in front, that the Northwood Country Club will relocate the fence in case of any future widening of Alpha Road.
2. That the owners sign an instrument of agreement with the City of Dallas that they will not hold the City liable in the event of any flooding on the property.
3. That in granting this variance the Board requests that the Country Club erect a 6' high fence on the property line bordering the South line of the Country Club, same being on the North line of residential lot owned by the Club.
4. That the parking variance be granted on a two year basis at which time the owners must re-apply and come back before the Board for review of the parking.

Please see Mr. David O'Brien in the Building Inspection Office at 1500 W. Mockingbird Lane to get your building permit which must be obtained within 90 days or prior to March 6, 1978, under Board of Adjustment approval.

If I may be of assistance to you in this matter, please feel free to contact me at 670-4206.

Sincerely yours,

A handwritten signature in cursive script that reads "Jim Self".

Jim Self, Administrative Coordinator
Board of Adjustment, City of Dallas

JS:vg

cc: David O'Brien, Building Inspection
1500 W. Mockingbird, Dallas, Texas

Memorandum



CITY OF DALLAS

DATE

TO February 13, 1980

SUBJECT Ray Couch
Bldg. Inspection

B.D.A. #77-299/4333
6524 Alpha Road

During our field inspection the 342 existing parking spaces seem to adequately serve the subject facility. The valet parking concept shown on the attached plan did not seem to be in existence.

Ronald A. Young, P. E.
Project Manager
Development Activities

AH/km
attachment

cc: Jim Self
File