



**City of Dallas**

# Briefing on the Development Code Amendment, “Postponements,” Section 51A-4.701(e)

**City Council Briefing  
August 6, 2025**

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# Request



Consideration of an amendment to the Dallas Development Code to remove Section 51A-4.701(e) Postponements and shift requests for postponements to City Plan Commission and/or City Council public hearings.



# Purpose



- Promote greater transparency and fairness within the zoning process.
- Allow requests for postponements to be debated and decided in public.
- Improve efficiency in processing zoning cases and reduce delays in the implementation of area plans.
- Add greater predictability to case processing times.
- Reduce confusion due to multiple mailouts.
- Minimize duplicative expenses on the City caused by renotification costs.



# Existing Code Overview



## Section 51A-4.701(e) Postponements:

- Applicant and opposition within the area of notification may request postponement of a scheduled public hearing by paying a fee of \$150 and submitting a formal letter of request to the Director of PDD that sets forth the grounds for the postponement.
- Postponements are automatic with receipt of the fee and letter of request.
- One postponement is allowed prior to CPC and one prior to City Council, and the request may be for 4-weeks or more in the future.
- Made after notices are sent and must be submitted no later than 5:00 pm on the Monday preceding the week of the hearing.
- **Triggers the requirement for another newspaper notice and a second mailout to announce the postponement and new meeting date.**





# Existing Code Process Rezoning Cases



## CPC

Notification deadline: 13 days prior to CPC – Friday before CPC  
(the code requires 10 days)

**notification letters\*\* mailed and DMN ad published**

CPC postponement deadline for the public – Monday, week before CPC, 10 days prior

### **1-day window**

postponement fee (\$150) + notification letter received

Tuesday - next day postponement notification run - *1 day for processing*

notification letters mailed and DMN ad published

Thursday – CPC Agenda docket published



# Existing Code Process Rezoning Cases



## City Council

Notification deadline: 19 days prior to CC – 2<sup>nd</sup> Friday prior to CC  
(the code requires 15 days)

**notification letters\*,\*\* mailed and DMN ad published**

CC postponement deadline for the public – Monday, week before CC, 10 days prior

### **9-day window**

postponement fee (\$150) + notification letter received

Tuesday - next day postponement notification run - *1 day for processing*

notification letters mailed and DMN ad published

Agenda item deleted from CC Agenda

Friday – CC Agenda docket published

*\*\*changes in state law*



# Individual Zoning Case Examples 2019-2025



## Individual rezoning cases with paid postponements

- Methodist Hospital, D1
- Salvation Army, D6
- Cases in Uptown and Oak Lawn area – PD 193, D14 (Lemmon Ave.; Cedar Springs)
- St Michael and All Angels in Preston Center, D13
- Walnut Hill Career Institute, DISD, D13
- Episcopal School of Dallas School Campus, D13
- CD 11, D14
- Shoreline, D9
- Pepper Square, D11
- Few SUPs for cell towers





# Existing Code Impact – Numbers

## 2019-2025 Individual Zoning Cases

No. rezoning cases in total	1,415
No. cases with paid postponements	min. 23 2021: 8 cases were postponed by opposition
Cases with paid postponements by the applicant	7 2 ended up being withdrawn
Stage for the paid postponement	at CPC: 6 cases at CC: 14 cases at both: 3 cases
Cases held by the body	by CPC: 4 cases by CC: 2 cases by both: 4 cases Most times a case was held: 8 times





# Existing Code Impact – Numbers



## 2019-2025 Individual Zoning Cases

Cases with over 30 letters in support	7
Cases with over 30 letters in opposition	8
Cases with 20% opposition needing $\frac{3}{4}$ vote to pass at CC	6
Cases w CPC recommendation of denial	2
Cases denied by CC	1
Cases with community meetings held by applicant	At least 15



# Existing Code Impact – Numbers



## 2019-2025 Individual Zoning Cases

	average	least	most
Total reply forms sent in the notification area	138	15	871
Reply forms in support	27	0	169
Reply forms in opposition	57	0	652
No. community meetings held by applicant	11	1	35





# Existing Code Impact – Numbers

## 2019-2025 Individual Zoning Cases

	average (days)	least (days)	most (days)
<b>Timeframe for cases</b> (submittal to CC decision)	393	191	908
<b>Delayed by paid postponements</b>	42	28	81

<b>Costs for processing paid postponements</b>	overall (\$)	average (\$)	least (\$)	most (\$)
<b>Overall cost</b>	12,223	555	183	2,348
<b>News notice in Dallas Morning News</b>	7,768	353	173	1,451
<b>Notification letters</b>	4,515	205	16	898
<b>Staff time</b>	avg 6 hours; 5 staff			



# Existing Code Impact: Authorized Hearings



## 2019-2025

<b>No. of AH cases in total</b>	13
<b>No. cases with paid postponements</b>	5 (38%)
<b>Cases with paid postponements by the applicant</b>	N/A
<b>Stage for the paid postponement</b>	at CPC: 1 case at CC: 1 case at both: 3 cases
<b>Cases held by the body</b>	by CPC: 2 cases by CC: 0 cases by both: 0 cases



# Existing Code Impact: Authorized Hearings



## Of the 5 Cases Postponed:

	average	least	most
Days added due to postponements	60	56	64
Number of mailouts	884	118	2,382
Number of community meetings	9	3	16

Costs for processing paid postponements	overall (\$)	average (\$)	least (\$)	most (\$)
News notice in Dallas Morning News	3,857	771	388	1,579
Notification letters	8,638	1,728	120	4,859
Overall cost	12,495			





## Other cities



Review of postponement procedures of several jurisdictions in Texas including Arlington, Garland, Grapevine, San Antonio, Plano, Irving, and Austin.

- There is a mix of how postponements are addressed, but the majority defer the decision-making authority over postponements to the governing bodies.
- In cases where there is the option for an administrative decision, the request for postponement must either be made prior to noticing for a public hearing or the requestor is responsible for any costs or fees associated with the postponement.



# Benefits of the Proposal



## Greater Transparency and Clarity

- Daylights the conversation to the public hearing where the rationale for a postponement may be discussed in public.
- If granted, a new “date certain” is set at the public hearing and a confusing second mailout is not required.

## Fiscally Responsible

- With a new date certain set at the public hearing, additional mailouts and newspaper notices are not required. No fee for applicants or property owners in the area.

## Time Sensitive and Increases Predictability

- The proposal does not eliminate the option to request a postponement, rather requires requests and decisions be debated at the public hearing.



# Potential Alternatives



- Leave the code as is with the addition of a cost recovery mechanism, specifically for individual zoning cases.
- Rewrite/amend the existing code to allow one automatic postponement by the body if a certain percentage of property owners within the area of notification submit a petition.



# Proposal and Next Steps



- Strike Section 51A-4.701(e) “Postponements” of the Dallas Development Code, and shift requests for postponements to City Plan Commission and/or City Council public hearings.
- **August 13, 2025:** Public hearing and consideration of the proposed code amendment.







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