

FILE NUMBER: BOA-26-000006(JG)

BUILDING OFFICIAL'S REPORT: Application of Luis Perez for **(1)** a special exception to the single-family use regulations, and for **(2)** a variance to the floor area for structures accessory to single family use regulations at **3520 MEADOW STREET**. This property is more fully described as Block 1/1540, Lot 3, and is zoned PD-595 (R-5(A)) and H/100, which limits the number of dwelling units to one, and 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 an additional dwelling unit (not for rent), which will require **(1)** a special exception to the single-family use regulations, and to construct and/or maintain a single family residential accessory structure with 335 square feet of floor area, which will require **(2)** a 49 square foot variance to the floor area for structures accessory to single family use regulations.

LOCATION: 3520 Meadow Street

APPLICANT: Luis Perez

REQUEST:

- (1) A special exception to the single-family use regulations; and
- (2) A variance to the floor area for structures accessory to single-family use regulations.

STANDARD FOR A SPECIAL EXCEPTION TO THE SINGLE-FAMILY USE REGULATIONS:

Section 51A-4.209(b)(6)(E)(i) of the Dallas Development Code states that the board may grant a special exception to authorize an additional dwelling unit on a lot when, in the opinion of the board, the additional dwelling unit **will not**:

- 1) **be used as rental accommodations**; or
- 2) **adversely affect neighboring properties.**

Section 51A-4.209(b)(6)(E)(ii) states that in granting this type of special exception, the board shall require the applicant to deed restrict the subject property to prevent the use of the additional dwelling unit as rental accommodations.

STANDARDS OF REVIEW FOR A VARIANCE:

Section 51A-3.102(d)(10) of the Dallas Development Code specifies that the board has the power to grant variances from the front yard, side yard, rear yard, lot width, lot depth, lot coverage, **floor area for structures accessory to single-family uses**, height, minimum sidewalks, off-street parking or off-street loading, or landscape regulations provided that the variance is:

- (A) **not contrary to the public interest** when owing to special conditions, a literal enforcement of this chapter would result in unnecessary hardship, and so that the spirit of the ordinance will be observed, and substantial justice done.

- (B) necessary to permit development of a specific parcel of land that differs from other parcels of land by being of such a **restrictive area, shape, or slope**, that it cannot be developed in a manner commensurate with the development upon other parcels of land with the same zoning; and
- (C) **not granted to relieve a self-created or personal hardship**, nor for financial reasons only, nor to permit any person a privilege in developing a parcel of land not permitted by this chapter to other parcels of land with the same zoning.

SECTION 51A-3.102(d)(10)(B) :

Dallas Development Code § 51A-3.102(d)(10)(B), allows for the board to use their discretion and consider the following as grounds to determine whether the portion of the variance standard of compliance with the ordinance as applied to a structure would result in unnecessary hardship:

- (i) the financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under Section 26.01 of the Texas Tax Code.
- (ii) compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development is authorized to physically occur.
- (iii) compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement.
- (iv) compliance would result in the unreasonable encroachment on an adjacent property or easement; or
- (v) the municipality considers the structure to be a nonconforming structure.

STAFF RECOMMENDATION:

Special exception to the single-family use regulations:

No staff recommendation is made on this request.

Variance to the floor area for structures accessory to single-family use regulations:

Denial.

Rationale: Based upon evidence presented and provided by the applicant, staff concluded that the site is:

- A. Not contrary to the public interest, as letters of opposition were not received and adjacent neighbor(s) appear to have accessory structure(s) in their rear yard(s).
- B. Lot does not appear to differ from other parcels of land by being of such a restrictive area, shape, or slope that would prevent it from being developed in a manner commensurate with the development of other parcels of land with the same zoning.
- C. Appears to be a self-created or personal hardship due to the design of the ADU and the dimensions of the lot.

BACKGROUND INFORMATION:

Zoning:

<u>Site:</u>	PD-595 (R-5(A)), Wheatley Place Historic District (Overlay)
<u>North:</u>	PD-595 (R-5(A))
<u>East:</u>	PD-595 (R-5(A))
<u>South:</u>	PD-595 (R-5(A)), Wheatley Place Historic District (Overlay)
<u>West:</u>	PD-595 (R-5(A)), Wheatley Place Historic District (Overlay)

Land Use:

The subject site is developed with a single-family home with surrounding properties sharing the same type development.

BDA History:

No BDA history has been found within the last 5 years.

GENERAL FACTS/STAFF ANALYSIS:

- The application of Luis Perez for the property located at 3520 Meadow Street focuses on two requests relating to a special exception to the single-family use regulations and a variance to the floor area for structures accessory to single-family use regulations.
- The first request is a special exception to the single-family use regulations. The property is zoned PD-595 (R-5(A)), which restricts the site to one dwelling unit. The applicant is proposing to construct and maintain an additional dwelling unit (not for rent).
- The second request is a variance to the floor area for structures accessory to single-family use regulations to permit an accessory structure that exceeds 25% of the main structure's floor area.
- As illustrated on the site, floor, and elevation plans, the applicant proposes to construct and/or maintain an additional dwelling unit (not for rent), which will require a special exception to the single-family use regulations, and to construct and/or maintain a single family residential accessory structure with 335 square feet of floor area (29% of the 1,149 square foot floor area of the main structure), which will require an approximately 49 square foot variance to the floor area for structures accessory to single-family use regulations.
- It is imperative to note that there is an existing one car garage, and the applicant is proposing to convert the garage into an ADU. The garage conversion is currently under review with the city's Residential department.
- Adjacent and neighboring properties appear to have like or similar rear structures as the subject site.
- The Dallas Development Code, single-family use regulations, states that only one dwelling unit may be located on a lot and that the Board of Adjustment may grant a special exception to this provision and authorize an additional dwelling unit on a lot when, in the

opinion of the board, the special exception will not: (1) be use as rental accommodations; or (2) adversely affect neighboring properties.

- The applicant has the burden of proof in establishing that the special exception to the single-family use regulations will not adversely affect the neighboring properties and will not be used as rental accommodations.
- Granting the special exception to the single-family use regulations with a condition that the applicant complies with the submitted site plan and elevations would require the proposal to be constructed as shown on the submitted documents.
- Granting the special exception to the single-family use regulations would also require the applicant to deed restrict the subject property to prevent the use of the additional dwelling unit as rental accommodations.
- The applicant has the burden of proof in establishing the following:
 - (i) That granting the variance to the area for structures accessory to single-family use regulations will not be contrary to the public interest when owing to special conditions, a literal enforcement of this chapter would result in unnecessary hardship, and so that the spirit of the ordinance will be observed, and substantial justice done.
 - (ii) The variance is necessary to permit development of a specific parcel of land that differs from other parcels of land by being of such restrictive area, shape, or slope, that it cannot be developed in a manner commensurate with the development upon other parcels of land with the same zoning; and
 - (iii) The variance would not be granted to relieve a self-created or personal hardship, nor for financial reasons only, nor to permit any person a privilege in developing a parcel of land not permitted by this chapter to other parcels of land with the same zoning.

CHAPTER 51A-3.102(d)(10)(B) :

Dallas Development Code § 51A-3.102(d)(10)(B), allows for the board to use their discretion and consider the following as grounds to determine whether the portion of the variance standard of compliance with the ordinance as applied to a structure would result in unnecessary hardship:

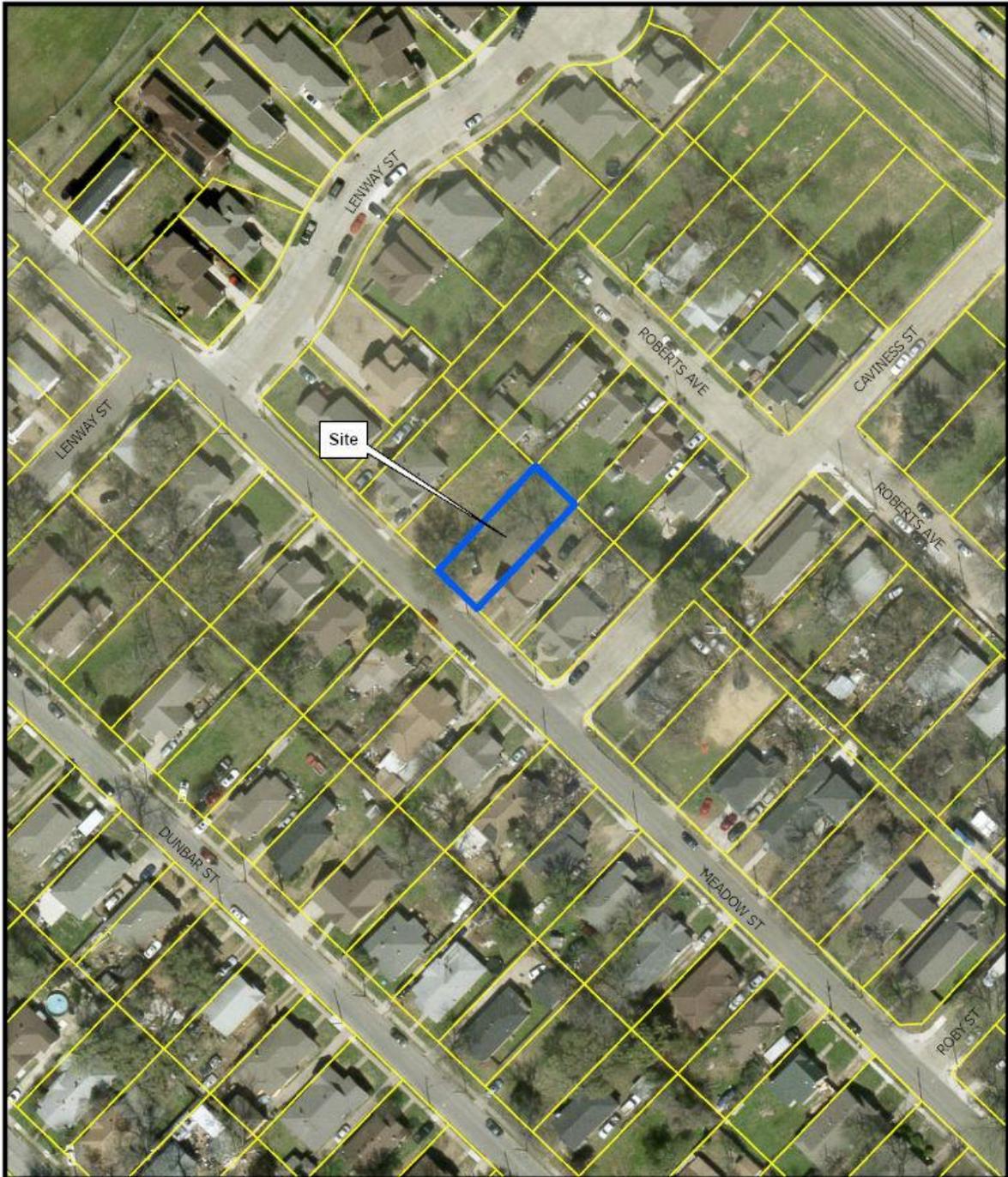
- (i) the financial cost of compliance is greater than 50 percent of the appraised value of the structure as shown on the most recent appraisal roll certified to the assessor for the municipality under Section 26.01 of the Texas Tax Code.
 - (ii) compliance would result in a loss to the lot on which the structure is located of at least 25 percent of the area on which development is authorized to physically occur.
 - (iii) compliance would result in the structure not being in compliance with a requirement of a municipal ordinance, building code, or other requirement.
 - (iv) compliance would result in the unreasonable encroachment on an adjacent property or easement; or
 - (v) the municipality considers the structure to be a nonconforming structure.
- Granting the variance to the floor area for structures accessory to single family use regulations with a condition that the applicant complies with the submitted site plan and

elevations, would require the proposal to be constructed as shown on the submitted documents.

- The applicant provided a letter to show that the financial cost of compliance would be greater than 50 percent of the appraised value of the structure.
- 200' Radius Video: [BOA-26-000006 at 3520 Meadow](#)

Timeline:

- January 28, 2026: The applicant submitted an “Application/Appeal to the Board of Adjustment” and related documents which have been included as part of this case report.
- February 5, 2026 The Board of Adjustment Administrator assigned this case to Board of Adjustment Panel **C**.
- February 26, 2026: The Planning and Development Senior Planner emailed the applicant with the following information:
- an attachment that provided the public hearing date and panel that will consider the application; the **February 24, 2026**, deadline to submit additional evidence for staff to factor into their analysis; and **March 6, 2026**, deadline to submit additional evidence to be incorporated into the board’s docket materials.
 - the criteria/standard that the board will use in their decision to approve or deny the request; and
 - the Board of Adjustment Working Rules of Procedure pertaining to documentary evidence.
- February 24, 2026: The Board of Adjustment staff review team meeting was held regarding this request and other requests scheduled for the **March** public hearings. Review team members in attendance included: Planning Manager, The Board of Adjustment Chief Planner/Board Administrator, the Board of Adjustment Senior Planners, Project Coordinator, Conservation District Chief Planner, Chief Arborists, and Transportation Engineer. Reports and labels were placed in Accela for this case.
- February 25, 2026: Applicant emailed documentary evidence.

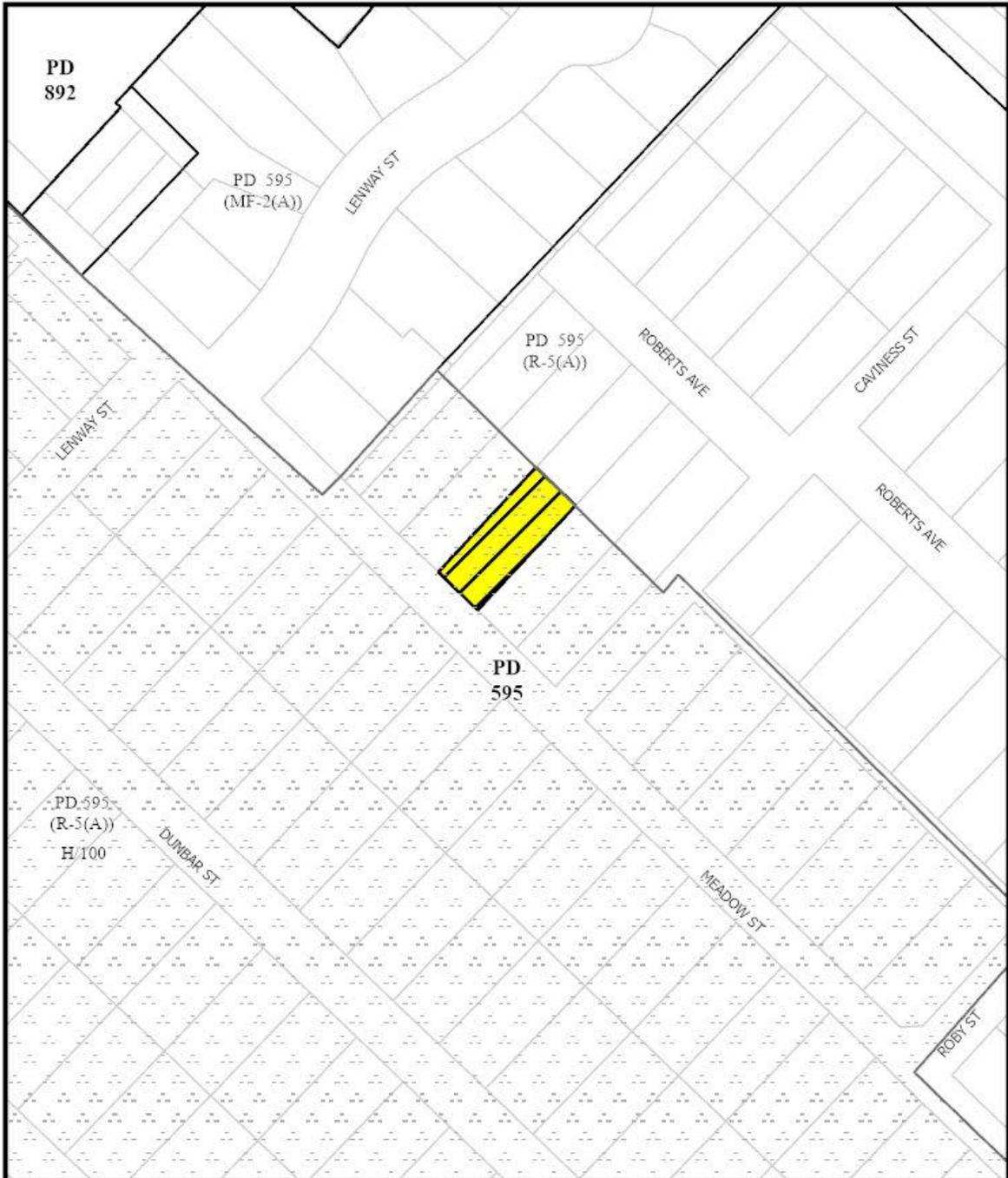


1:1,200

AERIAL MAP

Case no: **BOA-26-000006**

Date: **01/30/2026**



1:1,200

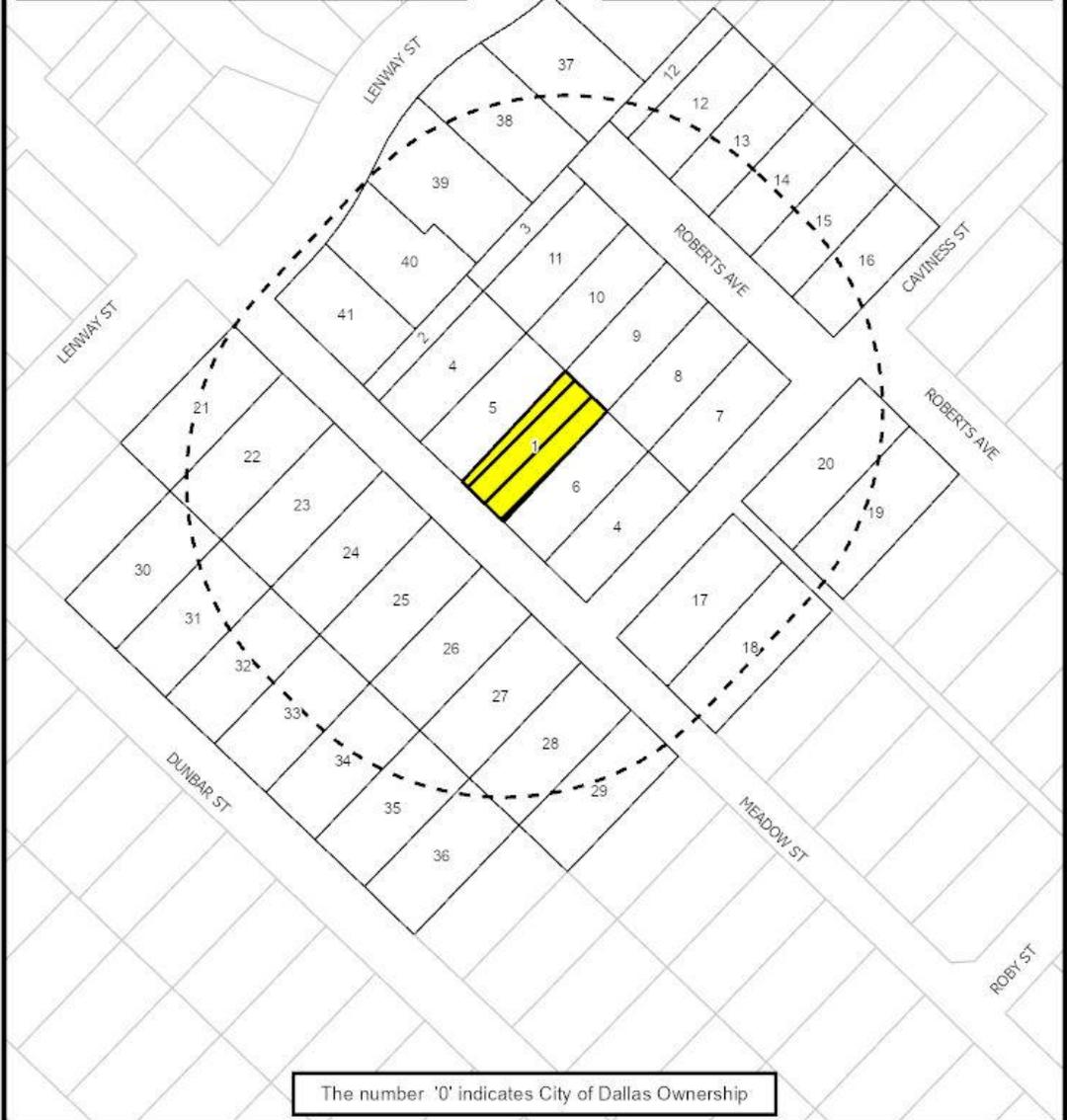
ZONING MAP

Case no: **BOA-26-000006**

Date: **01/30/2026**

The area of request is hatched . Notification is sent to all property owners within the notification buffer area (shown by the dashed circle). Your property is not being rezoned if you are outside of the hatched area. If your property is not within the hatched area, you are receiving this notice only to let you know of the request.

El área de solicitud está sombreada . La notificación se envía a todos los propietarios dentro del área de notificación (que se muestra con un círculo discontinuo). Su propiedad no será re-zonificada si está fuera del área sombreada. Si su propiedad no está dentro del área sombreada, recibió este aviso solo para informarle sobre la solicitud.



The number '0' indicates City of Dallas Ownership

 1:1,200	<h2>NOTIFICATION</h2> <p>200' AREA OF NOTIFICATION</p> <p>41 NUMBER OF PROPERTY OWNERS NOTIFIED</p>	Case no: BOA-26-000006 Date: 1/30/2026
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01/30/2026

Notification List of Property Owners

BOA-26-000006

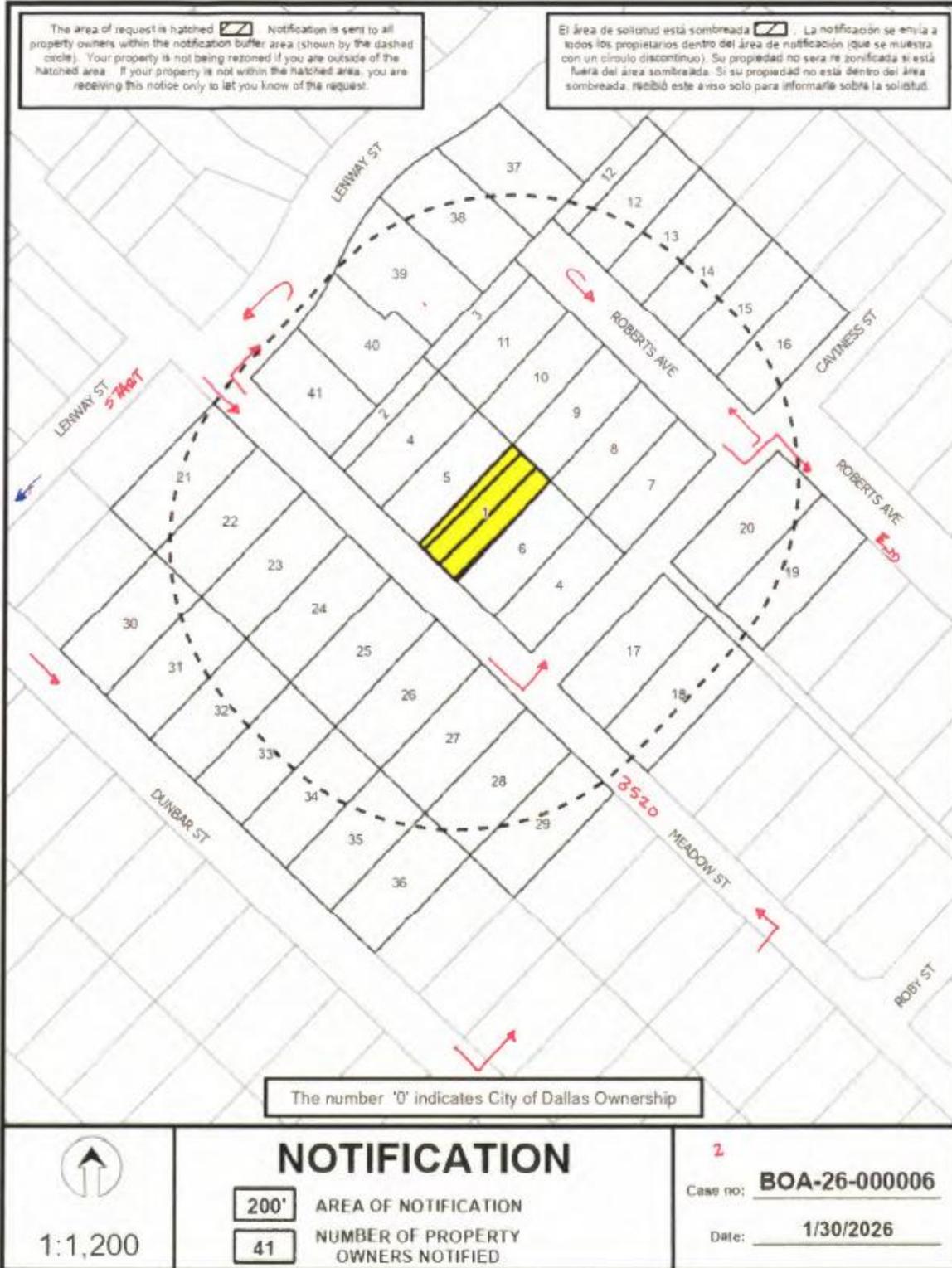
41 Property Owners Notified

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
1	3520 MEADOW ST	JMD HOLDINGS LLC
2	3512 MEADOW ST	TAYLOR RASHAD KHALIL
3	3437 ROBERTS AVE	ABDULLAH ABDUL LIVING TRUST
4	3514 MEADOW ST	LIBERTY MORTGAGE COMPANY
5	3518 MEADOW ST	Taxpayer at
6	3524 MEADOW ST	CRUZ VICTOR ALFONSO ARRIAGA
7	3455 ROBERTS AVE	Taxpayer at
8	3451 ROBERTS AVE	ABDULLAH JEELALY
9	3447 ROBERTS AVE	QUEST IRA INC
10	3443 ROBERTS AVE	ABDULAH ABDUL LIVING TRUST
11	3439 ROBERTS AVE	SINGH SHANTANU KUMAR
12	1760 ALBERTUS DR	PARIHAR PRADEEP
13	3442 ROBERTS AVE	CLINTON ESTELLA MAE &
14	3446 ROBERTS AVE	CALLICULT HUNTER
15	3450 ROBERTS AVE	BENTON BOBBIE OLA EST OF
16	3454 ROBERTS AVE	RODRIGUEZ ANTONIO DE JESUS J &
17	3600 MEADOW ST	VANEGAS NATIVIDAD HERNANDEZ &
18	3604 MEADOW ST	EJ'S INVESTMENTS &
19	3505 ROBERTS AVE	Taxpayer at
20	3501 ROBERTS AVE	SIMPSON MARCUS & MICHELLE
21	3507 MEADOW ST	BELL KITTIE M ESTATE OF &
22	3511 MEADOW ST	CAMPBELL MARILYN J
23	3515 MEADOW ST	Taxpayer at
24	3519 MEADOW ST	TORRES FRANCISCO JAVIER R
25	3523 MEADOW ST	THOMPSON LEROY
26	3527 MEADOW ST	WHITE OTIS EST OF

01/30/2026

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
27	3529 MEADOW ST	Taxpayer at
28	3535 MEADOW ST	Taxpayer at
29	3603 MEADOW ST	GIPSON CHRISTOPHER
30	3510 DUNBAR ST	PIRATE BAY CUSTOM HOMES INC
31	3512 DUNBAR ST	WHEELER BARBARA
32	3514 DUNBAR ST	CM LOONEY ENTERPRISE LLC
33	3522 DUNBAR ST	HERNANDEZ JESUS F CAMPOS &
34	3526 DUNBAR ST	STONE NORMAN D & BARBARA
35	3530 DUNBAR ST	HARRISON YASSER ANNAMARIE
36	3534 DUNBAR ST	SALAS MARIA GUADALUPE KARINA G
37	3121 LENWAY ST	OWENS BLIVIAN
38	3117 LENWAY ST	Taxpayer at
39	3113 LENWAY ST	LINWOOD TACHINIA
40	3109 LENWAY ST	THOMAS OSASERE ISABELLA
41	3105 LENWAY ST	BELL CHARLOTTE IRENE

200' Radius Route Map



NOTICE OF PUBLIC HEARING

BOARD OF ADJUSTMENT OF THE CITY OF DALLAS (PANEL C)

NOTICE IS HEREBY GIVEN that the BOARD OF ADJUSTMENT OF THE CITY OF DALLAS (PANEL B) will hold a hearing as follows:

DATE: MONDAY, MARCH 16, 2026

BRIEFING: 10:30 a.m. via Videoconference and in 6ES COUNCIL BRIEFING, Dallas City Hall, 1500 Marilla Street <https://bit.ly/boa0316>

HEARING: 1:00 p.m. via Videoconference and in 6ES COUNCIL BRIEFING, Dallas City Hall, 1500 Marilla Street <https://bit.ly/boa0316>

The purpose of the hearing is to consider the following appeal(s) now pending before the Board of Adjustment.

BOA-26-000006(BT) Application of Luis Perez for (1) a special exception to the single-family use regulations, and for (2) a variance to the floor area for structures accessory to single family use regulations at 3520 MEADOW STREET. This property is more fully described as Block 1/1540, Lot 3, and is zoned PD-595 (R-5(A)) and H/100, which limits the number of dwelling units to one, and 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 an additional dwelling unit (not for rent), which will require (1) a special exception to the single-family use regulations, and to construct and/or maintain a single family residential accessory structure with 335 square feet of floor area, which will require (2) a 49 square foot variance to the floor area for structures accessory to single family use regulations.

You have received this notice because you own property within 200 feet of the above property. You may be interested in attending the Board of Adjustment hearing to express your support for or opposition to the application. You may also contact the Board of Adjustment by email to BDAreply@dallas.gov. Letters will be accepted until 9:00 am the day of the hearing, if you are unable to attend the hearing. If you choose to respond, it is important that you let the Board know your reasons for being in favor of or in opposition to the application. The Board members are very interested in your opinion.

Note: Any materials (such as plans, elevations, etc.) included within this notice may be subject to change.

The Board of Adjustment hearing will be held by videoconference and at 6ES Council Briefing. Individuals who wish to speak in accordance with the Board of Adjustment Rules of Procedure by joining the meeting virtually must register online at <https://bit.ly/BDA-C-Register> by the 5 p.m. on Sunday, March 15, 2026. All virtual speakers will be required to show their video in order to address the board. In Person speakers can register at the hearing. Public Affairs and Outreach will also stream the public hearing on Spectrum Cable Channel 96 or 99; and bit.ly/cityofdallastv or YouTube.com/CityofDallasCityHall.

Speakers at the meeting are allowed a maximum of three minutes to address the Board.

Additional information regarding the application may be obtained by calling Dr. Kameka Miller-Hoskins, Chief Planner at (214) 948-4478, or Mary Williams, Board Secretary at (214) 670-4127. Si desea información en español, favor de llamar al teléfono a Mary Williams al (214) 670-4127.

Board of Adjustment
Planning & Development Department
1500 Marilla Street 5CN Dallas TX 75201

PLEASE SEND REPLIES TO:
BDAreply@dallas.gov
Letters will be received until 9:00 am
the day of the hearing.
PLEASE REGISTER AT:
<https://bit.ly/BDA-C-Register>

T: