

FILE NUMBER: Z-25-000023 **DATE FILED:** September 29, 2025

LOCATION: North line of Forest Lane, west of Hillcrest Road

COUNCIL DISTRICT: 11

SIZE OF REQUEST: Approx. 6.928 acres **CENSUS TRACT:** 48113013201

REPRESENTATIVE: Robert Baldwin- Baldwin Associates, LLC

OWNER/ APPLICANT: Unity of Dallas

REQUEST: An application for a new Specific Use Permit for a private school on property zoned a R-16(A) Single Family District

SUMMARY: The purpose of the request is to allow for a private school.

STAFF RECOMMENDATION: Approval, subject to a site plan, traffic management plan, and conditions.

CPC RECOMMENDATION: Approval, subject to a site plan, traffic management plan, and conditions.

BACKGROUND INFORMATION:

- The site is currently developed with a church built in 1970.
- The area of the request is a private school within R-16(A) Single Family District.
- The purpose of this request is to allow for a private school expansion and surface parking to an existing church campus.
- The existing church is located on the southwest of the site, while the proposed school expansion and parking are located at the northwest of the site.
- The church has an existing Pre-K school that serves students from PK3-K.
- The private school expansion will serve students K-4 with a total of 10 classrooms.
- The private school SUP conditions will include hours of operation, fence requirements, outdoor lighting, pedestrian amenities, sidewalk and buffer requirements, and traffic management plan language. These changes are typical standards recently included on all school facilities.
- The main entrance to the church and private school will be from Forest Lane.
- The area of request is located within 8 miles north of downtown Dallas.

Zoning History:

There have been zero zoning cases in the area of notification in the past five years.

Thoroughfares/Streets:

Thoroughfare/Street	Type	Existing/Proposed ROW
Forest Lane	Principal Arterial	120'

Traffic:

The Transportation Development Services Division of the Transportation Department has reviewed the request and determined that it will not significantly impact the surrounding roadway system. Staff will continue review of engineering plans at permitting to comply with city standards.

Staff has reviewed the TMP dated October 1, 2025. The TMP projects a maximum queue of 31 vehicles and includes 46 queuing spaces, resulting in a queue surplus of 15.

Transit Access:

The following transit services are located within ½ mile of the site:

DART Route 237

STAFF ANALYSIS:

Comprehensive Plan:

The ForwardDallas 2.0 Comprehensive Plan was adopted by the City Council in September 2024. ForwardDallas 2.0 is a refreshed guide that takes into account how our City has evolved over the last two decades and how we should plan for what is on the horizon - from our continued economic growth to our long-term social vibrancy. ForwardDallas is a guidance plan, it is not a zoning document. This Comprehensive Plan outlines several goals and policies which can serve as a framework for assisting in evaluating the applicant's request.

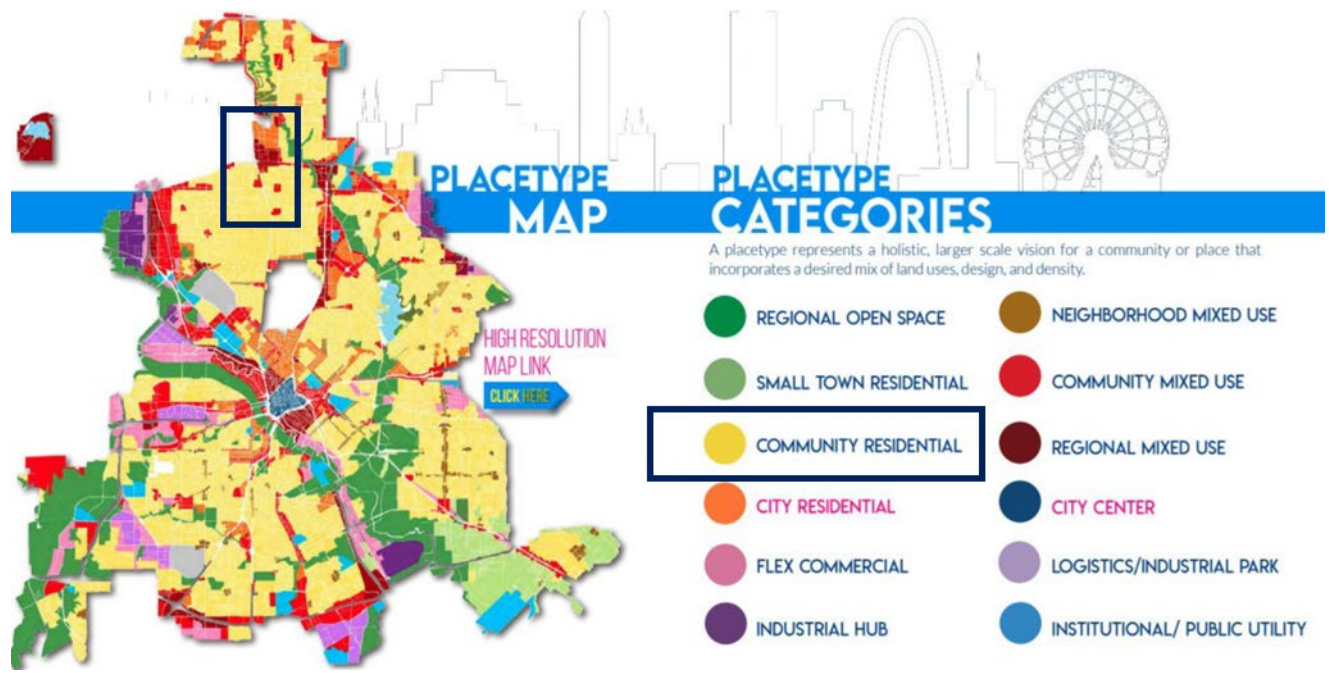
The request would comply with the following placetype and primary/supporting land uses of the ForwardDallas 2.0 Comprehensive Plan:

The area of request is located in the **Community Residential** Placetype. This placetype allows for primary land uses like: Single Family Detached, Single Family Attached, in conjunction with supporting land uses which includes: Agricultural, Public Open Space, Private Open Space, Multiplex, Apartments, Mixed-Use, Commercial, Office, Civic/Public Institutional, Utility.

The Community Residential Placetype primary focus on creating vibrant, family-friendly environments. Community Residential neighborhoods are the foundation of Dallas' housing landscape, offering predominantly single-family homes with integrated parks, schools, and community services. The plan for this placetype is designed to protect and support the vital foundation of our existing neighborhoods, promote new, walkable neighborhoods, and encourage support for neighborhoods in need of revitalization.

Institutional uses in the Community Residential placetype are considered as supporting uses. The existing church at this location was built in 1970 and has served the community and neighborhood for the last 56 years. The new private school expansion will provide an additional service to the community. The proximity of the private school offers neighbors with elementary grade students a closer commute to school within the neighborhood, while enhancing the character and goals of the Community Residential Placetype.

The area highlighted below shows the location of the area of request within the ForwardDallas 2.0 Placetype.



Land Use:

	Zoning	Land Use
Site	R-16(A) Single-Family District	Church & Private School
North	R-16(A) Single-Family District	Single-Family
West	Planned Development District 384	Single-Family
South	R-16(A) Single-Family District	Single-Family
East	Planned Development District 905	Single-Family

Land Use Compatibility:

The request site is approximately 6.928 acres in R-16(A) Single-Family District located on the north line of Forest Lane, west of Hillcrest Road. The site is surrounded by R-16(A) Single-Family District to the north and south, Planned Development District 384 to the west, and Planned Development District 905 to the east.

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 supports the applicant's request for a new specific use permit for a private school. The new private school will serve as an elementary school for students in the surrounding single-family homes. This request fits into the fabric of the character of the Community Residential Placetype. The Community Residential Placetype calls for institutional uses to be placed within the fabric of single-family neighborhoods. With a track record of 56 years of serving the community and the surrounding neighborhood as an existing church, the SUP for the private school will continue to further enhance the environment for Dallas' single-family neighborhoods in close proximity to the private school. Additionally, the new SUP conditions will limit the scale of development and enhance the public realm. The application of an SUP will bring the site into compliance with a traffic management plan, which has not been the case in the past on the site.

Landscaping:

Landscaping must be provided in accordance with the landscaping requirements in Article X of the Dallas Development Code, as amended.

Parking:

Per Dallas Development Code, May 14, 2025, amendment code, there are no minimums requirements for a private elementary school institutional use. The applicant is proposing a total of 100 parking spaces for the private school.

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 more precisely target intervention strategies 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 "B" in an MVA area.

LIST OF PARTNERS/PRINCIPALS/OFFICERS

Unity of Dallas

Rev. Deb Stovall

Debby Thomas, President

Al Mahesh, Treasurer

Aida Meza-Gallegos, Board Member

Michael Martinez, Vice President

Lynne Patterson, Secretary

Cynthia Heyn, Board Member

Carolyn Barrow, Board Member

Meadowbrook School, Inc

Whitney Morris, Director

Jeffrey Moredock, Board Co-President

Justin Adendorff, Board Co-President

Claire Haidar, Board Member

Claudine King, Board Member

CPC Action
JUNE 11, 2026

Motion: It was moved to recommend **approval** of a new Specific Use Permit for a private school, subject to a site plan, traffic management plan, and conditions, on property zoned R-16(A) Single Family District, on the north line of Forest Lane, west of Hillcrest Road.

Maker: Housewright
Second: Carpenter
Result: Carried: 11 to 0

For: 11 - Sims, Hampton, Herbert, Serrato,
Carpenter, Koonce, Housewright, Kocks,
Coffman, Hall, Kingston
Against: 0
Absent: 3 - Wheeler-Reagan, Franklin, Rubin
Vacancy: 0

*** District 4 appointment not in attendance in accordance with
Section 8-20(e) of the Dallas City Code.

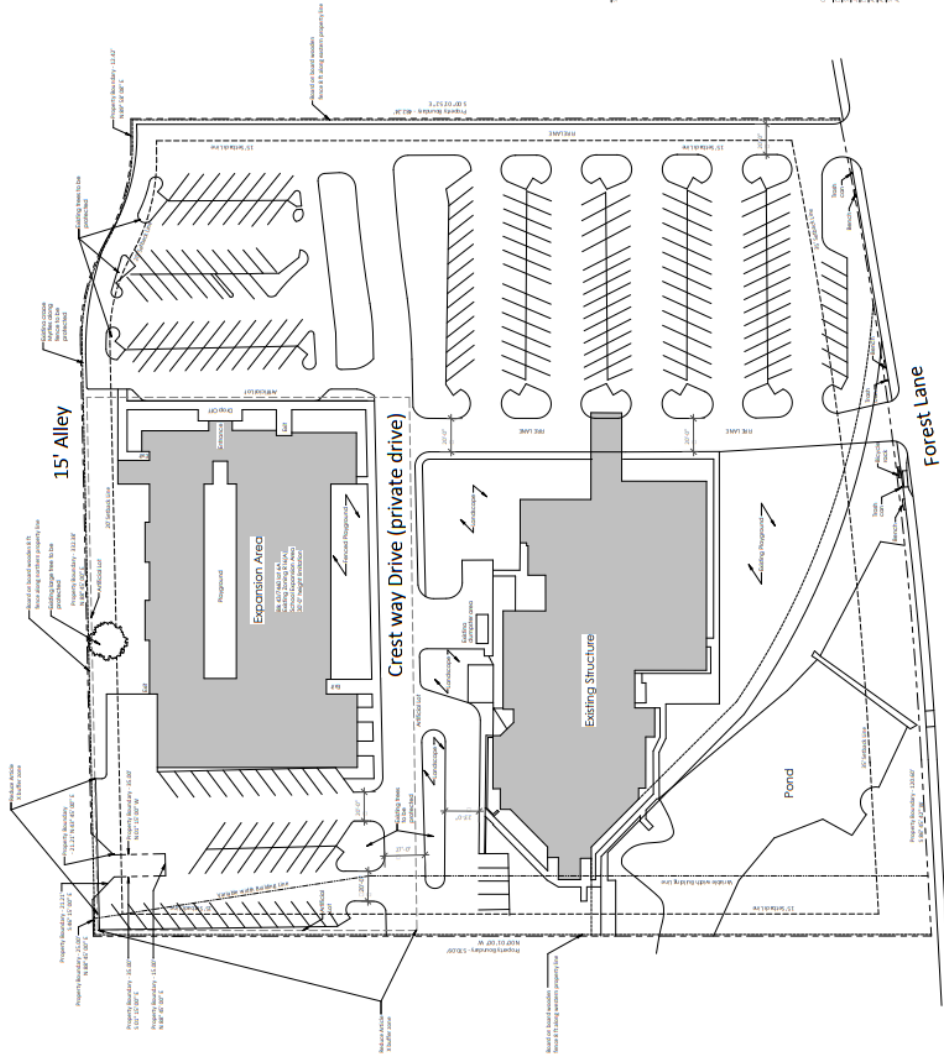
Notices: Area: 400 Mailed: 96
Replies: For: 5 Against: 6

Speakers: None

MCA
 MEADOWBROOK SCHOOL
 SCHOOLS
 DALLAS, TEXAS

OWNER: MEADOWBROOK SCHOOL
 4821 FOREST LANE
 DALLAS, TX 75220
 214.343.7200
 ARCHITECT: MCCANNERY ARCHITECTURE
 1000 W. WILSON
 GARDLAND, TX 75040
 P: 972.272.2500

PROPOSED SUP SITE PLAN



DATE	11/11/2022
SCALE	AS SHOWN
DRAWN BY	MEADOWBROOK SCHOOL
CHECKED BY	MCCANNERY ARCHITECTURE
APPROVED BY	MCCANNERY ARCHITECTURE

A1.00

1 SITE PLAN FOR CITY APPROVAL

PROPOSED SUP CONDITIONS

1. **USE**: The only use authorized by this specific use permit is a private 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 no expiration date.
4. **HOURS OF OPERATION**:
 1. The private school may operate between 7:00 a.m. and 6:00 p.m. (Monday-Friday)
 2. Activities incidental to the operation of a school are permitted daily, at any time.
5. **CLASSROOMS**: The maximum number of elementary school classrooms is 10.
6. **LANDSCAPING**: Landscaping must be provided and maintained in accordance with Article X of the Dallas Development Code, as amended.
7. **FENCES**:
 - (a) Except as provided in this section, fences must be constructed and maintained in accordance with the fence standards in Section 51A-4.602.
 - (b) If the board of adjustment grants a special exception to allow a maximum six-foot-tall fence in a required yard, all of the following conditions must be met:
 - (1) The fence must be constructed to be a minimum 50 percent open in any given square foot of surface.
 - (2) Gates for vehicular traffic must be located a minimum of 20 feet from the back of the street curb.
 - (3) The fence must not inhibit compliance with landscaping, sidewalks, buffers, or other regulations applicable to the Property
8. **INGRESS-EGRESS**: Ingress and egress must be provided in the locations shown on the attached site plan. No other ingress or egress is permitted.
9. **OUTDOOR LIGHTING**: Outdoor lighting must be directed downward and away from adjacent residential properties.
10. **PEDESTRIAN AMENITIES**:
 - A. Prior to the issuance of a certificate of occupancy, each of the following pedestrian amenities must be provided at regular intervals not to exceed 200 feet along the entire length of all street frontages:
 - i. bench;
 - ii. trash receptacle; and
 - iii. bicycle rack.

B. Pedestrian amenities must be accessible from the public sidewalk but may not be located in a manner that reduces the unobstructed sidewalk width to less than what is required.

11. **SIDEWALKS/BUFFER**: Prior to the issuance of a certificate of occupancy, minimum six-foot-wide unobstructed sidewalks with a minimum five-foot-wide buffer must be provided along the entire length of all street frontages.

12. **SIGNS**: Signs for a private 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.

13. **TRAFFIC MANAGEMENT PLAN**:

A. **In general**. Operation of the private school must comply with the attached traffic management plan.

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**.

i. 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, 2026, 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, 2026, 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.

ii. 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.

iii. 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.

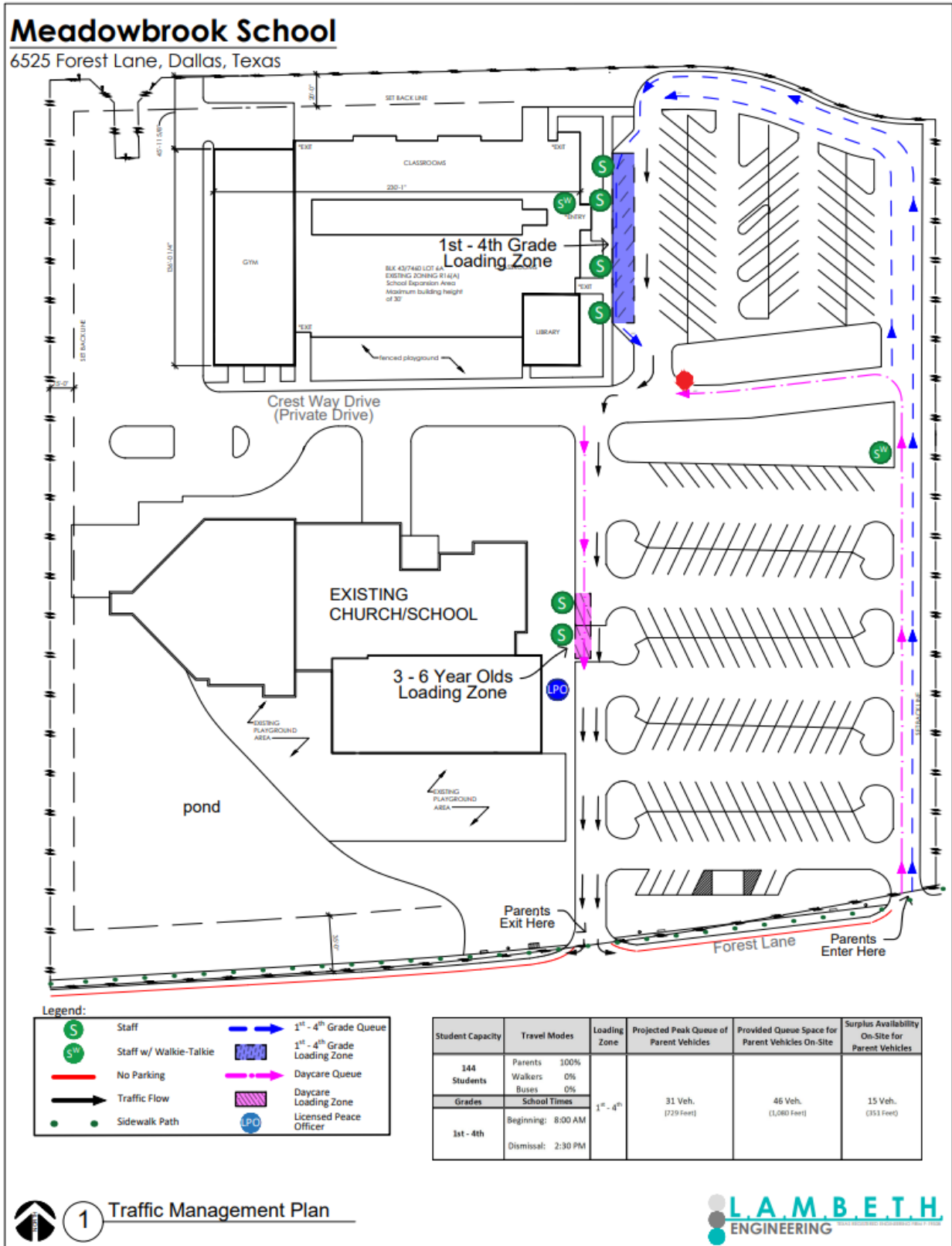
i. A traffic management plan may be amended using the minor plan amendment fee and public hearing process in Section 51A-1.105(k)(3) of Chapter 51A of the Dallas City Code, as amended.

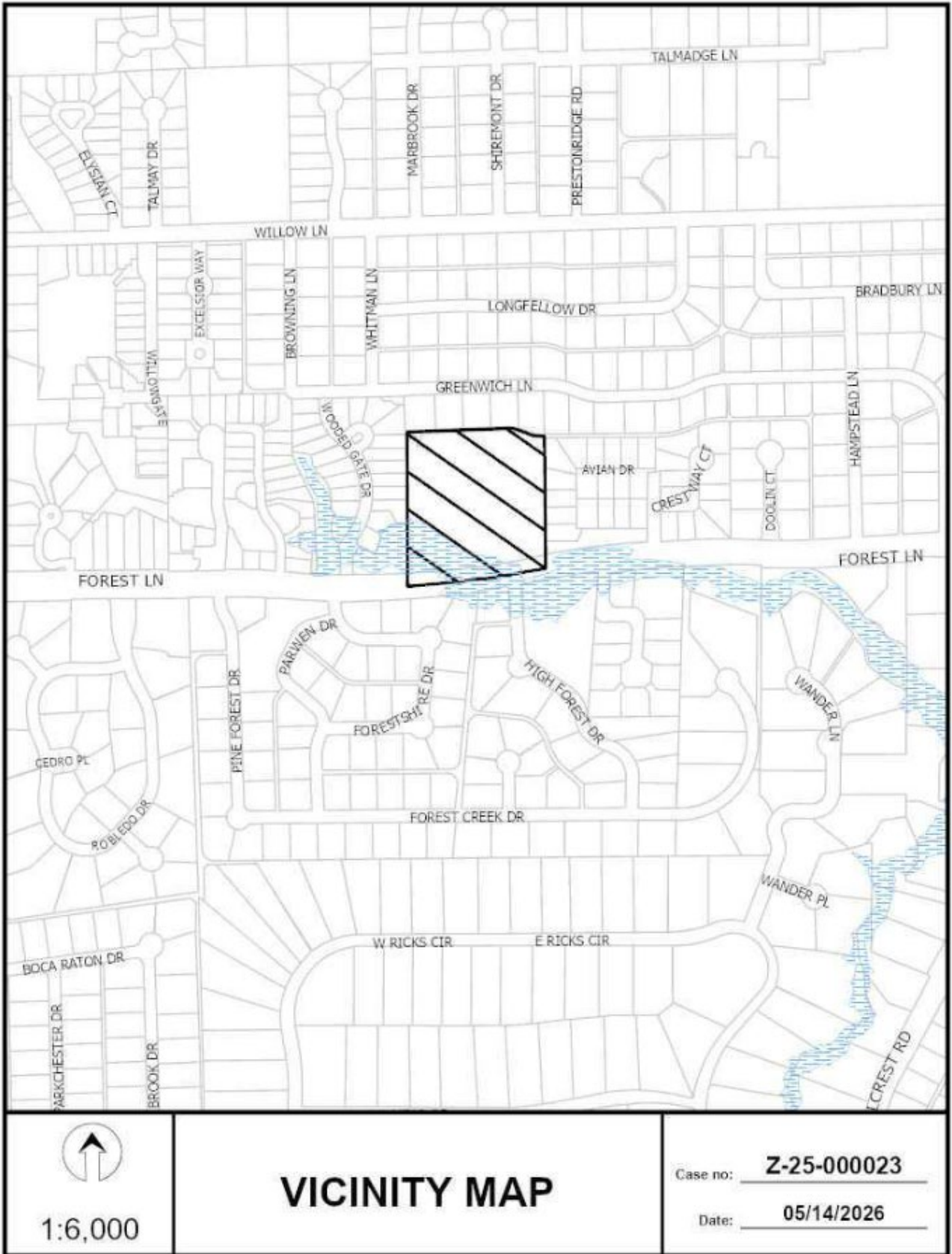
ii. The city plan commission shall authorize changes in a traffic management plan if the proposed amendments improve queuing or traffic circulation; eliminate traffic hazards; or decrease traffic congestion.

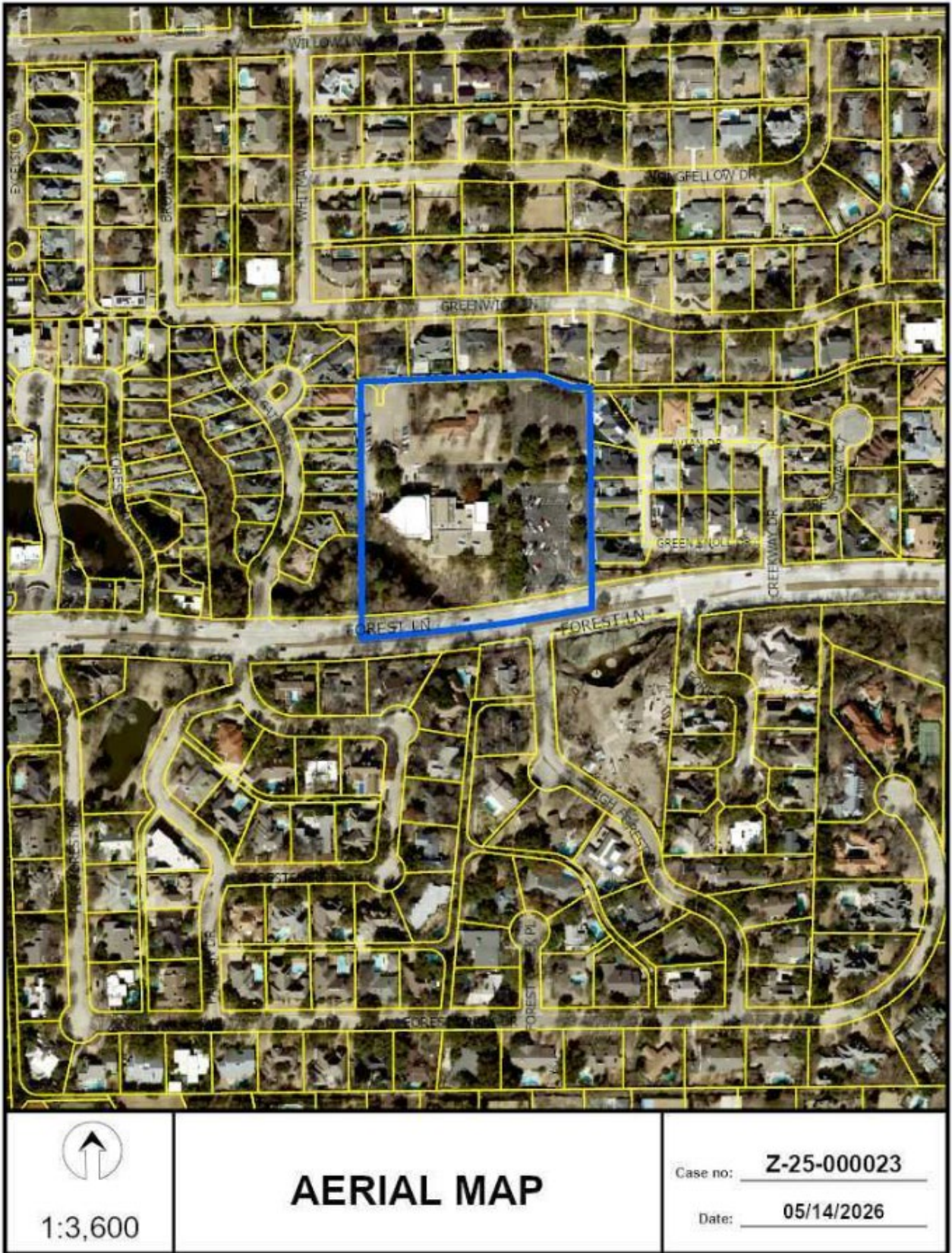
14. **MAINTENANCE**: The Property must be properly maintained in a state of good repair and neat appearance.

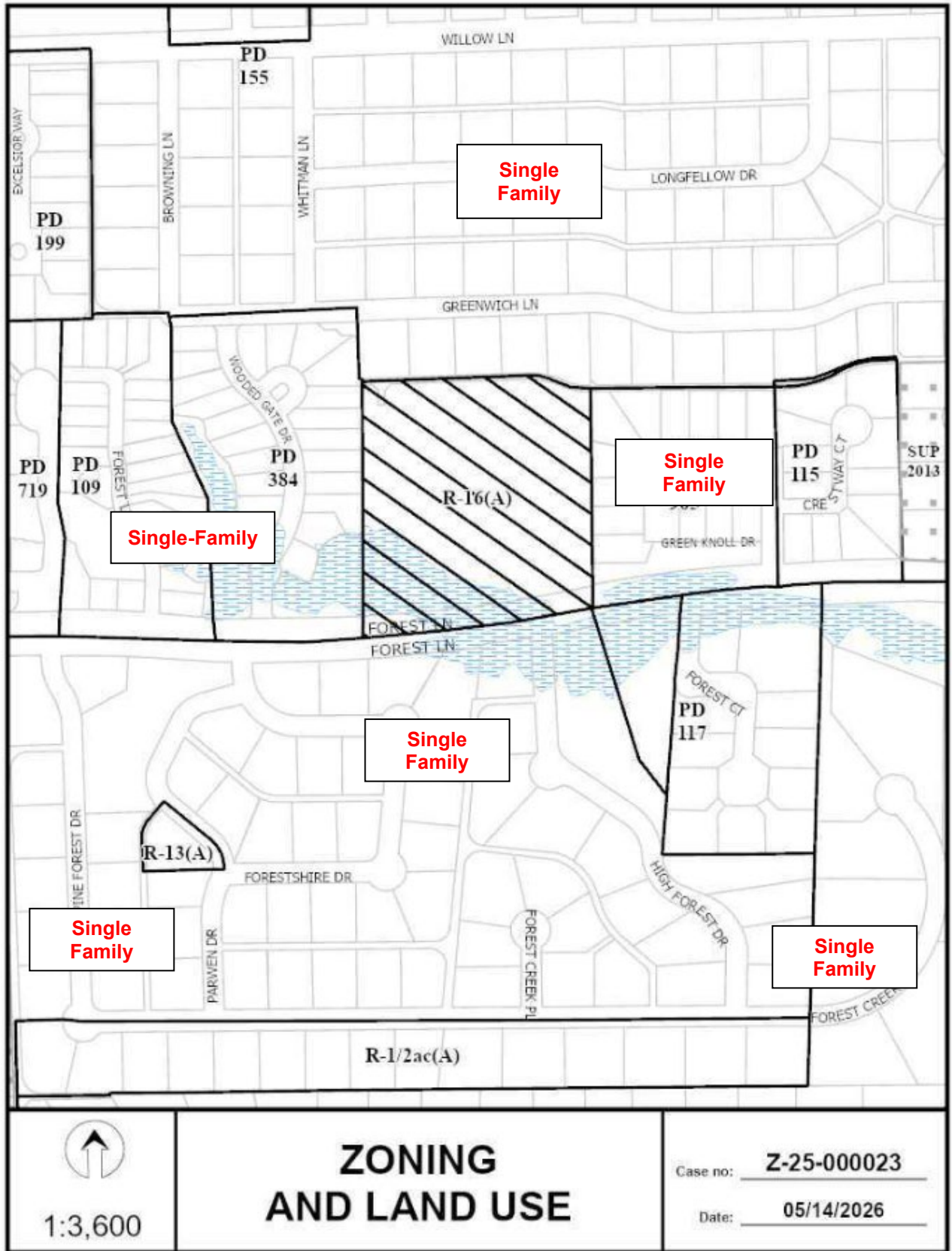
15. **GENERAL REQUIREMENTS**: Use of the Property must comply with all federal and state laws and regulations, and with all ordinances, rules, and regulations of the City of Dallas.

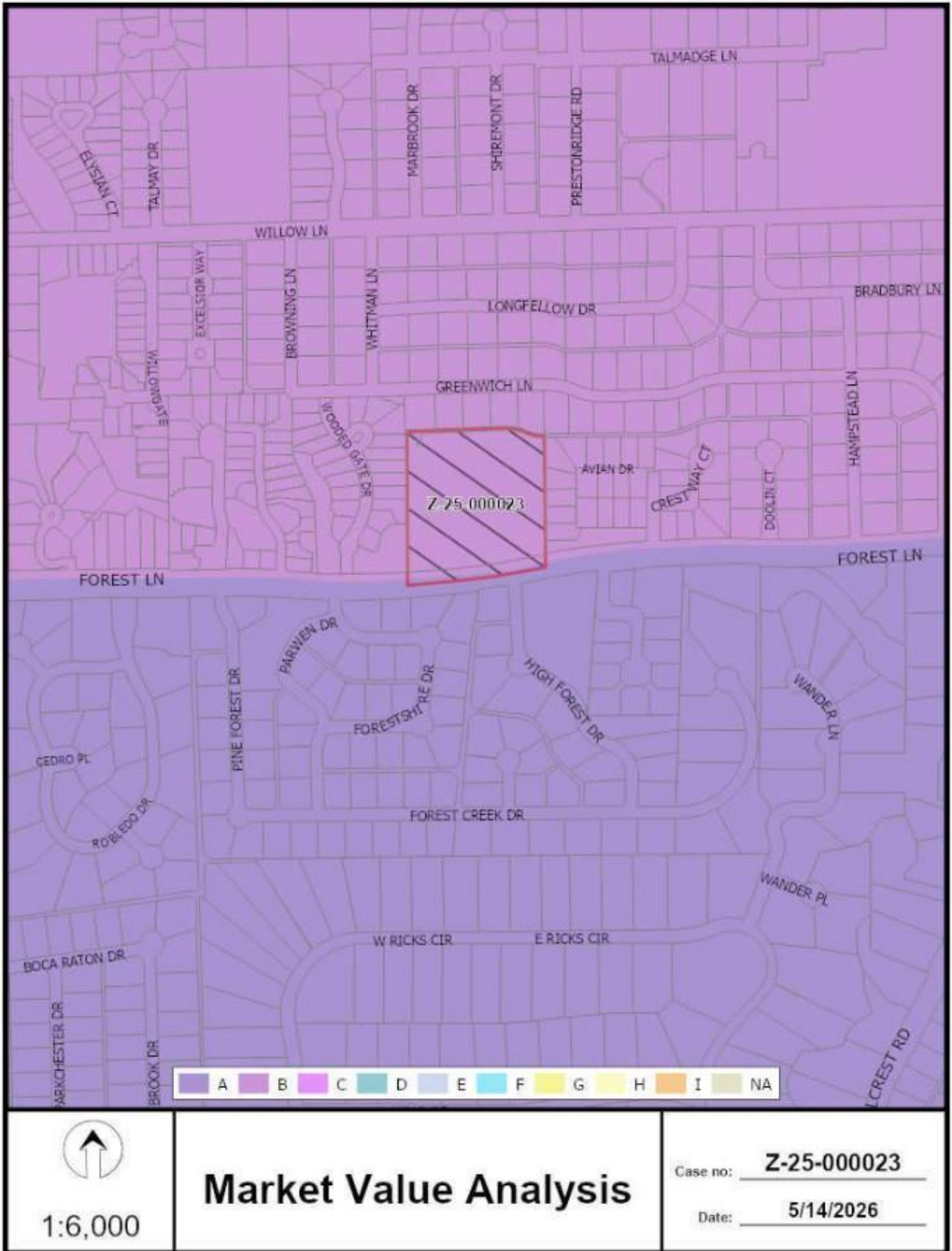
PROPOSED TRAFFIC MANAGEMENT PLAN DIAGRAM

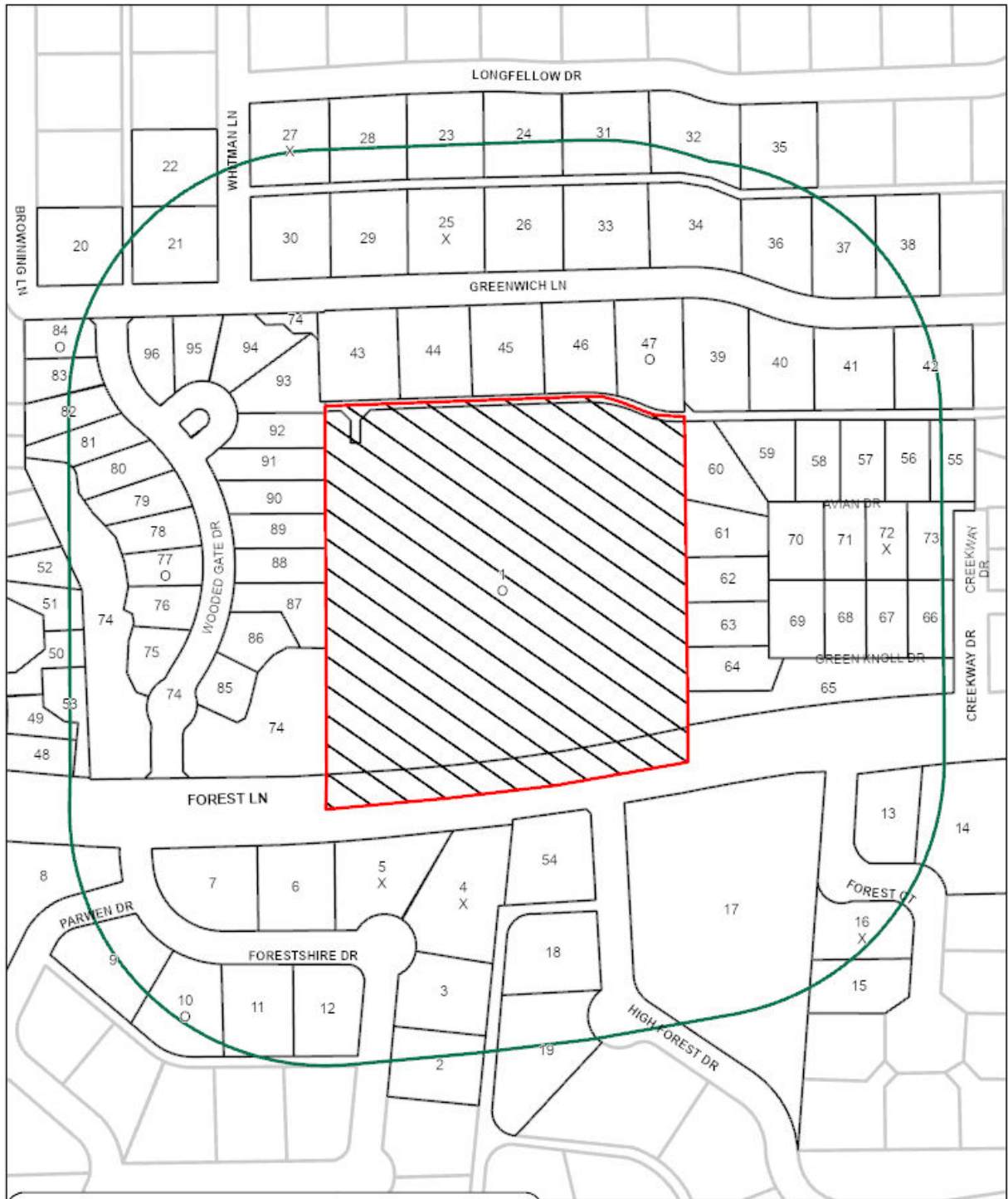












96	Property Owners Notified (100 parcels)
5	Replies in Favor (5 parcels)
6	Replies in Opposition (6 parcels)
400'	Area of Notification
6/11/2026	Date

Z-25-000023
CPC



1:2,400

06/10/2026

Reply List of Property Owners***Z-25-000023******96 Property Owners Notified 5 Property Owners in Favor 6 Property Owners Opposed***

<i>Reply</i>	<i>Label #</i>	<i>Address</i>	<i>Owner</i>
O	1	6525 FOREST LN	UNITY OF DALLAS
	2	6506 FORESTSHIRE DR	EINSOHN FAMILY REVOCABLE THE
	3	6502 FORESTSHIRE DR	ZIDELL LISA H
X	4	6414 FORESTSHIRE DR	GRANT J KIRLAND &
X	5	6410 FORESTSHIRE DR	BAKER DAVID HUNT & JAMIE K
	6	6406 FORESTSHIRE DR	LIAO ROBERT & VALERIE
	7	6402 FORESTSHIRE DR	UNGERMAN JOSH & ELLEN
	8	900001 PARWEN DR	FOREST PLACE HOMEOWNERS
	9	6403 FORESTSHIRE DR	SINATRA MARK & WISSEM REV TRUST
O	10	6407 FORESTSHIRE DR	NASON SCOTT D & MERYL G
	11	6411 FORESTSHIRE DR	SCHOLTZ RICHARD L
	12	6415 FORESTSHIRE DR	GFSL FAMILY REVOCABLE TRUST THE
	13	11734 FOREST CT	MCKAMY BOBBIE TRUSTEE
	14	11726 FOREST CT	MCKAMY BOBBIE N TRUSTEE
	15	11711 FOREST CT	SHAFER GEORGE A & SHIRLEY
X	16	11719 FOREST CT	FEMRITE DONNA LIVING TRUST
	17	6600 FOREST LN	VIBRATO LLC
	18	11727 HIGH FOREST DR	MICMAN FAMILY TRUST
	19	11717 HIGH FOREST DR	Taxpayer at
	20	12002 BROWNING LN	APPELL MARTIN P & MINDY E
	21	12001 WHITMAN LN	SINGER DAVID L & LYNN M
	22	12007 WHITMAN LN	BUTTERFIELD JOHN ARTHUR & RUTH A
	23	6522 LONGFELLOW DR	GREIF ELIZABETH ROSENBERG
	24	6532 LONGFELLOW DR	GREIF JULES &
X	25	6523 GREENWICH LN	GALBRAITH IAN J & HILARY W
	26	6533 GREENWICH LN	EGGEMEYER VIRGINIA H

06/10/2026

<i>Reply</i>	<i>Label #</i>	<i>Address</i>	<i>Owner</i>
X	27	6508 LONGFELLOW DR	BEYS SAM & MARIA
	28	6516 LONGFELLOW DR	DEVORE JOSEPH & HELEN
	29	6515 GREENWICH LN	JARRETT ALTHEA KAY
	30	6507 GREENWICH LN	TRAYWICK LAWRENCE DAVID &
	31	6544 LONGFELLOW DR	GREIF ELIZABETH ROSENBERG
	32	6552 LONGFELLOW DR	SHADLE TODD & MARIA REYES
	33	6545 GREENWICH LN	BRADLE LLC
	34	6553 GREENWICH LN	LESHIN MARK & CANDACE K
	35	6608 LONGFELLOW DR	BARRON MATTHEW BRETT & ANGELA G
	36	6609 GREENWICH LN	Taxpayer at
	37	6617 GREENWICH LN	BEAL MICHELLE MCKANNA
	38	6625 GREENWICH LN	FOSTER MICHAEL A &
	39	6554 GREENWICH LN	SHULKIN FRANKLIN M & ELANA M
	40	6610 GREENWICH LN	SIMS STEVEN LAWRENCE &
	41	6618 GREENWICH LN	SPIVEY THOMAS A
	42	6628 GREENWICH LN	GEISBAUER JEFFREY & JESSICA
	43	6516 GREENWICH LN	SW WHITEHEAD REVOCABLE TRUST
	44	6522 GREENWICH LN	FLATT EDWARD L &
	45	6532 GREENWICH LN	FRAZIER TONDA JOHNSON
	46	6544 GREENWICH LN	GLASS MICHAEL E & DIANE C
O	47	6550 GREENWICH LN	HANSON GEORGE D & JENNIFER
	48	11804 FOREST LAKES LN	KESHAVARZ MOHAMMADREZA &
	49	11808 FOREST LAKES LN	CHANGTUNG ERIC G & TERI B
	50	11812 FOREST LAKES LN	BARCLAY BURKE & KAREN
	51	11820 FOREST LAKES LN	BROWN CAROLE ANN
	52	11824 FOREST LAKES LN	OWINGS JOSHUA STEPHEN &
	53	11800 FOREST LAKES LN	COMBINED AMERICA DEV
	54	11737 HIGH FOREST DR	DENNIS DEBORAH L &
	55	6695 AVIAN DR	BLACKWOOD DARA LEONA &
	56	6675 AVIAN DR	CHOATE TOM & BARRIE
	57	6655 AVIAN DR	BRYANT TREVOR B

06/10/2026

<i>Reply</i>	<i>Label #</i>	<i>Address</i>	<i>Owner</i>
	58	6635 AVIAN DR	ARANGO LUIS M &
	59	6615 AVIAN DR	BARG ROBERT C & MARY ANNE
	60	11885 GREEN KNOLL DR	BLOOMBERG ARIYAN &
	61	11865 GREEN KNOLL DR	WATTS JAMES & NEENA
	62	11845 GREEN KNOLL DR	WEISBERG MICHAEL F & SHERYL L
	63	11825 GREEN KNOLL DR	OLIN KERRY & KATHY
	64	11805 GREEN KNOLL DR	MCKINNEY MELVIN KEITH &
	65	6650 GREEN KNOLL DR	6600 FOREST ESTATES HOMEOWNERS
	66	6675 GREEN KNOLL DR	MCGOWEN JORDAN BRUCE &
	67	6655 GREEN KNOLL DR	BROWN HENRY
	68	6635 GREEN KNOLL DR	GHAFFAR ASIM
	69	6615 GREEN KNOLL DR	WOLFE RICHARD G & ELIZABETH K
	70	6616 AVIAN DR	FERGUSONJOHNSTON KAREN
	71	6636 AVIAN DR	BILLIG NICHOLAS S & ELIZABETH A
X	72	6656 AVIAN DR	KAO JANE M
	73	6676 AVIAN DR	PATEL NISHAN M & JHA SUJATA S
	74	26 WOODED GATE DR	FOREST ON THE CREEK
	75	1 WOODED GATE DR	SOLOMON ERIC & BARBARA
	76	3 WOODED GATE DR	WATKINS SANDRA
O	77	5 WOODED GATE DR	SCHONWALD AVRUM
	78	7 WOODED GATE DR	SKIBELL JOAN L
	79	9 WOODED GATE DR	WEINSTEIN SHELDON & JOAN
	80	11 WOODED GATE DR	CATE WILLIAM & ALYSON 2025 TRUST
	81	15 WOODED GATE DR	DEARMAN WILLIAM
	82	17 WOODED GATE DR	GRAY SECURE TRUST
	83	19 WOODED GATE DR	EISENSTAT GARY D
O	84	21 WOODED GATE DR	STIEGLITZ STEPHEN A & SHEILA E
	85	2 WOODED GATE DR	FIDUCHI TRUSTEES LIMITED &
	86	4 WOODED GATE DR	MCCARTY JUSTIN S JR
	87	6 WOODED GATE DR	DELL JOHN DONALD & ANN MARIE
	88	8 WOODED GATE DR	TURNER BARBARA

Z-25-000023

06/10/2026

<i>Reply</i>	<i>Label #</i>	<i>Address</i>	<i>Owner</i>
	89	10 WOODDED GATE DR	YOUNG CARLA J &
	90	12 WOODDED GATE DR	TILLOTSON JOHN R &
	91	14 WOODDED GATE DR	BOYD BARBARA K WHITE
	92	16 WOODDED GATE DR	RULAND PAMELA
	93	18 WOODDED GATE DR	MILSTEIN MARC EDWARD &
	94	20 WOODDED GATE DR	CODLING DONALD R &
	95	22 WOODDED GATE DR	HUFF WILLIAM H III & JUDITH E
	96	24 WOODDED GATE DR	WIMMER LANCE P & MARILOU C