

SECTION 3. ADMINISTRATION

3.A. Intent

The development standards and guidelines included in this document are intended to be clear, concise, and user-friendly. The development review process is intended to be predictable and flexible, and to facilitate the timely approval of conforming projects.

3.B. Relationship to Other Regulatory Documents

The Near Southside (NS) Development Standards and Guidelines document is intended to minimize references to other sections of the City's Zoning and Subdivision ordinances. Developers are responsible, however, for reviewing and complying with all pertinent zoning and subdivision standards, including those not directly referenced in this document.

There are two notable references to other sections of the Zoning Ordinance:

- a) the Historic Preservation Ordinance (Chapter 4, Article 5), which includes the procedures and requirements related to the preservation and reuse of historically significant buildings; and,
- b) Off-Street Parking and Loading (Chapter 6, Article 2)

All development must comply with all federal, state, county, or city regulations. Historically designated properties must comply with requirements associated with those designations (e.g., Fairmount Historic District properties must comply with that district's design guidelines as well as processes required by the Historic and Cultural Landmarks Commission).

3.C. Definition of “Standards” and “Guidelines”

Development Standards are objective, measurable regulations, often illustrated through diagrams and sketches, with which all projects must comply, and any exemption from the standard requires a waiver approved by the Urban Design Commission. Unless noted as a guideline, all provisions in this document are development standards. If a project of exceptional design is clearly consistent with the General Development Principles but does not conform to a certain development standard, the Urban Design Commission (UDC) may approve a Certificate of Appropriateness (COA) that cites the project's compliance with those principles. (For projects not conforming to the height and setback regulations, a variance approved by the Board of Adjustment is also required; see Development Review section below.)

Development Guidelines are more subjective statements through which the City proposes additional design strategies. The guidelines should be suitable for most projects, and developers should endeavor to ensure that guidelines are followed to the extent possible. City staff and the UDC will work with developers to explore design approaches that maximize conformance with guidelines. The UDC shall not deny a Certificate of Appropriateness solely because a project fails to comply with a guideline.

REVIEW OF PUBLIC PROJECTS

3.D. Development Review Process

1. Projects subject to review: All private construction projects, with the exception of interior construction or exterior in-kind replacement work, are subject to review by the Development Services Department and/or the Urban Design Commission (UDC) for compliance with the NS Standards and Guidelines. All buildings, streets, and public spaces by public entities are also subject to review.

2. Administrative Review VS. UDC Review:

Projects that are clearly consistent with all applicable development principles and that clearly conform to all standards may be approved administratively by the Development Services Director without UDC review. Staff may administratively approve waivers from roadside design elements for properties located along a street that is planned for or has recently completed a sponsored streetscape project. Because of the unique signage needs of the major hospitals, staff may also approve appropriate hospital signage that deviates from the standards. The UDC shall review projects that require interpretation or discretionary judgment with respect to the project's compliance with standards and guidelines.

The UDC shall also review all of the following:

- Skybridges (see Section 4.C.6)
- Drive-through Facilities (see Section 5.D.5.)
- Mobile Food Courts (see Section 4.F.8.)
- Monument Signs (see Section 4.F.9.a)

3. Urban Design Commission (UDC): The UDC is a nine-member body appointed by the City Council and charged with the administration of urban design districts. As stated above, the UDC shall review projects that require interpretation or discretionary judgment with respect to the project's compliance with standards and guidelines. The Zoning Ordinance specifies that UDC appointees should be knowledgeable about fundamental principles of urban design. Furthermore, at least six of the nine appointees shall be practicing professionals from the fields of architecture, landscape architecture, urban design or planning, real estate, or law. At least one of the nine regular member appointees must be a practicing or retired professional in the field of history, architectural history, or other discipline related to historic preservation. The Development Services Director serves as staff advisor to the UDC.



Conceptual South Main streetscape design (Rendering by Dunaway).

In addition to private construction projects, public projects such as street and streetscape improvements are subject to review for consistency with the standards and guidelines.

3.D. Development Review Process (cont.)

4. **Certificates of Appropriateness (COA):** The Development Services Director or UDC will issue a Certificate of Appropriateness for approved public and private projects. In exceptional cases the UDC may approve a COA if a project is clearly consistent with applicable development principles but does not conform to a certain development standard(s) or guideline(s). The COA for such projects must describe the projects' compliance with applicable principles.
5. **Required Information:** The full list of required materials is included in the Near Southside District application available from the City's Development Services Department, 817-392-8000, www.fortworthtexas.gov/developmentservices/urban-design.

In general, the following information is required, as applicable:

SITE PLAN

- a. Building Plans and Elevations
- b. Landscape Plan
- c. Material Specifications
- d. Plans and Specifications for Proposed Signs
- e. Description of Proposed Scope of Work
- f. Photographs of Site and Existing Conditions

CONCEPTUAL DESIGN REVIEW



Developers are strongly encouraged to present conceptual plans for large and/or multi-phase projects at an early stage to facilitate timely review during the final design phase.

