



# Neighborhood Notification

**Case Number: ZC-26-029**

**Council District: 11 – Jeanette Martinez**

## ZONING CHANGE REQUEST

**Owner/Applicant:** Jesus Martinez

**Site Location:** 1000 S Retta Street

**Request:**

Current Zoning: "A-5" One-Family Residential and "CF" Community Facilities

Proposed: "ER" Neighborhood Commercial Restricted

**Proposed Use:** Small Offices/Commercial (All uses within "ER" district are allowed)

**For More Information please contact:**

Case Manager Enrique Alvarez

817-392-2779

## Public Hearing Dates

|                          |               |
|--------------------------|---------------|
| <b>Zoning Commission</b> | April 8, 2026 |
| <b>City Council</b>      | May 12, 2026  |

## Public Notification

A zoning change is requested for the property shown on the attached maps. You are listed as an organization within a ½ mile of the proposed change. The purpose of this notice is to provide you with an opportunity for public comment. You may:

1. Attend the public hearing to present your views and opinions or observe the proceedings; or
2. Provide a written statement to the Chair of the Commission expressing your support, concerns, or opposition to this case; or
3. Take no further action

Correspondence can be submitted via mail or email as described below. Please submit your response by Tuesday before the hearing by 5:00 pm. Correspondence should reference the relevant case number.

**Email:** [zoninglanduse@fortworthtexas.gov](mailto:zoninglanduse@fortworthtexas.gov)

**Mail:** Chair of the Zoning Commission; c/o Development Services, City Hall; 100 Fort Worth Trail, Fort Worth, TX 76102



# Neighborhood Notification

Organizations Notified

| Organizations Notified                        |                                      |
|-----------------------------------------------|--------------------------------------|
| Riverside Alliance                            | Tarrant Regional Water District      |
| Friends of Riverside Park                     | East Fort Worth, Inc.                |
| Streams And Valleys Inc                       | Trinity Habitat for Humanity         |
| United Riverside Rebuilding Corporation, Inc. | East Fort Worth Business Association |
| Fort Worth ISD                                |                                      |
|                                               |                                      |
|                                               |                                      |



ZC-26-029

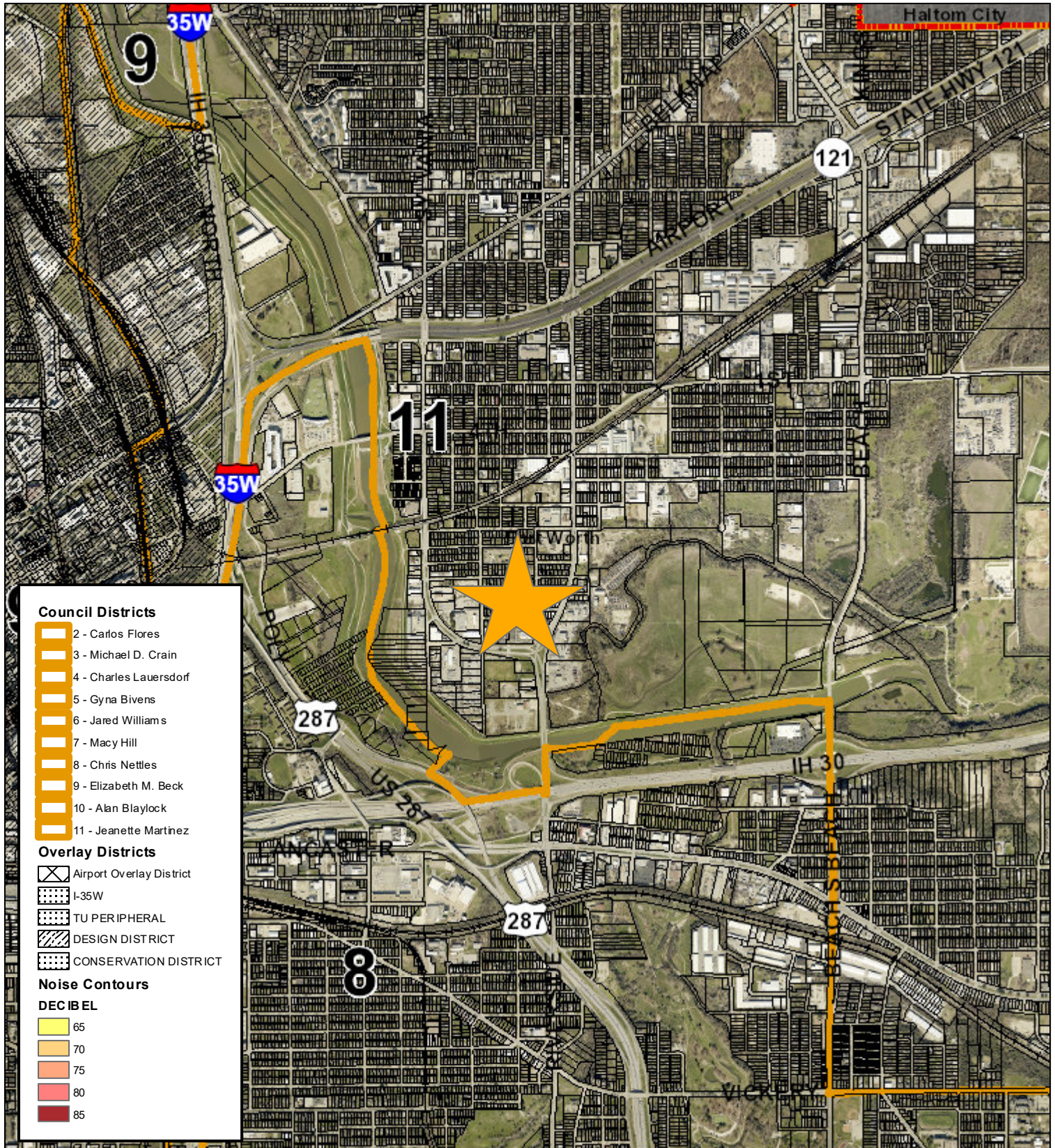
## Aerial Photo Map



0 55 110 220 Feet



### Area Map



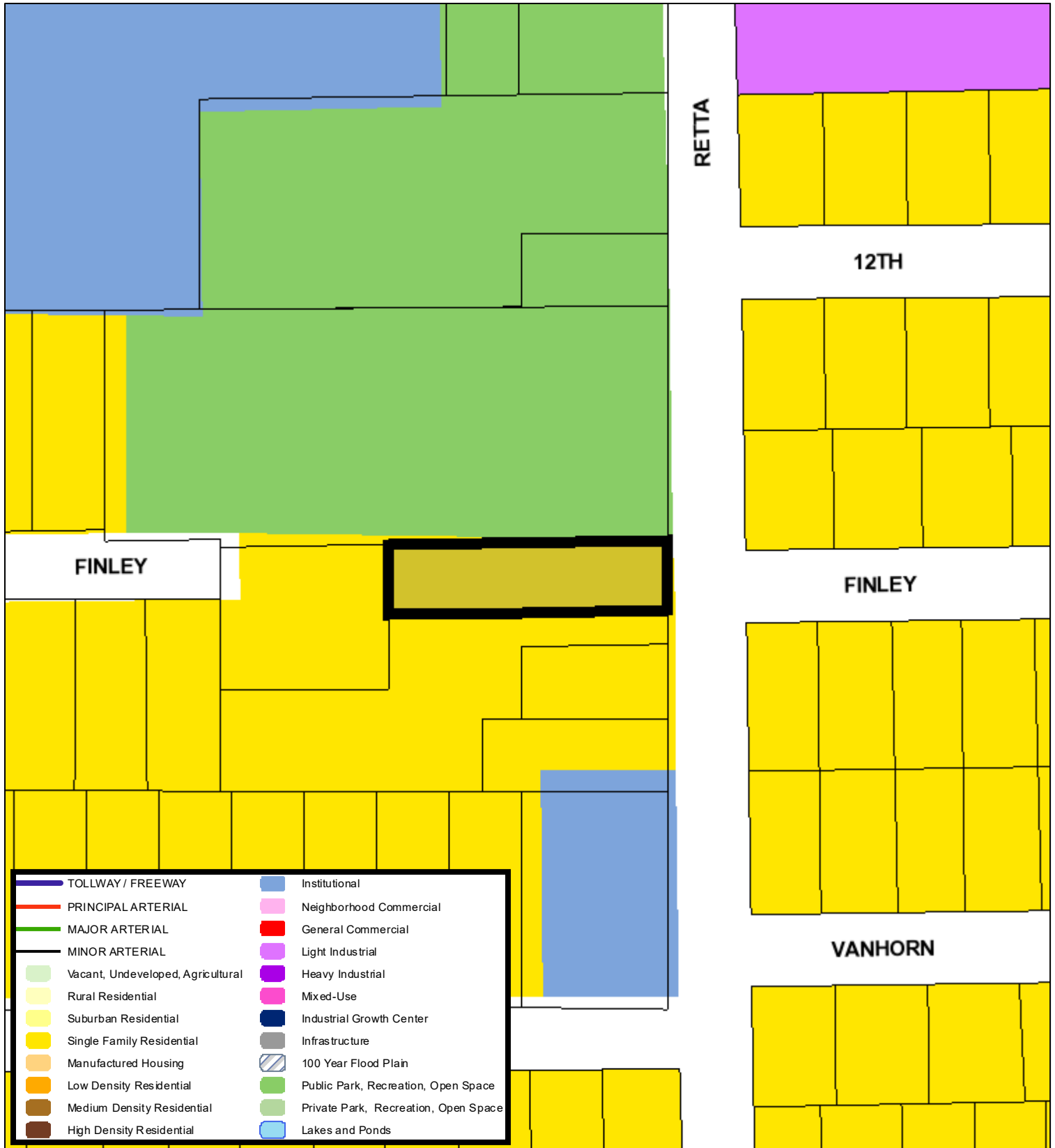
0 1,000 2,000 4,000 Feet

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ZC-26-029

## Future Land Use



90 45 0 90 Feet

A Comprehensive Plan shall not constitute zoning regulations or establish zoning district boundaries. (Texas Local Government Code, Section 213.005.) Land use designations were approved by City Council on March 6, 2018.



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# ZONING CHANGE / SITE PLAN APPLICATION

## CONTACT INFORMATION

PROPERTY OWNER Jesus Martinez

Mailing Address 3261 Deen rd City, State, Zip FW TX 76106

Phone 817 349 5723 Email Martinez Homes 3@gmail.com

APPLICANT Jesus Martinez

Mailing Address 3261 Deen rd City, State, Zip FW TX 76106

Phone 817 349 5723 Email Martinez Homes 3@gmail.com

AGENT / OTHER CONTACT \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

*Note: If the property owner is a corporation, partnership, trust, etc., documentation must be provided to demonstrate that the person signing the application is legally authorized to sign on behalf of the organization.*

## PROPERTY DESCRIPTION

Site Location (Address or Block Range): 1000 S Reeta Parcel ID 04609441

Total Rezoning Acreage: 0.21 ☒ I certify that an exhibit map showing the entire area to be rezoned is attached.

*If multiple tracts are being rezoned, the exhibit map must clearly label each tract and the current and proposed zoning districts. A platted lot description or certified metes and bounds description is required for each tract, as described below.*

Is the property platted?

☐ YES - PLATTED

Subdivision, Block, and Lot (list all): \_\_\_\_\_

Is rezoning proposed for the entire platted area? ☐ Yes ☐ No Total Platted Area: \_\_\_\_\_ acres

*Any partial or non-platted tract will require a certified metes and bounds description as described below.*

☐ NO - NOT PLATTED

A Registered Texas Surveyor's certified metes and bounds legal description is required. The boundary description shall bear the surveyor's name, seal, and date. The metes and bounds must begin at a corner platted lot or intersect with a street. All metes and bounds descriptions must close. If the area to be rezoned is entirely encompassed by a recorded deed, a copy of the deed description is acceptable. The certified metes and bounds description must be provided in Microsoft Word format.

Total Area Described by Metes and Bounds: 0.21 acres

## APPLICATION TYPE

Please check the box next to the description that applies to your project. Make sure to select the corresponding application type when submitting your application in Accela (Zoning Change or Site Plan Amendment).

| Zoning Change Application                                                                                                                                                                                                                                                                                                                                      | Site Plan Amendment                                                                                                                                                                                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Rezoning from one standard zoning district to another<br><input type="checkbox"/> Rezoning to Planned Development (PD) District<br><input type="checkbox"/> Adding a Conditional Use Permit (CUP) Overlay<br><input type="checkbox"/> Modifying development standards, waivers, and/or land uses for an existing PD or CUP | <input type="checkbox"/> Submitting a required site plan for an existing PD<br><i>(no change to development standards or waivers)</i><br><input type="checkbox"/> Amending a previously approved PD or CUP site plan<br>Existing PD or CUP Number: _____<br>Previous Zoning Case Number: _____ |

## DEVELOPMENT INFORMATION

Current Zoning District(s): A-5 & CF Proposed Zoning District(s): ER  
 Current Use of Property: Empty lot  
 Proposed Use of Property: small offices to service the neighborhoods commercial needs

## For Planned Development (PD) Requests Only

First, reference Ordinance Section 4.300 to ensure your project qualifies for PD zoning. If so, complete the following:

Base Zoning District Proposed for PD: \_\_\_\_\_

Land Uses Being Added or Removed: \_\_\_\_\_

Are Development Standards or Waivers being requested? ☐ Yes ☐ No If yes, please list below:

- ☐ Site Plan Included (completed site plan is attached to this application)  
☐ Site Plan Required (site plan will be submitted at a future time for approval by Zoning Commission and City Council)  
☐ Site Plan Waiver Requested (in the box above, explain why a waiver is needed)

## For Conditional Use Permit (CUP) Requests Only

Current Zoning of Property: \_\_\_\_\_

Additional Use Proposed with CUP: \_\_\_\_\_

Are Development Standards or Waivers being requested? ☐ Yes ☐ No If yes, please list below:

- ☐ A site plan meeting requirements of the attached checklist is included with this application (required for all CUP requests)

**DETAILED PROJECT DESCRIPTION**

Please provide a detailed summary of your proposal below. This should include a detailed description of the proposed use and reason for rezoning, how this use is compatible with surrounding land uses and the City's Comprehensive Plan, and any other details relevant to your request. Feel free to attach additional pages, concept plans, etc. as needed.

For PD or CUP requests, please explain why your proposal cannot be accommodated by standard zoning districts, clarify if any waivers are being requested and why, and detail any changes from previously approved site plans or development standards.

~~Currently as it stands 1000 S Retta is a empty lot~~

\* See attached Word doc \*

Currently as it stands 1000 S Retta is a empty vacant lot that unfortunately attracts unwanted loitering and illegal activities due to a CF zoning park area nearby. This problem is partially due to lack of traffic, viewing eyes, since the CF zone is separated from A-5 houses by the S Retta st. The Gid Hooper Park area (CF zone) needs more traffic, in return there will be less chances for crime to occur in this general area, also this positively impacts the neighborhood and school by eliminating the lack of surveillance.

This empty lot of 1000 S Retta will serve as the perfect solution to this growing problem. We humbly ask the city of Fort Worth to grant us the zoning change to ER to build small office(s) (to fully take advantage of the length of the lot). If this request is granted the neighborhood will be able to take full advantage of commercial services nearby. Most importantly the area will be more populated and discourage illegal activities from occurring nearby.

The nearby zoning of I (light industrial) shows this area of Fort Worth is already familiar with commercial traffic in the nearby streets such as Riverside Dr. Building a commercial office in this lot only pushes this plan for growth further while bringing a safer community together.

## ADDITIONAL QUESTIONS

1. Is this property part of a current Code Compliance case? ☐ Yes ☒ No If yes, please explain:

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2. Is the purpose of this request to provide a reasonable accommodation for a person(s) with disabilities? ☐ Yes ☒ No

If yes, this application will be directed to the Development Services Director or Zoning Administrator for review pursuant to Ordinance No. 22098-03-2016, "Reasonable Accommodation or Modification for Residential Uses." Applications under a Reasonable Accommodation Ordinance review will not be heard by the Zoning Commission. Please see Ordinance No. 22098-03-2016 (Chapter 17, Division V) for more information. (Note to staff: If yes, send a copy of this application and any attachments to the Zoning Administrator as soon as possible.)

3. Have you contacted the relevant Council Member to discuss your proposal? ☐ Yes ☒ No Click to find your Council District.

4. Have you contacted nearby neighborhood organizations and property owners to discuss your proposal? ☐ Yes ☒ No

The Fort Worth Neighborhood Database includes contact information for each registered organization. To find a list of organizations in close proximity to your site, please use the Online Zoning Map or contact Community Engagement. All registered groups within 1/4 mile of your site and property owners within 300 feet will be notified of the request.

5. Would you need Translation Services to explain your case and answer questions at either the Zoning Commission and/or at City Council hearing? (at no cost to you)

*¿Va usted a necesitar servicios de traducción para explicar y contestar preguntas sobre su caso ante la Comisión de Zonificación y/o frente al Consejo de la Ciudad? (sin coste para usted)* ☐ Sí ☒ No

If yes, please explain in which language you need translation/ *Si así lo quiere, explique en qué idioma:* \_\_\_\_\_

6. The following items are required with your application. Please confirm submittal by checking each item below.

- ☐ Completed copy of Zoning Change Application with original signatures (pages 2-6)
- ☐ Corporate documents demonstrating signature authority if property owner is a corporation, partnership, trust, etc.
- ☐ A copy of the recorded plat or certified metes and bounds description (page 2)
- ☐ An exhibit map showing the entire area to be rezoned with labels for current and proposed zoning districts
- ☐ If requesting Planned Development (PD) zoning or a Conditional Use Permit (CUP):
  - ☐ Site Plan meeting requirements of attached checklist (pages 7-8)
  - ☐ A list of all waiver requests with specific ordinance references

## ACKNOWLEDGEMENTS / LETTER OF AUTHORIZATION FOR ZONING CASE REPRESENTATION

*I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now, or will be, fully prepared to present the above proposal before the Zoning Commission and City Council public hearings. I further certify that I have read and understand the information provided, concerning the policies and procedures regarding consideration of my zoning request.*

*I understand that Planning staff will not conduct a plan review for this development and any and all development / design standards must be adhered to unless otherwise specified through a waiver.*

*I understand that all recommendations of the Zoning Commission will be forwarded to the City Council for final determination, normally scheduled for the second Tuesday of the following month. I further understand that any actions of the Zoning Commission are considered recommendations to the City Council and that I may be heard by the City Council at the prescribed Council hearing date where a final decision will be made.*

*I further understand that if I am not present nor duly represented at the Commission's public hearing, the Zoning Commission may dismiss my request, which constitutes a recommendation that the request be denied. I further understand that if I am not present, or duly represented, at the City Council public hearing, the City Council may deny my request.*

*I reserve the right to withdraw this proposal at any time, within 14 days of the deadline filing date, upon written request filed with the Executive Secretary of the Commission. Such withdrawal shall immediately stop all proceedings thereon; provided, however, case withdrawal, filed any time after the 14 days following the filing deadline, shall constitute a denial by the Commission and City Council. I understand my filing fee is not refundable upon withdrawal of my case application after public notice, nor following denial by the Commission or Council of my case. I / we respectfully request approval and adoption of the proposed zoning / land use of property, within the City of Fort Worth, as identified in this application.*

### SIGN INSTALLATION AUTHORIZATION

Authority is hereby granted to the City of Fort Worth, or its agent, to install upon the above described property, sign or signs in a conspicuous place, or places, at a point, or points nearest any right-of-way, street, roadway or historic designation, or, special exception or public thoroughfare abutting said property. Such sign or signs indicate that a zoning amendment is proposed and that further information can be acquired by telephoning the number indicated. I shall inform City Staff if the sign is removed, lost, or otherwise ceases to be displayed on my property during the processing of the zoning case.

Owner's Signature (of the above referenced property): Jose

Owner's Name (Printed): Jose de Jesus Martinez

### If application is being submitted by an applicant or agent other than the property owner, complete the section below:

AUTHORITY IS HEREBY GRANTED TO (NAME) \_\_\_\_\_ ACTING ON MY BEHALF AS THE OWNER OF THIS PROPERTY AS INDICATED AT THE APPRAISAL DISTRICT, TO FILE AND PRESENT AN APPLICATION TO THE CITY OF FORT WORTH, TEXAS, TO REQUEST A CHANGE IN ZONING CLASSIFICATION FOR THE FOLLOWING PROPERTY:

\_\_\_\_\_ (CERTIFIED LEGAL DESCRIPTION)

Owner's Signature (of the above referenced property)

Applicant or Agent's Signature

Owner's Name (Printed)

Applicant or Agent's Name (Printed):



## SITE PLAN CHECKLIST AND REQUIREMENTS

### Planned Development (PD) and Conditional Use Permit (CUP) Requests

#### Items to be Shown on All Site Plans

##### Project Identification:

- ☐ Site Address and Legal Description
- ☐ Title of project or development (in bold letters) in the lower righthand corner of the plan
- ☐ Date of preparation or revision, as applicable
- ☐ Name, address, and telephone number of engineer, architect, surveyor, and developer/owner
- ☐ Vicinity map, north arrow, and scale
- ☐ Label the zoning case number in the lower righthand corner of the plan, below the title
- ☐ Provide a signature line labeled: "Director of Development Services" with a "Date" line above the project title

##### Site Conditions:

- ☐ Buildings and Structures – The location and dimensions of all existing and proposed buildings and structures on the site, including those proposed for removal; the specific category of land/occupancy use(s) to be contained therein; the gross floor area, number of stories, land density per net acre of any residential buildings to remain or proposed, building height and separation, exterior construction material(s); and the location of all entrances and exits to buildings.
- ☐ Streets, Parking, and Drives – The location, paving and Right-of-Way widths, dimensions, and type(s) of all existing and proposed surface materials of perimeter and internal public and private streets, driveways, entrances, exits, parking and loading areas, including the number of off-street parking and ADA spaces, access ramps, wheel stops/curbing, and internal vehicular circulation pattern(s) or flow diagrams.
- ☐ Supplemental Surfaces – The types of surfacing i.e. grass turf, gravel, walks, etc. elsewhere existing or proposed on the site that is not proposed for vehicular paving and circulation.
- ☐ Dumpsters/Air Conditioners/Compactors – The size and location of all garbage containers, compactors, ground mounted air conditioners, etc., including the screening material identification and height thereof.
- ☐ Fences and Screening – Location, material, and height of all screen fences, walls, screen plantings, or bufferyards.
- ☐ Setbacks and Easements – Show all utility, drainage, and other easements, and all setbacks as appropriate to the zoning district and recorded plats.
- ☐ Land Use and Zoning – Label the land use and zoning classifications of both the site area and the immediately adjacent properties abutting the site.
- ☐ For Multifamily Site Plans - Provide a diagram showing areas being counted towards open space. If a waiver is required, provide a specific minimum percentage or other language defining how open space will be calculated for your project.

##### General Notes:

*The following notes should be included on all site plans:*

- ☐ This project will comply with Section 6.301, Landscaping.
  - ☐ Note: For multifamily projects, revise this note to state: "This project will comply with Enhanced Landscaping Requirements for Section \_\_\_\_." (reference section for your specific zoning district)
- ☐ This project will comply with Section 6.302, Urban Forestry.
- ☐ All signage will conform to Article 4, Signs.
- ☐ All provided lighting will conform to the Lighting Code.

*For multifamily projects in CR, C, or D districts, also include the following note:*

- ☐ This project will comply with the Multifamily Design Standards (MFD) and an MFD Site Plan shall be submitted.

Please make sure to carefully review the development and design standards for your zoning district in Chapter 4 of the Zoning Ordinance. If any waivers from these requirements are being requested, they must be clearly listed on the application and site plan. Once a site plan is approved by City Council, a PD or CUP Amendment will be required to add or modify any waivers. This is a full rezoning (public hearing) process that cannot be approved administratively.

**Note: Approval of a zoning site plan does not waive health and safety requirements from Platting, Transportation/Public Works, Fire, Park & Recreation, and Water Department. These items cannot be waived through the Zoning Commission and City Council. Approval of the zoning site plan does not constitute the acceptance of conditions from these departments.**