



NEIGHBORHOOD GROUP NOTICES

A zoning change is requested for the property shown on the attached map. 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 just merely to 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

Approval or denial of the proposed zoning change by the Zoning Commission is only a recommendation to the City Council. City Council makes the final determination on the outcome of a zoning change.

If you want to comment on this case, please return the form below with any additional written commentary. Letters can be submitted via mail or email as described below. Please submit your response by the Monday before the hearing by 5:00 pm. All letters should reference the relevant case number.

Email: zoninglanduse@fortworthtexas.gov

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

To register to speak at the Zoning Commission hearing, please visit fortworthtexas.gov/calendar and select the Zoning Commission meeting date. The deadline for speaker registration is 5:00 p.m. the day before the hearing.

To register to speak at the City Council hearing, please visit fortworthtexas.gov or contact the City Secretary's Office at 817-392-6150.

PUBLIC HEARING DATES	
Zoning Commission	
City Council	
Location: 200 Texas St Council Chambers, Second Floor	
LOCATION MAP	

Case Number:		
Applicant:	Site Address:	Council District:
Current Zoning:	Proposed Zoning:	Proposed Use:

Please complete the section below for your organization, or send a separate letter to the email or mailing address listed above.

Organization Name:	Oppose	Support
Signature of Representative:	Printed Name of Representative:	

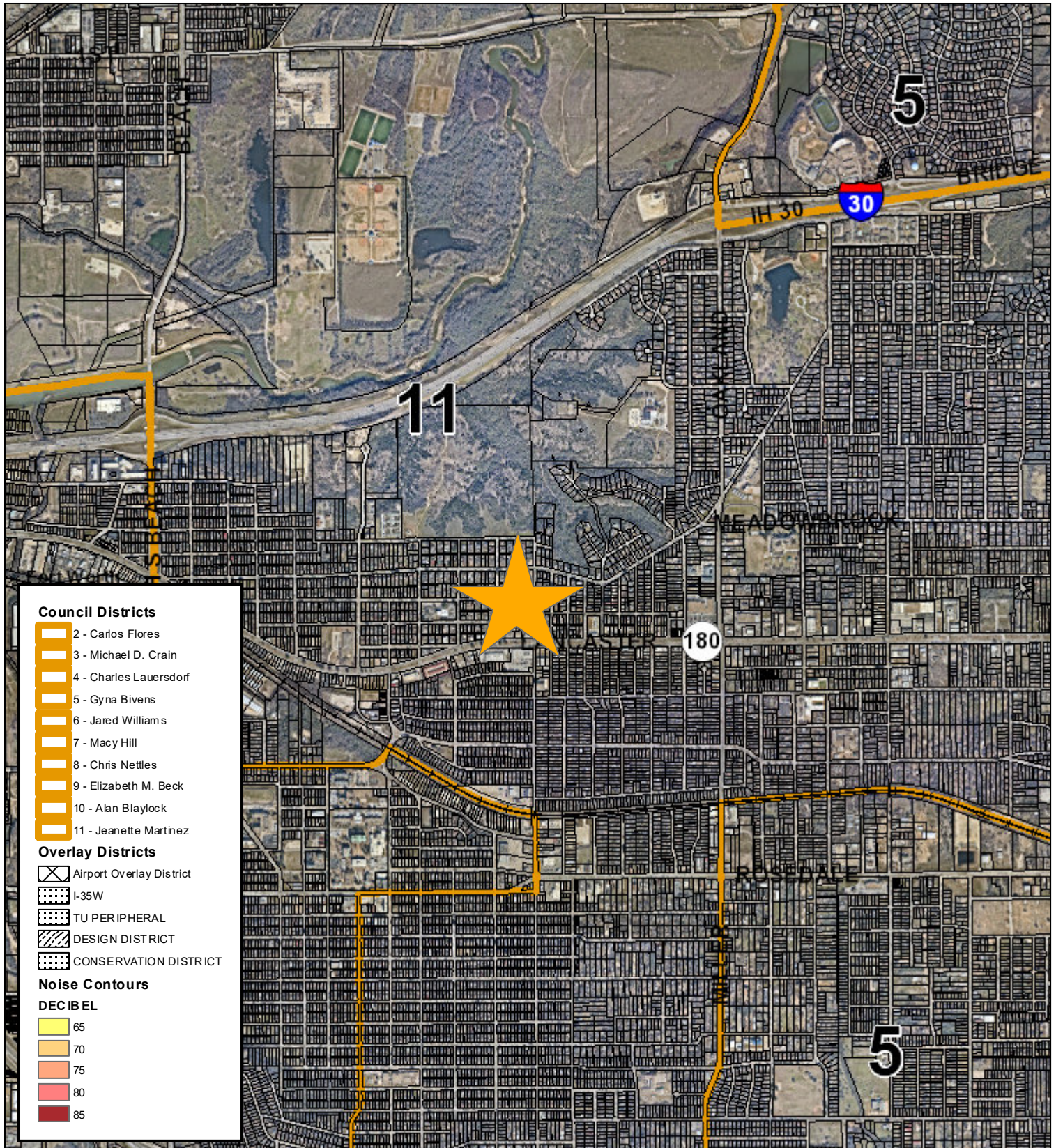
Aerial Photo Map



0 55 110 220 Feet



Area Map



Council Districts

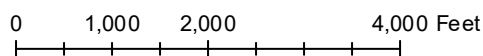
- 2 - Carlos Flores
- 3 - Michael D. Crain
- 4 - Charles Lauerdorf
- 5 - Gyna Bivens
- 6 - Jared Williams
- 7 - Macy Hill
- 8 - Chris Nettles
- 9 - Elizabeth M. Beck
- 10 - Alan Blaylock
- 11 - Jeanette Martinez

Overlay Districts

- Airport Overlay District
- I-35W
- TU PERIPHERAL
- DESIGN DISTRICT
- CONSERVATION DISTRICT

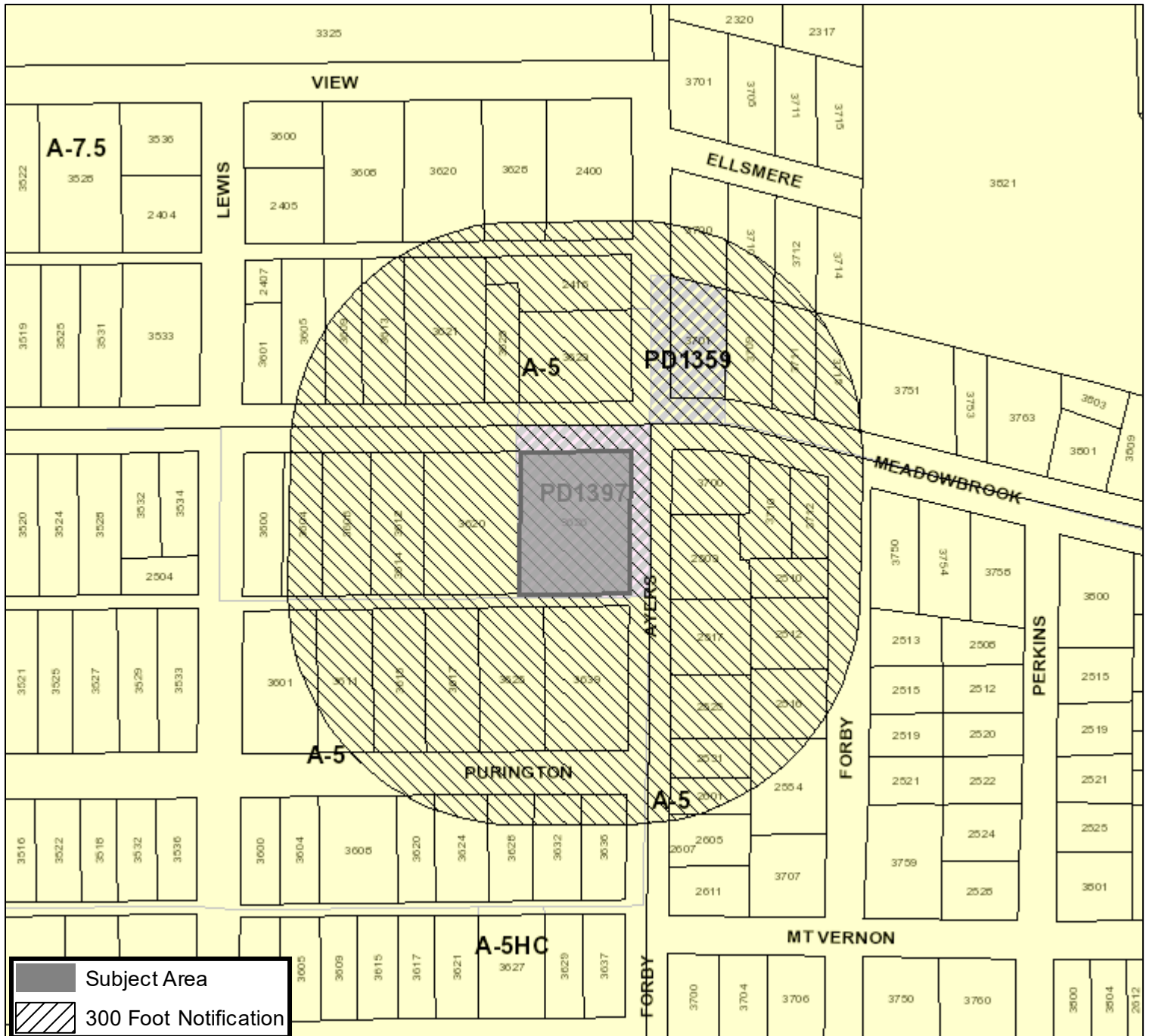
Noise Contours

- DECIBEL**
- 65
 - 70
 - 75
 - 80
 - 85



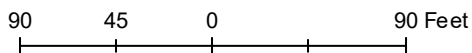
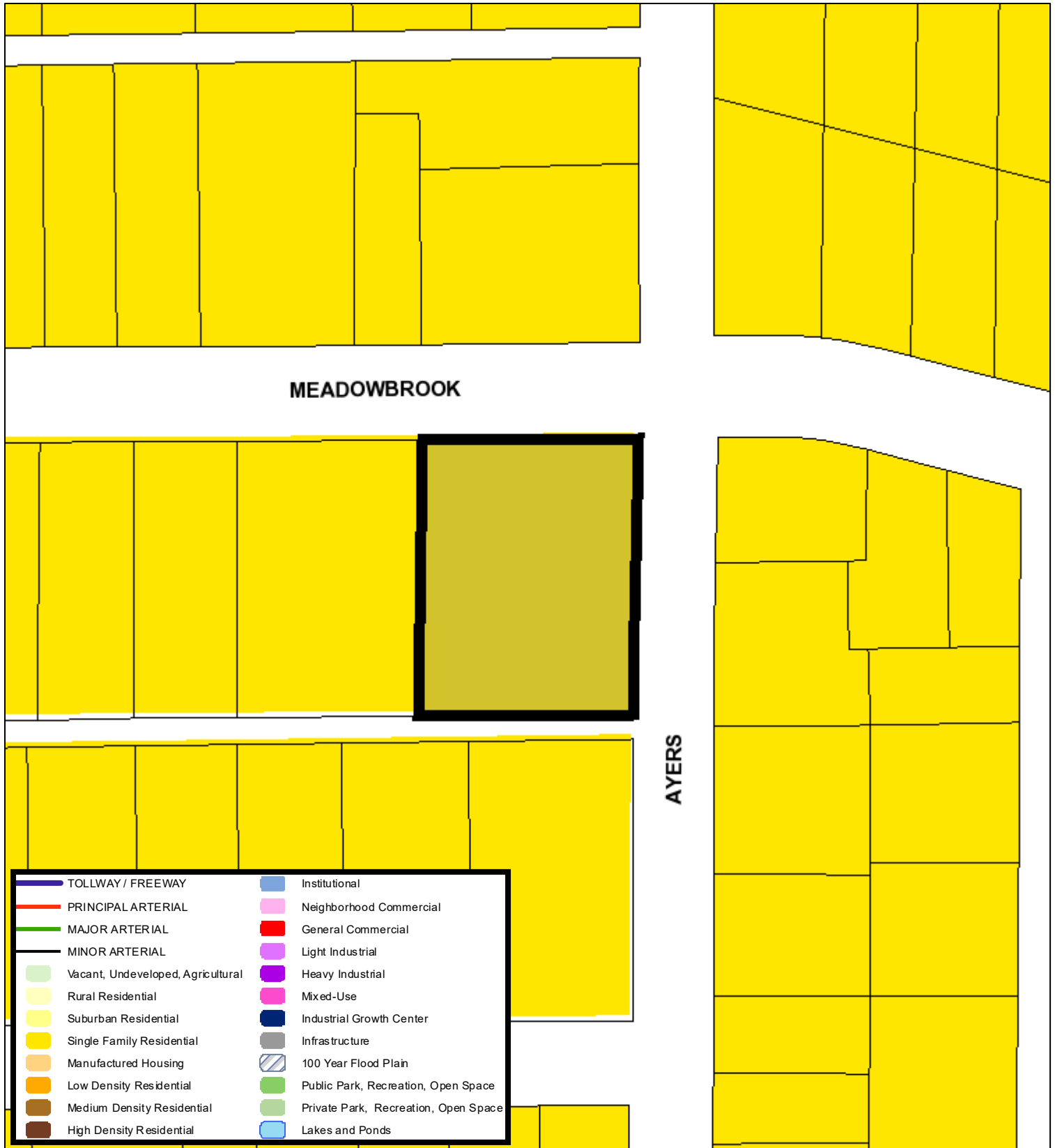
Area Zoning Map

Applicant: Meadowbrook Place LLC / Brian Milligan
 Address: 3626 Meadowbrook Drive
 Zoning From: PD 1397
 Zoning To: Amend PD1397 waiver for dumpster enclosure, add required site plan
 Acres: 0.61250834
 Mapsco: Text
 Sector/District: Eastside
 Commission Date: 2/12/2025
 Contact: 817-392-7869



0 90 180 360 Feet

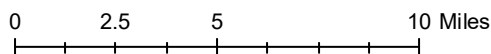
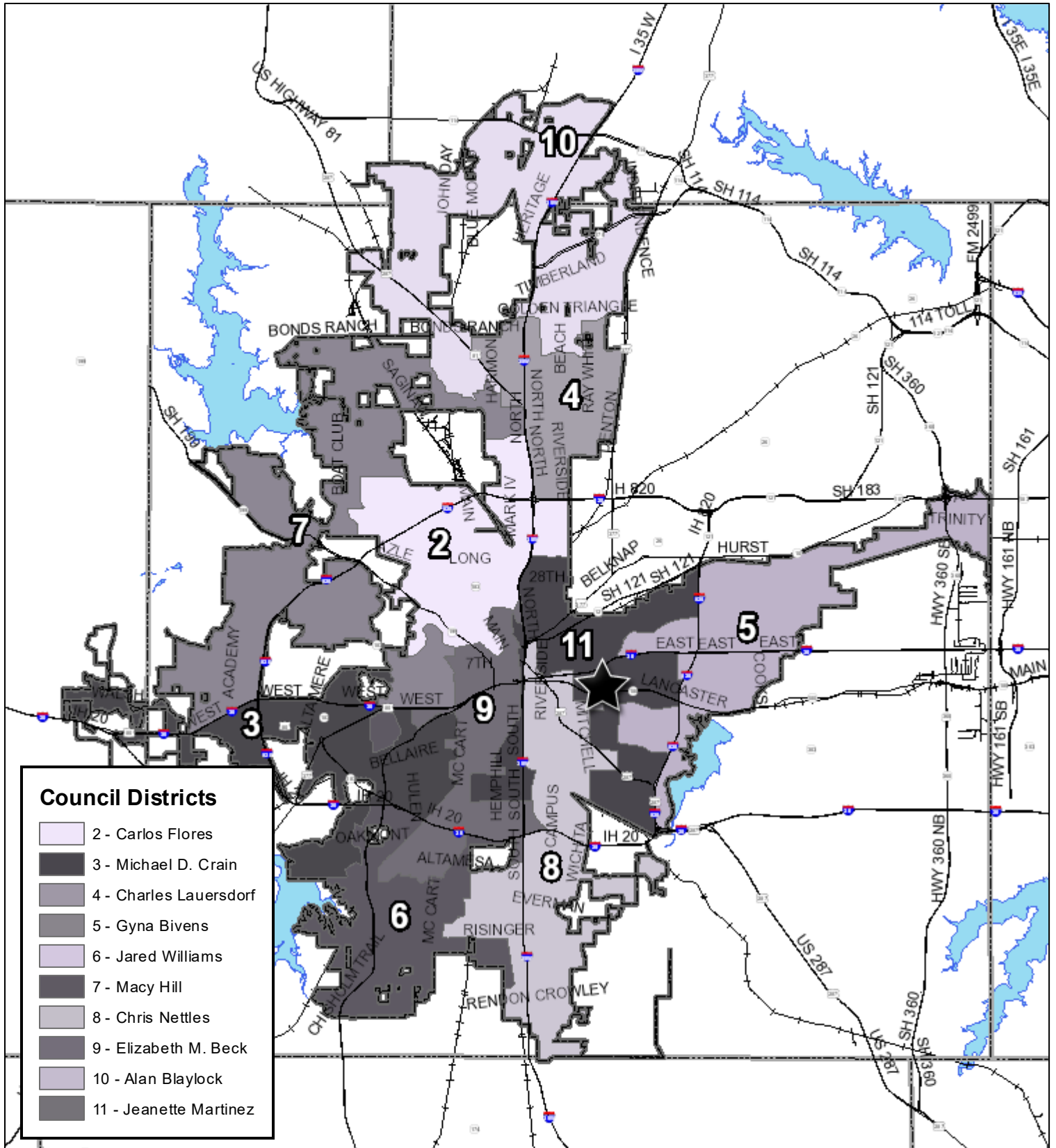
Future Land Use



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.



Location Map





ZONING CHANGE / SITE PLAN APPLICATION

CONTACT INFORMATION

PROPERTY OWNER MEADOWBROOK PLACE, LLC.

Mailing Address 1101 BRAE CT City, State, Zip FT WORTH, TX 76111

Phone 817-229-5155 Email srivers@earnestbuyers.com

APPLICANT STEPHEN RIVERS

Mailing Address 1101 BRAE CT City, State, Zip FT WORTH, TX 76111

Phone 817-229-5155 Email srivers@earnestbuyers.com

AGENT / OTHER CONTACT BRIAN G MILLIGAN

Mailing Address 5140 MALINDA LN N City, State, Zip FT WORTH, TX 76112

Phone 817-313-3219 Email grazinpasture@gmail.com

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): 3626 MEADOWBROOK DR, LOT 1R, BLOCK 17, TANDY ADDITION

Total Rezoning Acreage: 0.5764 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: 0.5764 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 type="checkbox"/> Rezoning from one standard zoning district to another <input type="checkbox"/> Rezoning to Planned Development (PD) District <input type="checkbox"/> Adding a Conditional Use Permit (CUP) Overlay <input type="checkbox"/> Modifying development standards, waivers, and/or land uses for an existing PD or CUP	<input checked="" type="checkbox"/> Submitting a required site plan for an existing PD <i>(no change to development standards or waivers)</i> <input type="checkbox"/> Amending a previously approved PD or CUP site plan Existing PD or CUP Number: _____ Previous Zoning Case Number: _____

DEVELOPMENT INFORMATION

Current Zoning District(s): 11 / PD 1397 Proposed Zoning District(s): 11 / PD 1397

Current Use of Property: OFFICE/RETAIL

Proposed Use of Property: OFFICE/RETAIL/COFFEE SHOP

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: ER

Land Uses Being Added or Removed: OFFICE/RETAIL/COFFEE SHOP

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.

THIS APPLICATION IS TO SEEK APPROVAL OF THE ATTACHED SITE PLAN.

ADDITIONAL QUESTIONS

1. **Is this property part of a current Code Compliance case?** Yes No If yes, please explain:
CASE#22-635554, PROPERTY WAS CITED NEEDING UPDATES TO ROOF, EXT. WALL & ELECTRICAL ON
AUG 17, 2024. INSPECTING OFFICER WAS NOTIFIED THAT THE PROPERTY IS UNDER DEVELOPMENT AND
THAT THE INDICATED VIOLATIONS WILL BE ADDRESSED BY AN UPCOMING REMODELING PROJECT.
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 ½ 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): _____

Owner's Name (Printed): STEPHEN RIVERS

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) BRIAN G MILLIGAN 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:

TANDY ADDITION BLOCK 17 LOT 1R (CERTIFIED LEGAL DESCRIPTION)

Owner's Signature (of the above referenced property)

STEPHEN RIVERS

Owner's Name (Printed)

Applicant or Agent's Signature

BRIAN G MILLIGAN

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:

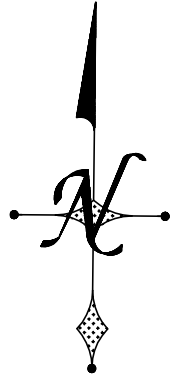
- This project will comply with [Section 6.301, Landscaping](#).
 - Note: For multifamily projects, revise this note to state: "This project will comply with Enhanced Landscaping Requirements for Section ____." (reference section for your specific zoning district)
- This project will comply with [Section 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:

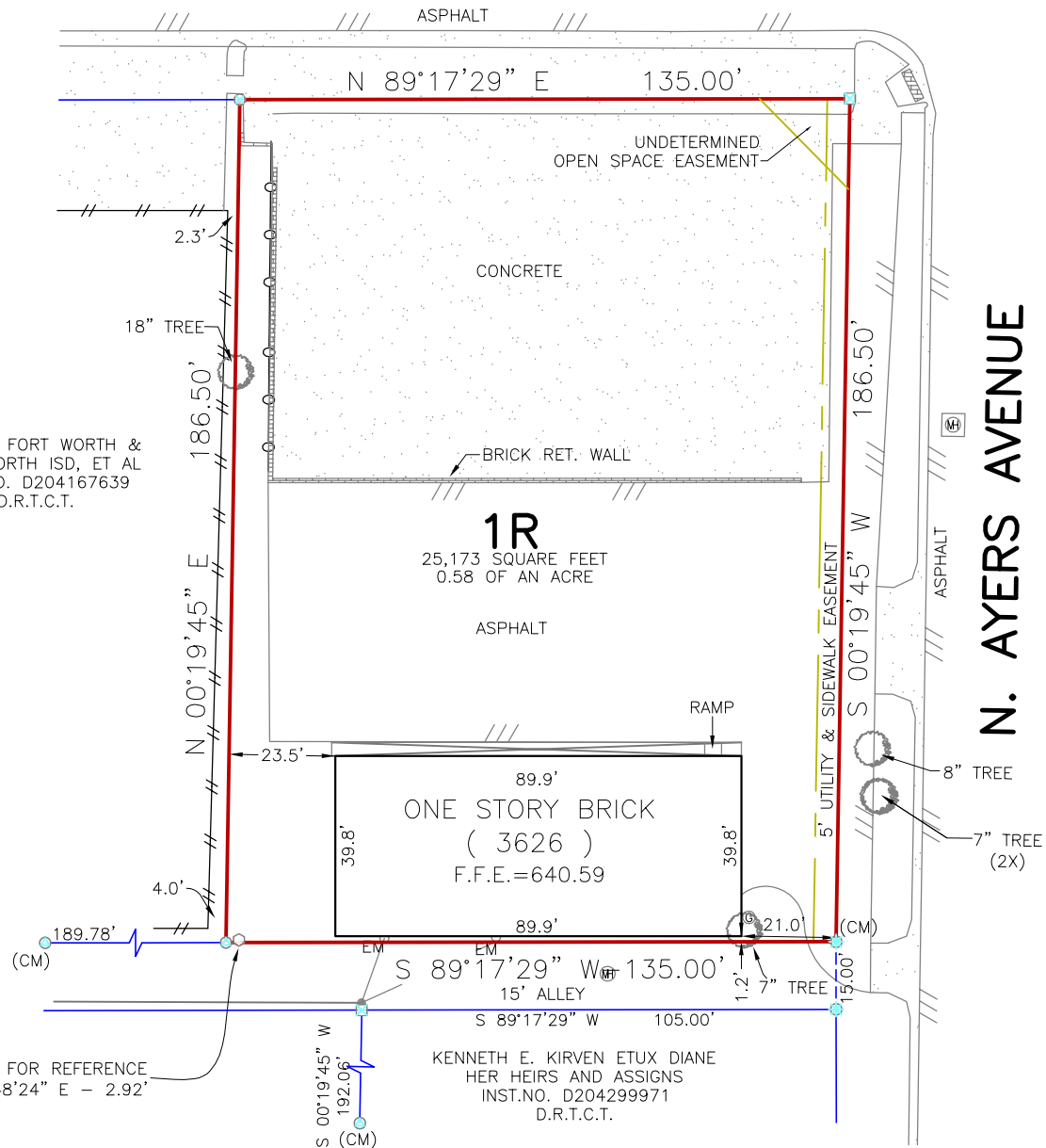
- This project will comply with the Multifamily Design Standards (MFD) and an MFD Site Plan shall be submitted.

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.



MEADOWBROOK DRIVE



CITY OF FORT WORTH &
FORT WORTH ISD, ET AL
INST.NO. D204167639
D.R.T.C.T.

5/8" IRF FOR REFERENCE
N 77°48'24" E - 2.92'

SW CORNER OF
KENNETH E. KIRVEN ETUX DIANE
HER HEIRS AND ASSIGNS
INST.NO. D204299971
D.R.T.C.T.

N. AYERS AVENUE

2701 SUNSET RIDGE DRIVE, STE. 303
ROCKWALL, TEXAS 75032

ALTA



FIRM REGISTRATION NO. 10194366

BARRY S. RHODES Registered Professional Land Surveyor (214) 326-1090

This is to certify that I have, this date, made a careful and accurate survey on the ground of property located at No. 3626 MEADOWBROOK DRIVE, in the city of FORT WORTH Texas.

BEING Lot 1R, Block 17, Tandy Addition, an Addition to the City of Fort Worth, Tarrant County, Texas, according to the Plat thereof recorded in Volume 388-114, Page 807, Plat Records, Tarrant County, Texas.

NOTES:

There was no observable evidence of site use as a solid waste dump, sump or sanitary landfill.

Tract #1 Gross land area 25,173 square feet or 0.58 of an acre.

0 total parking spaces and 0 handicap parking spaces

No known evidence of recent earth moving work, building construction, or building additions observed in the process of conducting the fieldwork.

No known proposed changes in street right of way lines, no known of information is made available to the surveyor by the controlling jurisdiction. No known evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.

No known plottable offsite (i.e., appurtenant) easements or servitudes disclosed in documents provided to or obtained by the surveyor as a part of the survey pursuant to Sections 5 and 6 (and applicable selected Table A thereof (Optional Survey Responsibilities and Specifications): unless otherwise shown.

Party walls not observed

Professional liability insurance policy obtained by the surveyor in the minimum amount of \$1,000,000 to be in effect throughout the contract term. Certificate of insurance to be furnished upon request, but this item shall not be addressed on the face of the plat or map.

SURVEYOR'S CERTIFICATION

To River Bank Capital

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 2, 3, 4, 6(a), 6(b), 7(a), 7(b), 8, 9, 10, 11, 13, 16, 17, 19), of Table A thereof. The fieldwork was completed on April 8, 2024.



Bearings shown hereon are referenced to the Texas Coordinate System of 1983, North Central Zone (4202), and are based upon the North American Datum of 1983 (NAD 83), 2011 Adjustment, Epoch 2010.

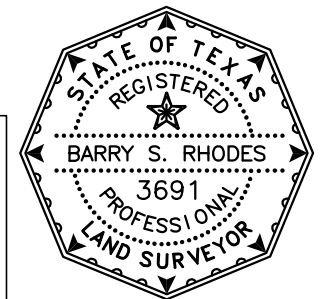
THIS CERTIFICATION DOES NOT TAKE INTO CONSIDERATION ADDITIONAL FACTS THAT AN ACCURATE TITLE SEARCH AND OR EXAMINATION MIGHT DISCLOSE.

The plat hereon is true, correct, and accurate representation of the property as determined by survey, the lines and dimensions of said property being as indicated by the plat: the size, location and type of building and improvements are as shown, all improvements being within the boundaries of the property, set back from property lines the distance indicated, or visible and apparent easements. TITLE AND ABSTRACTING WORK FURNISHED BY N/A

THERE ARE NO ENCROACHMENTS, CONFLICTS, OR PROTRUSIONS, EXCEPT AS SHOWN.
Scale: 1" = 40'
Date: 04-08-2024
G. F. No.: N/A
Job no.: 202402702
Drawn by: BM

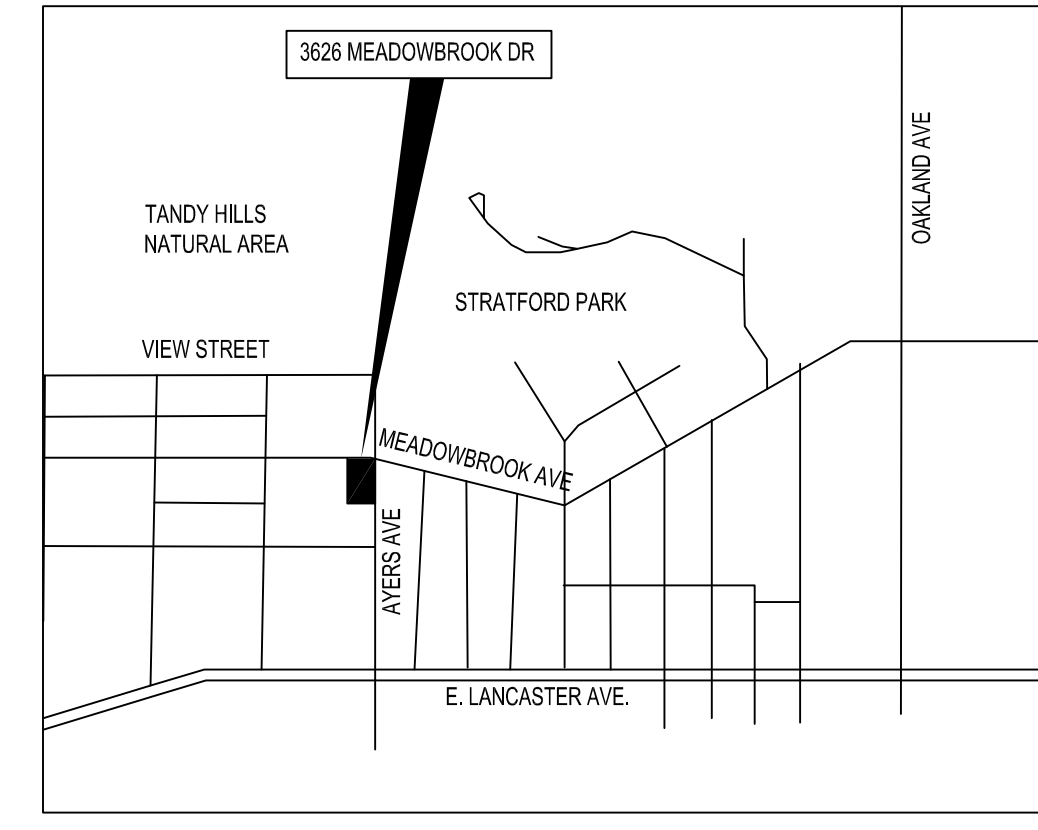
USE OF THIS SURVEY FOR ANY OTHER PURPOSE OR OTHER PARTIES SHALL BE AT THEIR RISK AND UNDERSIGNED IS NOT RESPONSIBLE TO OTHER FOR ANY LOSS RESULTING THEREFROM.
THIS SURVEY WAS PERFORMED EXCLUSIVELY FOR RIVER BANK CAPITAL

LEGEND	
WOOD FENCE	--- IRON FENCE ---
CHAIN LINK	-o- WIRE FENCE -x-
BOUNDARY LINE	█
EASEMENT SETBACK	█
CM	- CONTROLLING MONUMENT
MRD	- MONUMENTS OF RECORD DIGNITY
○	1/2" IRON ROD FOUND
○	1/2" YELLOW-CAPPED IRON ROD SET
□	SET 'X' □ FOUND 'X'
○	3/8" IRON ROD FOUND
○	5/8" IRON ROD FOUND
○	TREE
○	POINT FOR CORNER EM - ELECTRIC METER
⊙	- CABLE ⊕ - ELECTRIC
⊙	- CLEAN OUT PE - POOL EQUIP
⊙	- GAS METER ● - POWER POLE
⊙	- FIRE HYDRANT ⊕ - TELEPHONE
⊙	- LIGHT POLE ⊕ - WATER METER
MH	- MANHOLE ⊕ - WATER VALVE
(UNLESS OTHERWISE NOTED)	

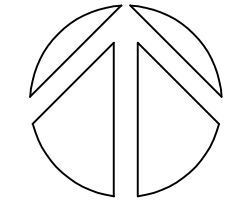


ZONING A-7.5

ZONING PD-1359



02 VICINITY MAP
SCALE: 1"=1000'



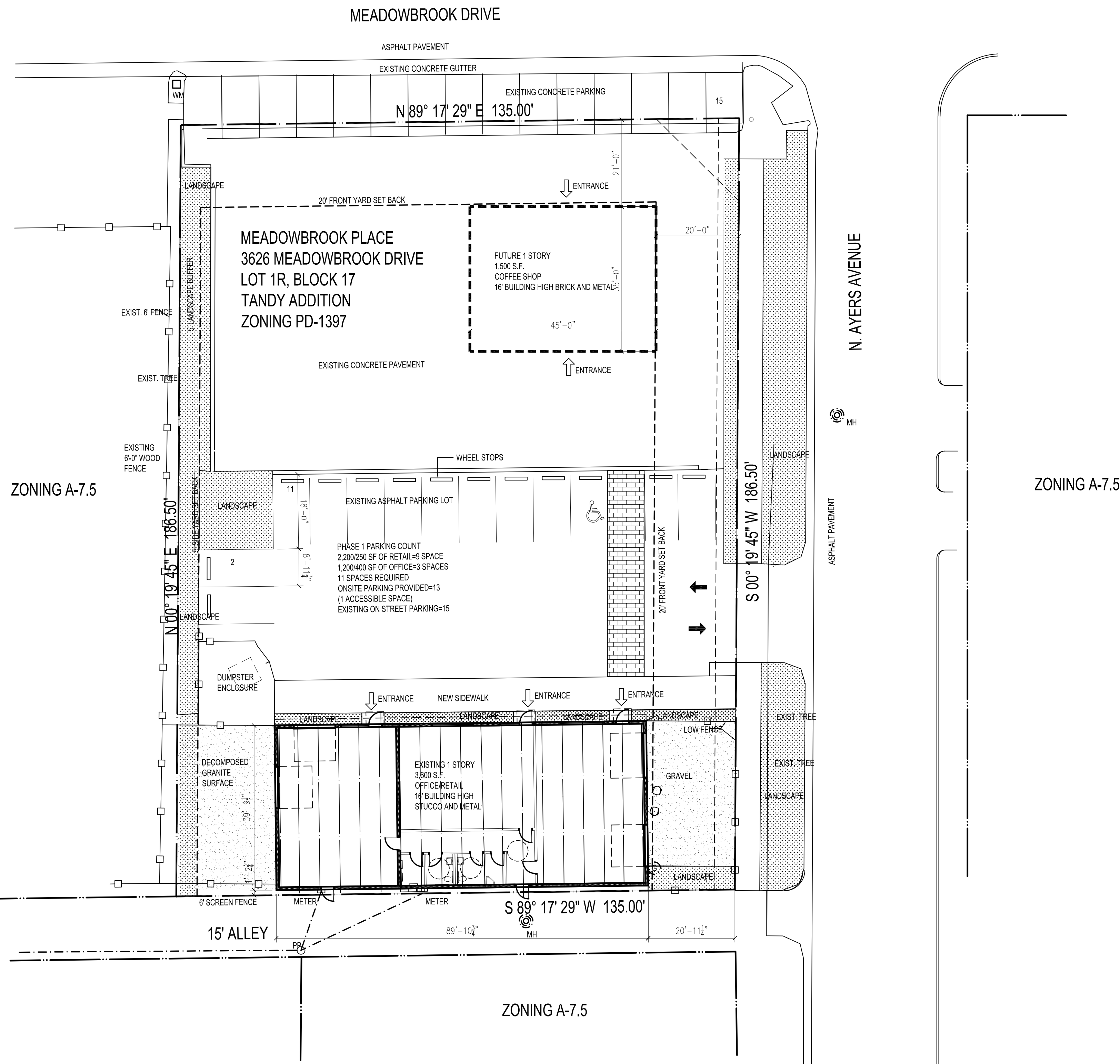
GENERAL NOTES:

1. THIS PROJECT WILL COMPLY WITH SECTION 6.301, LANDSCAPEING.
2. THIS PROJECT WILL COMPLY WITH SECTION 6.302, URBAN FORESTRY.
3. ALL SIGNAGE WILL CONFORM TO ARTICLE 4, SIGNS.
4. ALL PROVIDED LIGHTING WILL CONFORM TO THE LIGHTING CODE.
5. THE FOLLOWING MINIMUM STANDARDS SHALL APPLY TO THE WIDTH AND LENGTH OF PARKING SPACES.

TYPE	WIDTH	LENGTH
STANDARD	9'-0"	18'-0"

OWNER:
MEADOWBROOK PLACE, LLC
1101 BRAE COURT
FORT WORTH, TEXAS 76111

ARCHITECT:
GFF DESIGN
LONNIE BURNS, AIA
1701 RIVER RUN, #800
FORT WORTH, TEXAS 76107



01 SITE PLAN
FILE NAME: COFFEE FOLK.DWG
SCALE: 1/16"=1'-0"

