



Zoning Staff Report

Date: September 30, 2025

Case Number: ZC-25-143

Council District: 7

Zoning Map Amendment

Case Manager: [Lynn Jordan](#)

Owner / Applicant: Henry B Paup / Benchmark Bank / Teal Loftis

Site Location: 5020 Collinwood Avenue

Acreage: 0.57 acres

Request

Proposed Use: Bank w/ drive-thru

Request: From: “ER” Neighborhood Commercial Restricted

To: “PD/E” Planned Development for “E” Neighborhood Commercial uses excluding liquor or package store, convenience store with development standards for signage in the front yard setback and structures in the rear yard setback; site plan included

Recommendation

Land Use Compatibility: Requested change **is compatible**

Comprehensive Plan Consistency: Requested change **is consistent**

Comprehensive Plan Map Consistency: Requested change **is consistent**

Staff Recommendation: **Approval**

Zoning Commission Recommendation: **Approval by a vote of 10-0**

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Project Description and Background

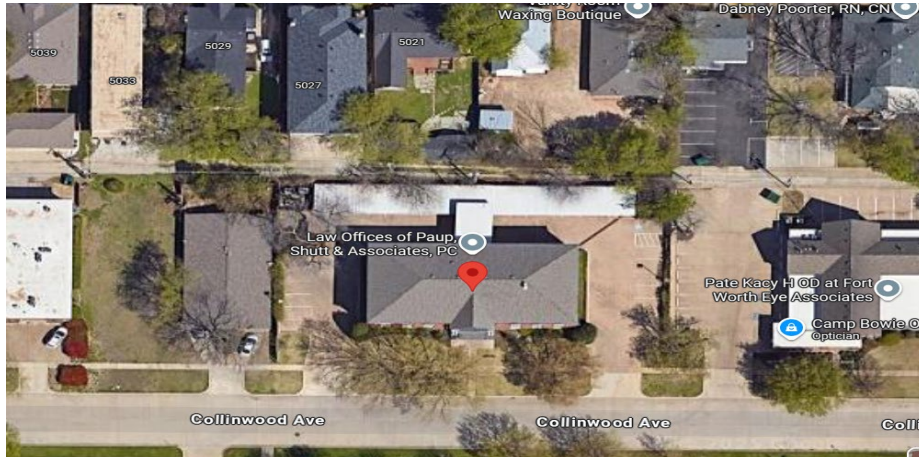
The applicant is proposing to zone the subject site from “ER” Neighborhood Commercial Restricted to “PD/E” Planned Development for “E” Neighborhood Commercial excluding certain uses to accommodate for a bank with drive-thru in the existing building plus add a monument sign. The existing building is currently being used as offices. There are existing structures located in the rear yard setback and a monument sign proposed in the front yard setback that trigger the need for a “PD” Planned Development district.

A site plan has been included with this application, as required for Planned Developments (PD). Per Ordinance 4.301.b (‘[Site Plan Requirements](#)’), a site plan is necessary to ensure zoning compliance and appropriate integration with the surrounding neighborhood. It also illustrates the potential impact of the proposed rezoning. Staff did receive a letter of support from the Camp Bowie District.

Applicant’s response

The rezoning of an existing two-story brick and frame building for the use of a new branch and offices for Benchmark Bank. We propose rezoning from District “ER” to “E” which would be compatible with the surrounding mix of medium density multifamily and low intensity commercial, while permitting the use of a bank. Benchmark Bank would like to rework the existing drive and parking to provide a drive-through window for banking transactions.

Overhead aerial view



Side view of existing carports at the rear property line view



Front view



Commercial structures directly behind subject site



Duplex and Apartment complex to the west



[illegible]

North	“C” Medium Density Multifamily; “PD27” Planned Development/Specific Use for arts and crafts, beauty, medical doctor-sole proprietor/therapist, residence, professional offices, attorney, accounting, consulting, investment and “PD27A” Planned Development/Specific Use for health service facility, including doctor’s office or medical clinic, offices, dressmaking custom, millinery shop, studio art and photography subject to “ER” development standards with 5’ side yards / small commercial businesses, single-family
East	“C” Medium Density Multifamily and “ER” Neighborhood Commercial Restricted / commercial office building
South	“C” Medium Density Multifamily / Fort Worth ISD
West	“C” Medium Density Multifamily / duplex, multifamily

No zoning cases for at least 25 years



Written Notice

Written notice of the Zoning Commission public hearing was mailed to the owners of real property lying within 300 feet were mailed on August 29, 2025.

Posted Notice

A sign was erected on the property not less than 10 days before the Zoning Commission public hearing date.

Published Notice

A notice of the public hearing before the City Council will be published in the Fort Worth Star Telegram at least 15 days before the hearing.

Courtesy Notice

The following organizations were emailed on August 29, 2025:

Organizations Notified	
Westside Alliance	Crestline Area NA*
Sunset Heights NA	West Byers NA*
Como NAC	Northcrest NA
Keep Lake Como Beautiful	Arlington Heights NA*
Trinity Habitat for Humanity	Streams and Valleys Inc
Camp Bowie District Inc.	Fort Worth ISD

**Closest registered Neighborhood Associations*

Development Impact Analysis

Land Use Compatibility

Property surrounding the subject site consists of commercial, retail, single family, duplex and quadplex. Properties to the west and south are used for commercial, multifamily and single-family uses. Property to the north is zoned medium density multifamily and neighborhood commercial restricted (currently a commercial use with parking). "ER" Neighborhood Commercial Restricted is similar to "E" Neighborhood Commercial zoning but would not allow a monument sign. Neighborhood Commercial "E" zoning is the least intensive classification that allows for the drive-thru use and monument sign by right.

Because the site adjoins commercial zoning and uses on all three (3) sides, the proposed zoning **is compatible** with surrounding land uses.

Comprehensive Plan Consistency – Arlington Heights

~~The 2023 Comprehensive Plan currently designates the subject property as future Neighborhood Commercial.~~
This is further defined as "Retail, services, offices and mixed uses serving daily needs for a local market area".

COMMERCIAL		
Neighborhood Commercial	Retail, services, offices and mixed uses serving daily needs for a local market area	ER, E, MU-1, Applicable Form-Based Codes
General Commercial	Retail, services, offices and mixed uses serving occasional needs for a larger market area	All Commercial, MU-1, MU-2, Applicable Form-Based Codes

The proposed zoning **is consistent** with the Comprehensive Plan.

Site Plan Comments

Zoning and Land Use

The following comments need to be addressed on the site plan.

1. Proposed monument sign and 5 ft. wood fence encroaches into a projected front yard setback of 20 feet. Waiver requested
2. Existing mechanical equipment and carports encroach into a supplemental setback of 20 feet. waiver requested
3. ~~Provide case number in lower right hand corner.~~

Fire Department

Fire lanes need to be repainted.

Section 503 Fire Lane Specifications

Hydrant hose lay and access are adequate.

Section 503.1.1 Buildings and Facilities

Sections 507.5.1 (2) and (3)

General information:

Failure to recognize violations of the fire code by the fire code official does not waive the requirement of meeting minimum requirements of the fire code in the future.

It is the applicant's and the owner's responsibility to meet all minimum fire code requirements at all times.

The City of Fort Worth has adopted the 2021 International Fire Code as its current fire code at the time of this review. The City of Fort Worth has also adopted Amendments #25388-03-2022.

<https://www.fortworthtexas.gov/departments/fire/services/bureau>

TPW Engineering


FYIs:

1. Monument sign should be placed in a location that will not cause sight visibility issues. Proposed location may or may not result in those issues.
2. Drive through will need to meet stacking requirements: 4 spaces per window
3. Not sure how the canopy can work without disrupting the fire lane or parking maneuverability

Water Engineering

1. FYI - Existing 8" PVC water main in Collinwood
2. FYI - Existing 8" PVC sewer main in back of property

(Comments made by Platting (Subdivision Ordinance), Transportation/Public Works, Fire, Park & Recreation, and Water Department staff cannot be waived through the Zoning Commission and City Council. Approval of the zoning site plan does not constitute the acceptance of conditions.)

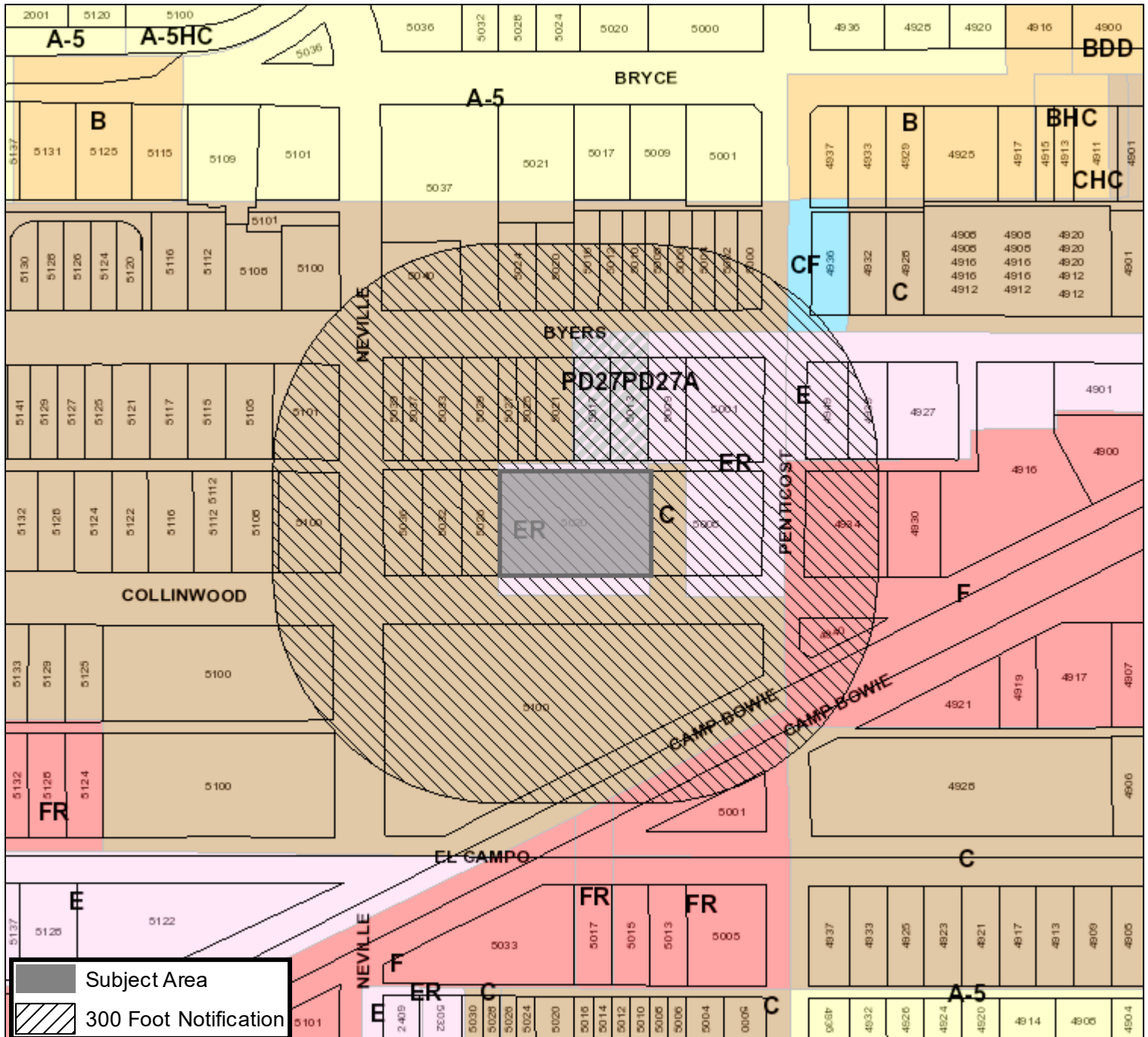




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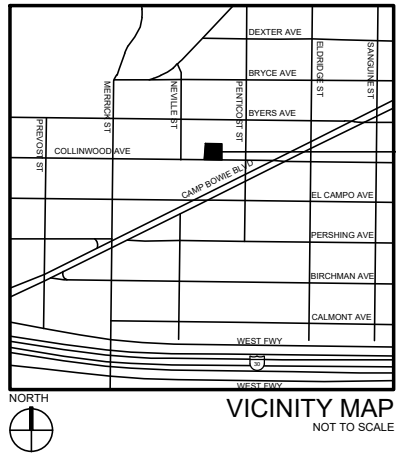
Area Zoning Map

Applicant: Henry Paup by Benchmark Bank
Address: 5020 Collinwood Avenue
Zoning From: ER
Zoning To: PD/E excluding liquor or package store, convenience store with development standards; sit
Acres: 357
Mapsc: Text
Sector/District: Arlington Heights
Commission Date: 9/10/2025
Contact: 817-392-7869



0 95 190 380 Feet

Created: 8/26/2025 12:13:18 PM



ARCHITECT OF RECORD
GERALD H. SCHWARZ
2627 TILLAR ST SUITE 131
FORT WORTH, TX 76107
817-377-3600

OWNER
HENRY B. PAUP
5020 COLLINWOOD AVE SUITE 100
FORT WORTH, TX 76107
817-737-5020

5020 COLLINWOOD AVENUE
LOTS 27-34, BLOCK 46, CHAMBERLIN ARLINGTON HEIGHTS
CITY OF FORT WORTH, TARRANT COUNTY, TEXAS

LOT 26
ZONING DISTRICT "C"
MEDIUM DENSITY RESIDENTIAL

LOT 35
ZONING DISTRICT "C"
MEDIUM DENSITY RESIDENTIAL

THIS PLAN WILL COMPLY WITH SECTION 6.301, LANDSCAPING.
THIS PROJECT WILL COMPLY WITH SECTION 6.302, URBAN FORESTRY.
ALL SIGNAGE TO CONFORM TO ARTICLE 4, SIGNS.
ALL PROVIDED LIGHTING WILL CONFORM TO THE LIGHTING CODE.

**SCHWARZ
HANSON**
ARCHITECTS
© SCHWARZ-HANSON, PC

0 20 40'
SCALE: 1" = 20'-0"

08-20-2025

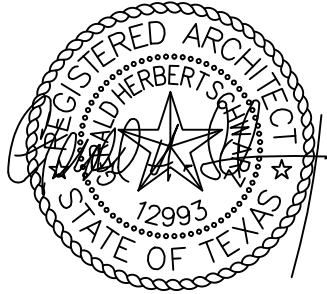
5020 COLLINWOOD AVENUE FOR WORTH, TX 76107

SITE PLAN

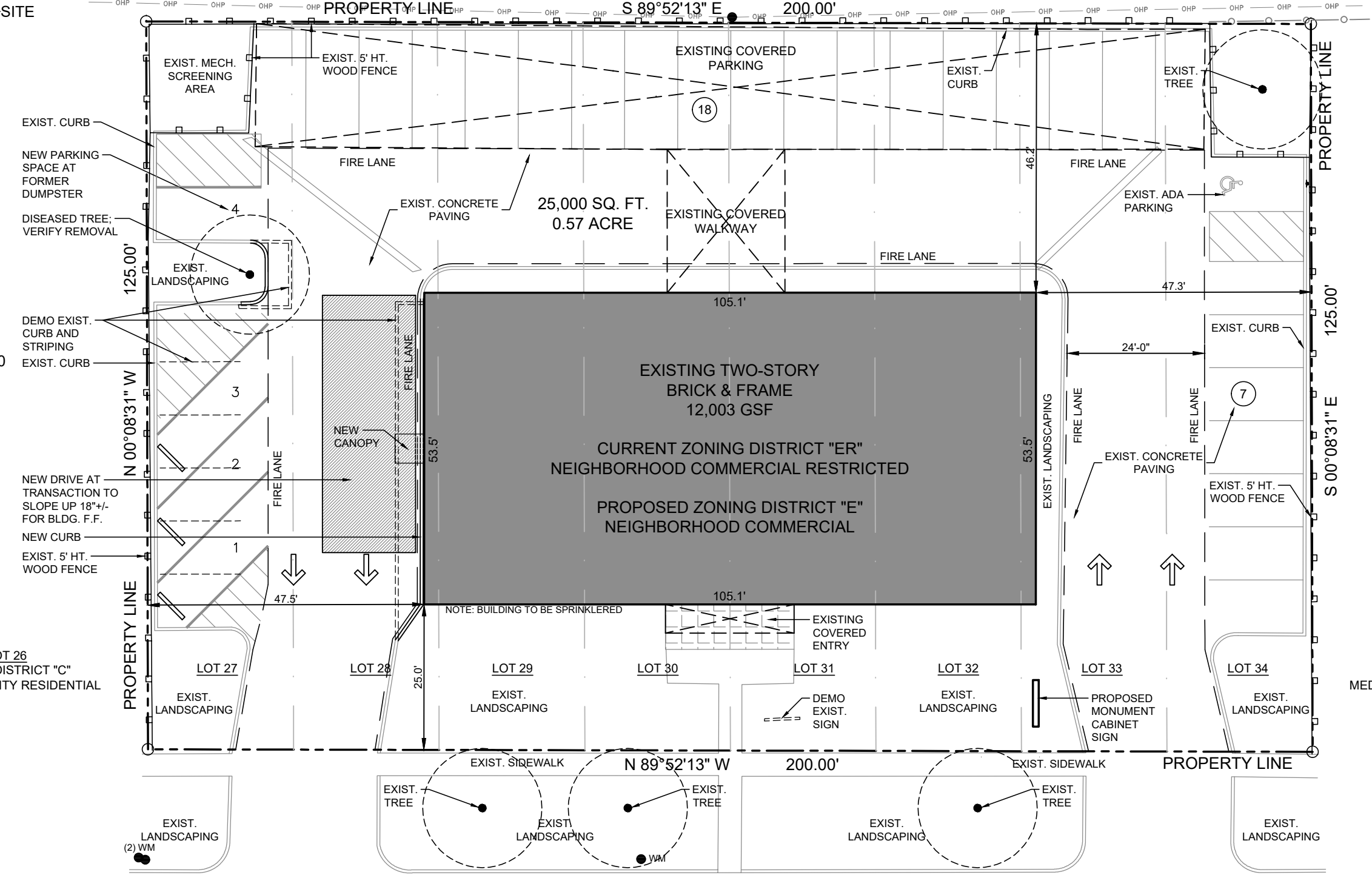
BENCHMARK BANK

ZONING CASE NUMBER: ZC-25-143

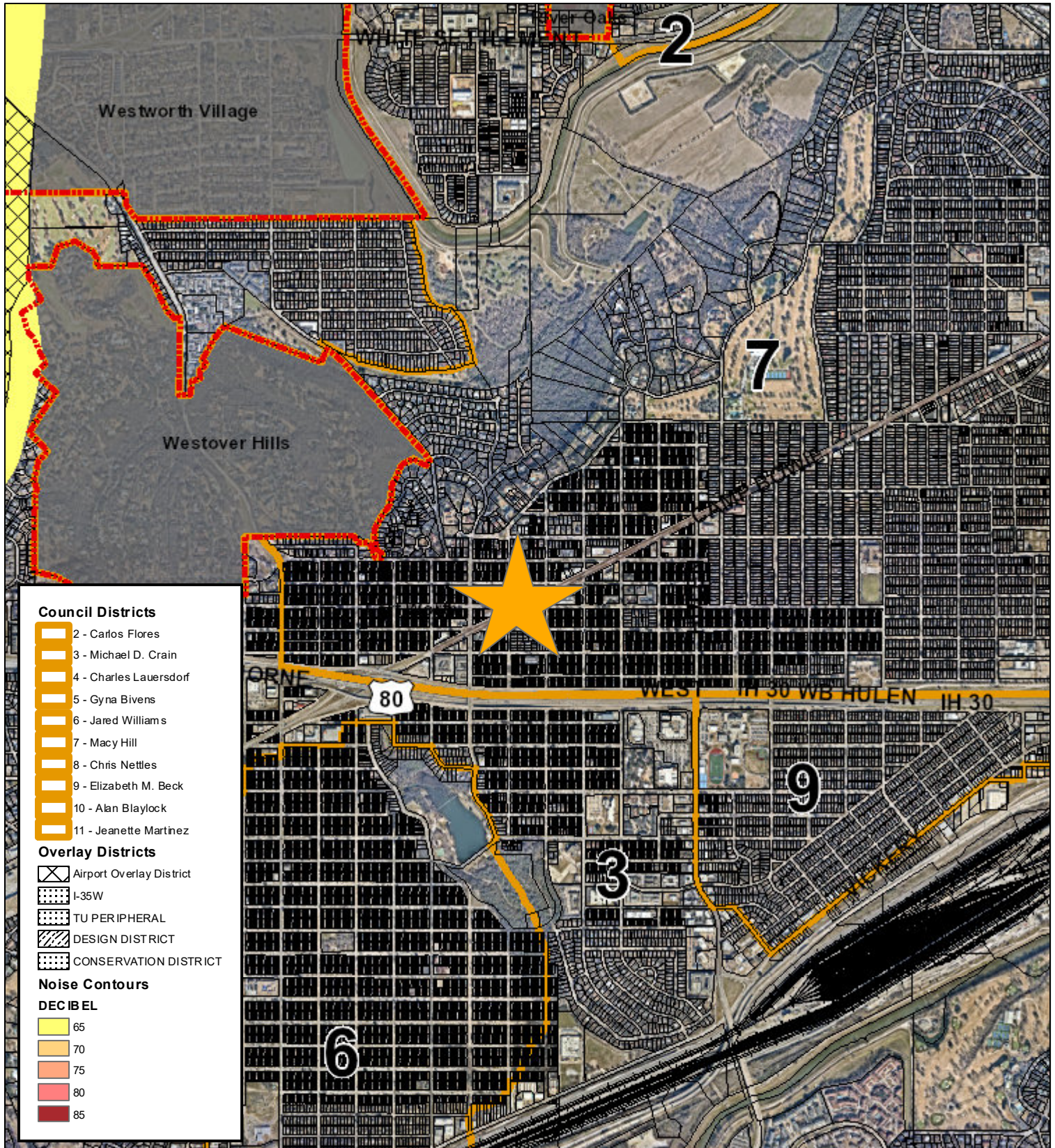
DIRECTOR OF DEVELOPMENT SERVICES: _____ DATE: _____



08-20-2025



Area Map

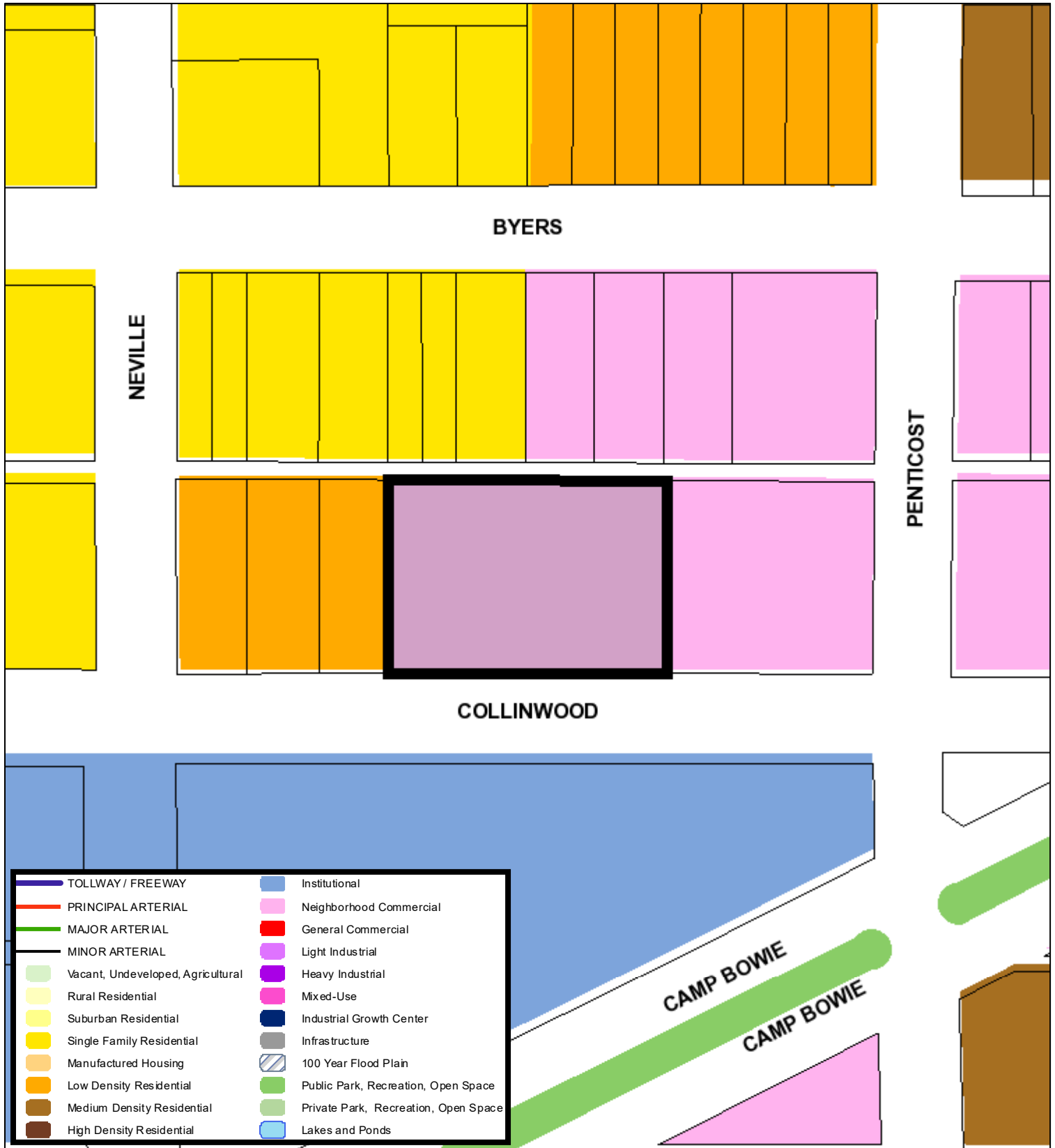


0 1,000 2,000 4,000 Feet



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Future Land Use



	TOLLWAY / FREEWAY		Institutional
	PRINCIPAL ARTERIAL		Neighborhood Commercial
	MAJOR ARTERIAL		General Commercial
	MINOR ARTERIAL		Light Industrial
	Vacant, Undeveloped, Agricultural		Heavy Industrial
	Rural Residential		Mixed-Use
	Suburban Residential		Industrial Growth Center
	Single Family Residential		Infrastructure
	Manufactured Housing		100 Year Flood Plain
	Low Density Residential		Public Park, Recreation, Open Space
	Medium Density Residential		Private Park, Recreation, Open Space
	High Density Residential		Lakes and Ponds

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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Aerial Photo Map



0 60 120 240 Feet

