

# Reply Form



## Planning and Zoning Commission

To have your comments presented to the Planning and Zoning Commission, please, return this form to the address at the bottom of this page before **5:00 pm Monday, May 3, 2021**. Replies received after the deadline may not be tallied but will be received by the commission for consideration. For more information, call 940-761-7451

Conditional Use (R 21-03): Proposal to rezone +/- 4.91 acres of land located 4508 Allendale Road (4.91 Acres of Block 12, Ludolphus), from Light Industrial (LI) to Single Family-2 (SF-2) and amend the Land Use Plan from Parks to Low Density Residential to allow for the development of a new residential unit.

☐ In Favor    ☐ Opposed    ☐ No Opinion or Undecided

**Note: Please provide additional written comments in order to help the Planning and Zoning Commission understand your concerns.**

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\_\_\_\_\_  
Signature (owner or authorized representative)

\_\_\_\_\_  
Date

*In the event this case is postponed or this meeting should be rescheduled, and you wish to be notified of this change, please provide us with your phone number and/or email:* \_\_\_\_\_

*Please Print Name and Address*

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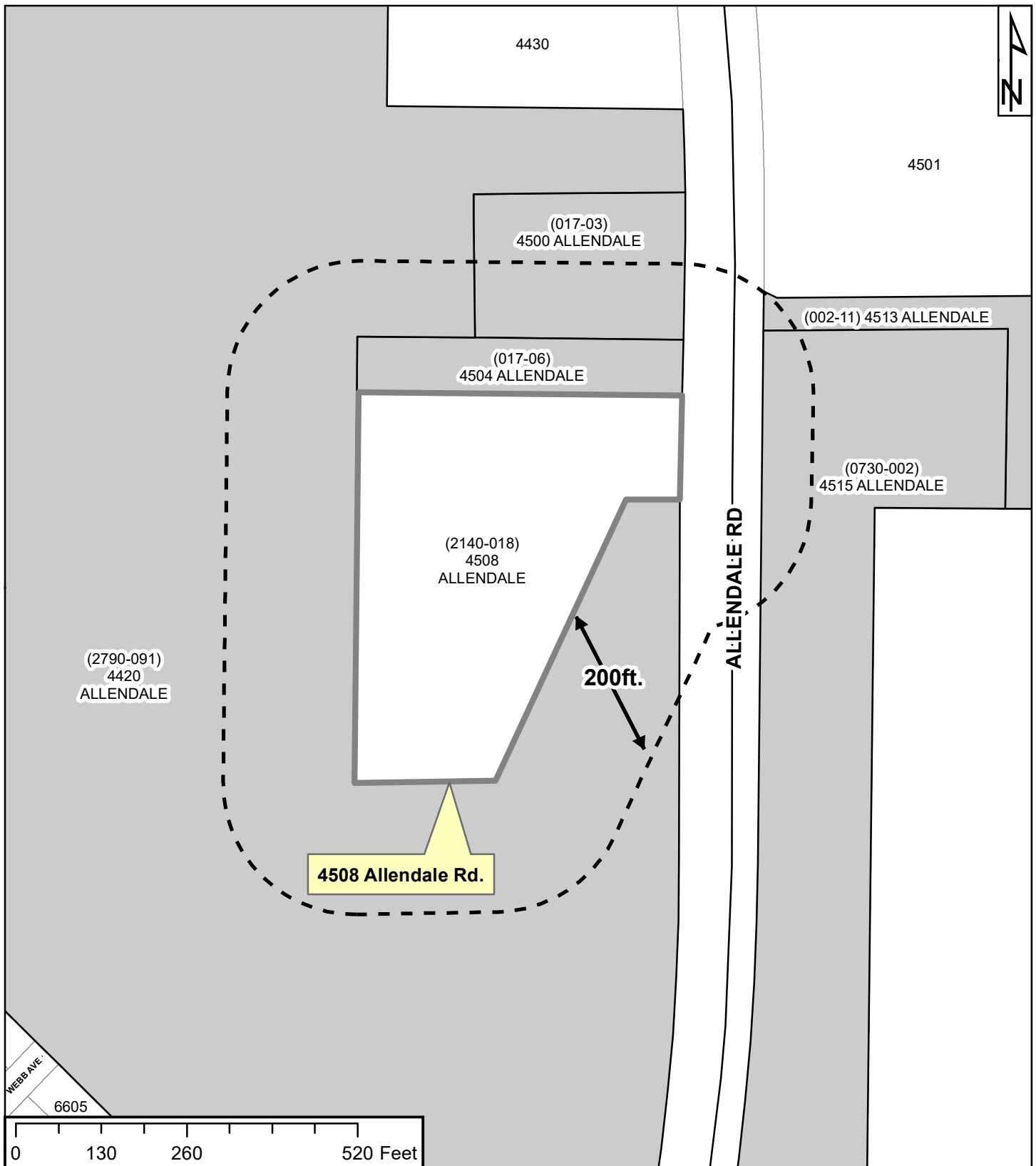
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**MAIL TO:**

Planning Division  
City of Wichita Falls  
PO Box 1431  
Wichita Falls, TX 76307

Or **FAX** TO:  
940-761-7419

Or **EMAIL** TO:  
christal.ashcraft@wichitafallstx.gov







## R 21-03 4508 Allendale Road Notification Map

CITY OF WICHITA FALLS, PLANNING DIVISION  
MAP PRODUCED BY: Cedric Hu  
DATE PRODUCED: 15 April 2021

Disclaimer  
The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

### Legend

-  Subject Property
-  Notification Buffer
-  Notified Properties
-  Parcels



Department of Development Services  
Planning Division  
1300 7<sup>th</sup> Street, PO Box 1431  
Wichita Falls, TX 76307  
(940) 761-7451  
Fax (940) 761-7419

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## **NOTICE OF PUBLIC HEARING PLANNING AND ZONING COMMISSION**

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The Planning and Zoning Commission will hold a public hearing on Wednesday, May 12, 2021 at 2:00 p.m. in the Council Chambers, Memorial Auditorium, 1300 7th Street, Wichita Falls, Texas, to consider the following item:

Conditional Use (R 21-03): Proposal to rezone +/- 4.91 acres of land located 4508 Allendale Road (4.91 Acres of Block 12, Ludolphus), from Light Industrial (LI) to Single Family-2 (SF-2) and amend the Land Use Plan from Parks to Low Density Residential to allow for the development of a new residential unit.

Property: 4508 Allendale Road

Applicant: Eric & Marcy Martin

A map showing the property is attached. To have your opinion recorded, please mail or fax (940-761-7419) the attached "Reply Form" before 5:00 pm Monday, May 3, 2021. This meeting is open to the public and you are welcome to attend. If you have any questions, please call the Planning Department at (940) 761-7451.

Attachments: Reply Form

## **THE REZONING PROCESS**

### **What is a rezoning?**

A rezoning permanently changes the zoning classification of a property, usually at the request of the property owner. The process requires an application, a fee, and two public hearings. After receiving the application, the City staff notifies adjacent property owners and the Planning and Zoning Commission conducts a hearing. At the meeting, the Commission will vote on a formal recommendation that is forwarded to the City Council. The Council will vote on an ordinance changing the zoning. You will be notified of each of these hearings.

### **What is the reply form?**

As part of the rezoning process, notification letters and reply forms are sent to property owners who own property within 200-feet of the proposed rezoning. Property owners may return their reply forms marked "In Favor", "Opposed" or "Undecided". The reply forms give the Planning and Zoning Commission the opportunity to review the opinions and comments of surrounding property owners. The Planning and Zoning Commission is under no obligation to make their rezoning recommendation based solely on public responses. Therefore it is important to state any specific concerns on the comments section of the reply form. If owners of more than 20 percent of the property within 200-feet of the proposed rezoning object in writing, a vote of three-quarters of the City Council will be required to approve the zoning change.

### **Who can attend the Planning and Zoning Commission Meeting?**

All citizens that have an interest in the proposed rezoning are encouraged to attend the public hearing.

### **Does the rezoning obligate the property owner to develop a specific project?**

If approved, a rezoning permanently changes the zoning on a property. Except for the PUD (Planned Unit Development) district, the applicant is not obligated to construct a specific use or project. The property owner could construct or establish any of the permitted uses listed in the district regulations. Those uses shown as conditional uses would require an additional notification and approval by the Planning and Zoning Commission.