CITY OF TEXARKANA

PLANNING & ZONING COMMISSION

AGENDA ● MARCH 2, 2020

Council Chambers | **Regular Meeting** | **6:00 PM**

220 TEXAS BLVD.
TEXARKANA, TX 75501

Chairman	Commissioner	Alternate Commissioner
Gene Joyce III	James Larkins	George Merrill
Vice Chairman	**Commissioner**	**Commissioner**
Dianna Patterson Kinsey	Wanda Northam	Mitch Alexander
Commissioner	**Commissioner**	**Commissioner**
Tom Coleman	Casey Boyette	Brad Bailey

I. CALL TO ORDER

II. AGENDA ITEMS

1. Consider approval of Replat of Lot 1, Wyrick Commercial. Lilly Jaxx Investments LLC, owner. MTG Engineers and Surveyors, agent.

2. Z-20-2: Lot 1 and part of Lot 2, Block 6, Western Hills Second Addition, located at 23 Meadow Lane. Single Family-2 to Office. Elaine Primeaux, applicant.

III. STAFF UPDATES

1. Presentation of the Annual Report for the Renew Texarkana Comprehensive Plan.

IV. CONSIDER APPROVAL OF MINUTES

1. Consider approval of February 2, 2020 Minutes.

V. ADJOURNMENT

This open meeting of a governmental entity is subject to the Texas Open Meetings Act (Chapter 551, Government Code). The "Council Chambers" is the room or property where the Planning and Zoning Commission holds this meeting.

Pursuant to Section 46.035(c), Penal Code (unlawful carrying of handgun by license holder), a license holder commits an offense if the license holder intentionally, knowingly, or recklessly carries a handgun under the authority of Subchapter H, Chapter 411, Government Code, regardless of whether the handgun is concealed or carried in a shoulder or belt holster, in the room or rooms where a meeting of a governmental entity is held and if the meeting is an open meeting subject to Chapter 551, Government Code, and the entity provided notice as required by that chapter.

Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

This meeting is being conducted in accordance with the Americans with Disabilities Act [42 USC 12101 (1991)]. The facility is wheelchair accessible and handicap parking is available. Requests for sign interpretive services are available upon requests received at least 48 hours prior to the meeting. To make arrangements for these services, please call 903.798.3917, Personnel or (TDD) 1.800.RELAY.TX (1.800.735.2989).

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 2/27/2020 2:38 PM

Lead Department:	Planning and Community Development	**Action Officer:**	Debbie Burk,
Subject:	Consider approval of Replat of Lot 1, Wyrick Commercial. Lilly Jaxx Investments LLC, owner. MTG Engineers and Surveyors, agent.		

Attachments

a. Replat of Lot 1, Wyrick Commercial packet (PDF)

Memorandum

City of Texarkana, Texas

TO: Planning and Zoning Members

FROM: Dusty Henslee, P.E., CFM, CSI Director of Public Works 2-26-2020

SUBJECT: Consider approval of Replat of Lot 1 Wyrick Commercial

This is a request by Lilly Jaxx Investments LLC, owner, and MTG Engineers and Surveyors, agent, to consider the approval of Replat of Lot 1 Wyrick Commercial. The purpose of this plat is to divide Lot 1 into two lots, Lot 1A and 1B. This property is located off College Drive east of Llano Street and west of Potomac Avenue. the correspondence as well from the utility companies.

Comments are as follows:

1. Texas Department of Transportation – No issues
2. Reliant/Arkla Gas –No issues
3. Cable One – No issues.
4. Windstream Communications- No issues
5. Electric company –
   AEP - No issues.
   Bowie Cass – No issues
   REA – No response but not in service area
6. TWU- Texarkana Water and Sewer Service – No issues. See memo
7. Public Works/ Planning -
   1. A tax certificate of the property for recording purposes from the BCAD must be provided showing all taxes on this proposed plat have been paid in order to be recorded at the County Courthouse. (Texas State Legislature amendment 12.002 of the Texas Property Code)
   2. Mylar copy after recording to public works department and via electronic media.
   3. Cross Access Easement shall be a minimum 25' wide
8. Fire Department – No issues

Staff recommends approval of the replat pending any staff and utility changes mentioned above. Once the final plat is approved, it must be recorded at Bowie County within 121 days after approval by the Commission or approval is void.

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

CITY OF
TEXARKANA
TEXAS
P.O. Box 1967
Texarkana, TX 75504
Phone (903) 798-3900

Application for Subdivision Plat Approval

Type:

___*Preliminary* ___*Final* X *Replat* ___*Minor* ___*Amended* ___*Vacation*

Purpose of Plat: Divide Lot 1 into Lot 1A and 1B

Plat Title: Replat of Lot 1 Wyrick Commercial

Current Legal Description: Lot 1 Wyrick Commercial

Total Acreage: 3.178 ***Number of Lots:*** 2 ***Zoning:*** GR

Owner/Developer Information:

Name: Lilly Jaxx Investments, LLC

Address: P O Box 6051, Texarkana TX 75505

Phone: ( )_____ Fax: ( )_____ Work E-mail:_____

Surveyor/Engineer Information:

Name: Jeffrey Wood - MTG Engineers & Surveyors

Address: 5930 Summerhill Road, Texarkana, TX 75503

Phone: (903)838-8533 Fax: ( )_____ Work E-mail: jwood@mtgengineers.com

Applicant/Agent Information:

Name: Jeffrey Wood - MTG Engineers & Surveyors

Address: 5930 Summerhill Road, Texarkana TX 75503

Phone: (903)838-8533 Fax: ( )_____ Work E-mail: jwood@mtgengineers.com

Required Documents:

- 1 Electronic Copy of Plat
- 1 Fullsize Copy of Plat (24"x36")
- 1 Halfsize Copy of Plat (11"x17")
- Most Current Recorded Subdivision Plat for Replat or Amendment

Owners/Applicant Certification

A plat application will not be considered filed pursuant to Section 212.009 of the Texas Local Government Code until all required documents and fees have been submitted and all of the terms and conditions of the City of Texarkana Subdivision Ordinance, including all necessary studies, plans, and supporting information are accepted and approved. All necessary plat checklists and fees must also be turned in with this application.

I certify that the information on this form and the attached plats is true and accurate to the best of my/our knowledge and that all necessary documents have been submitted for approval, and all terms and conditions of the City of Texarkana, Texas Subdivision Ordinance have been met. I understand that the City may reject this application if any information that is submitted is incomplete.

Jeffrey Wood — Applicant's Printed Name

Jeffrey Wood — Applicant's Signature

2/14/2020 — Date

Application Fee: _____ Received by: _____

Revised: 12/21/2015

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

CITY OF
TEXARKANA
TEXAS
P.O. Box 1967
Texarkana, TX 75504
Phone (903) 798-3900

REPLAT CHECKLIST

GENERAL INFORMATION / PROJECT DESCRIPTION	
Date, written and graphic scale (100 scale or smaller) and north arrow	☒
Location Map for proposed development	☒
Title and Name of Subdivision	☒
Legal Description and identification of tract being subdivided or resubdivided	☒
1. Legal description shall be referenced to a previous recorded subdivision	
SPECIFIC PLAT INFORMATION	
Names or designations of all adjoining subdivisions or properties	☒
Adjacent dedicated streets, alleys, and easements	☒
Outline of proposed tract (shall stand out compared to other boundary lines)	☒
Location and designation of all streets, alleys, and other areas with dimensions that are intended for public use	☒
All block, lot and street boundary lines	☒
1. Blocks and lots shall be numbered	
2. Building lines and easements are shown	
a.Commerical (15')	
b. Residential (25')	
c. In PUR, building line is not less than 15'	
Surveyor Note explaining purpose of Replat	☒
100 Year FEMA Flood Zones	☒
Finish Floor Elevations (lots adjacent to flood zones and drainage facilities)	☒
Shown all necessary dimensions	☒
Supplemental Survey Reference Markers	☒
Certificate of ownership	☒
Certificate of surveyor	☒
Certificate of approval by planning and zoning commission	☒

CERTIFICATION STATEMENT

I have reviewed the checklist and submittals for completeness and accuracy. I understand this plat will not be reviewed until all information is included.

Jeffrey Wood — 2/14/2020

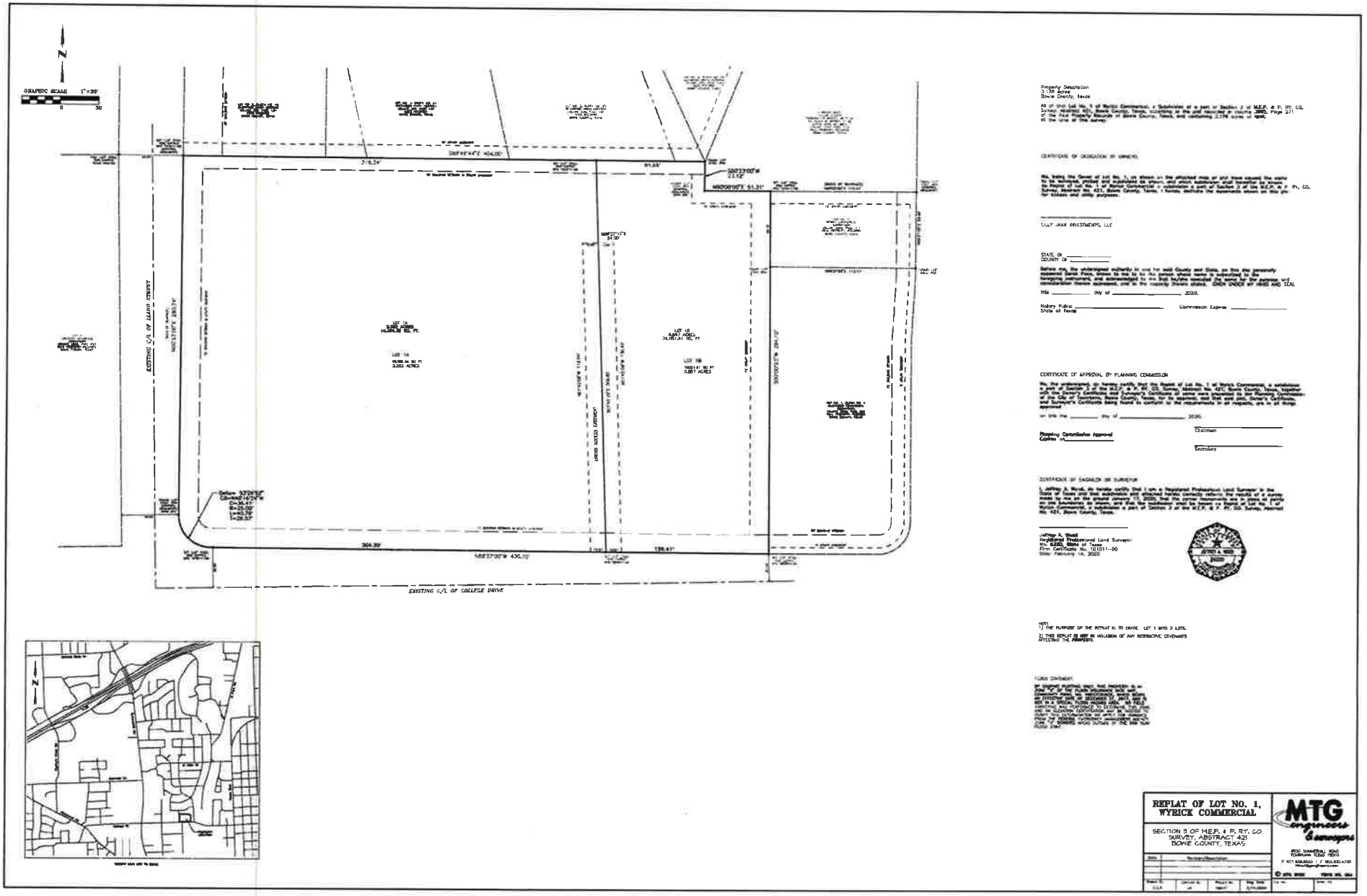
Signature — Date

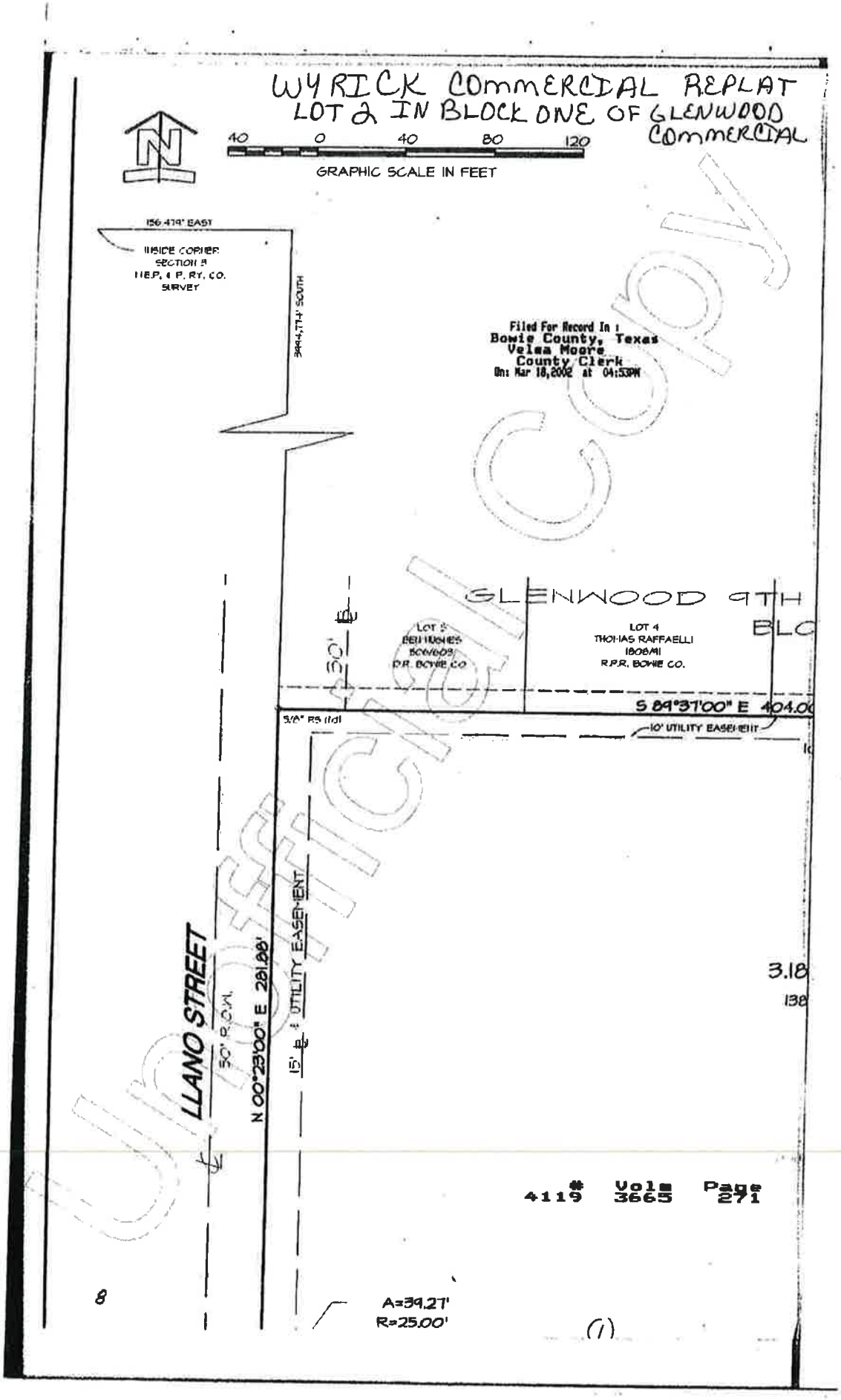
Jeffrey Wood

Printed Name

Revised: 12/21/2015

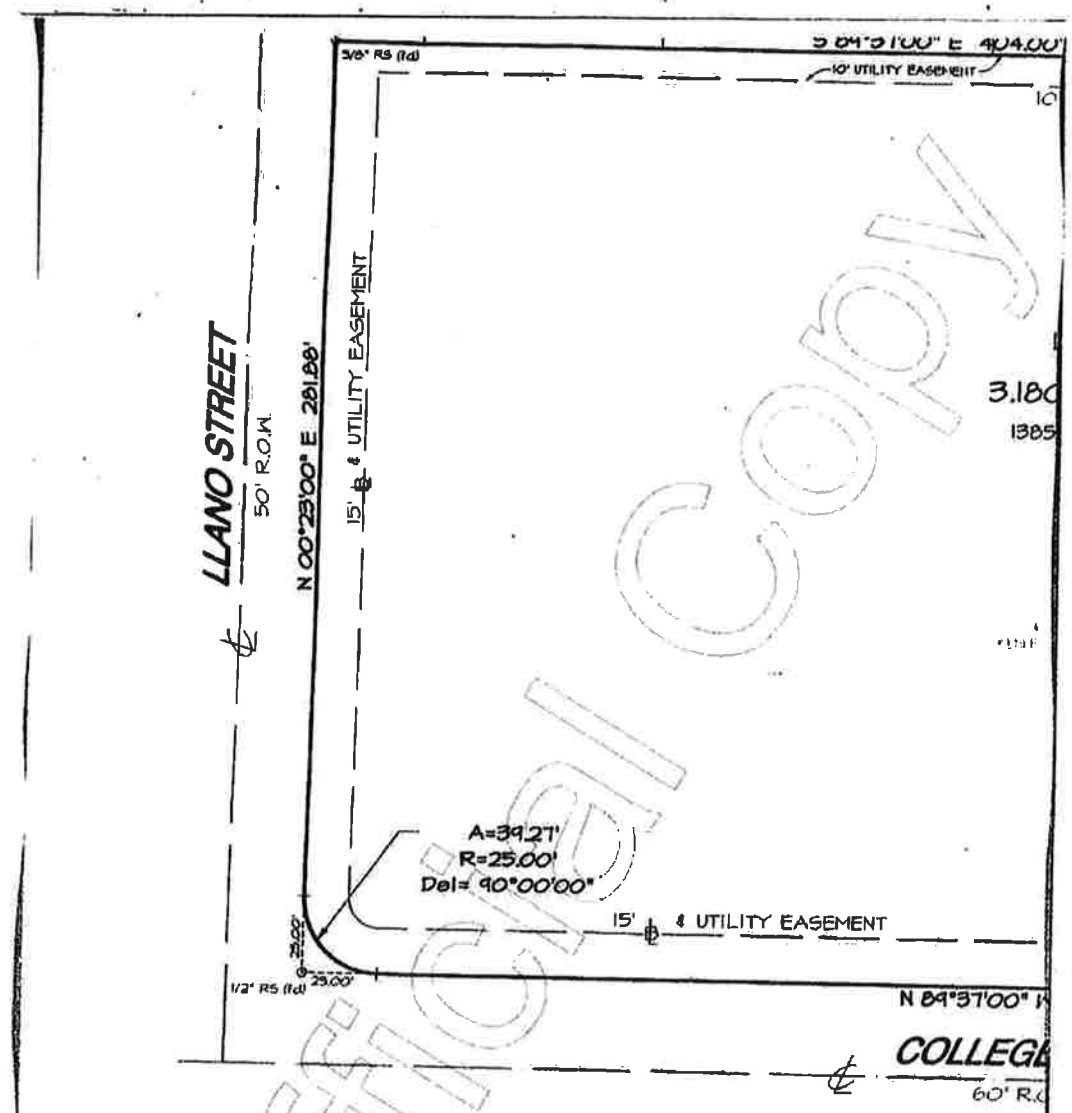
Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)


GRAPHIC SCALE 1" = 30'
EXISTING C/L OF LLANO STREET
EXISTING C/L OF COLLEGE DRIVE
LOT 1A
LOT 1B
CROSS ACCESS EASEMENT
Property Description
3.178 Acres
Bowie County, Texas
CERTIFICATE OF DEDICATION BY OWNERS
JULY JAAR INVESTMENTS, LLC
STATE OF
COUNTY OF
Notary Public
State of Texas
Commission Expires
CERTIFICATE OF APPROVAL BY PLANNING COMMISSION
Planning Commission Approval
Expires on
Chairman
Secretary
CERTIFICATE OF ENGINEER OR SURVEYOR
Registered Professional Land Surveyor
No. 6,580, State of Texas
Firm Certificate No. 101211-00
NOTE:
1) THE PURPOSE OF THE REPLAT IS TO CREATE LOT 1 INTO 2 LOTS.
2) THIS REPLAT IS NOT IN VIOLATION OF ANY RESTRICTIVE COVENANTS AFFECTING THE PROPERTY.
REPLAT OF LOT NO. 1, WYRICK COMMERCIAL
SECTION 3 OF M.E.P. & P. RY. CO. SURVEY, ABSTRACT 421 BOWIE COUNTY, TEXAS
MTG engineers & surveyors



Unofficial Copy

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)



Unofficial copy

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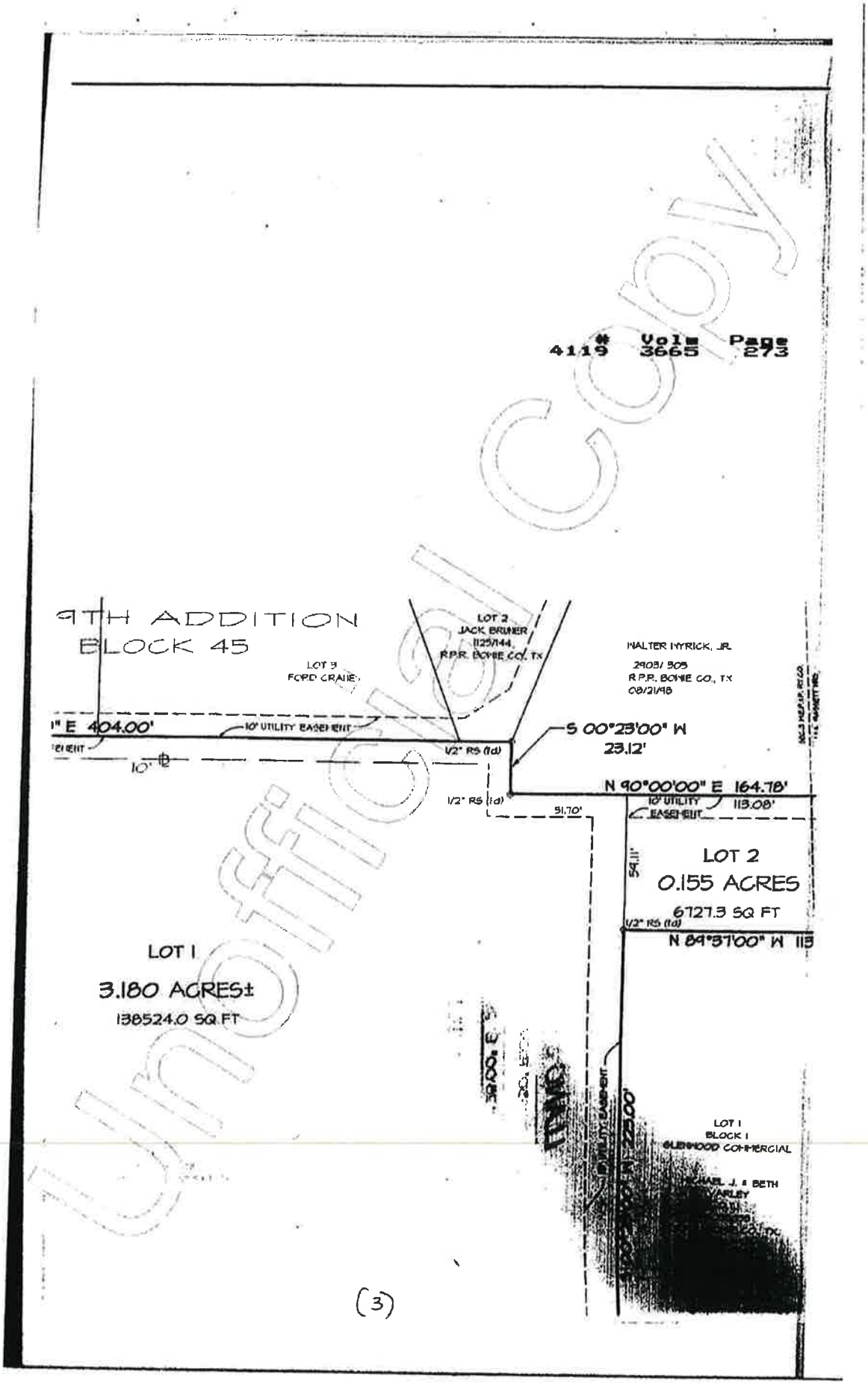
(2)

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)



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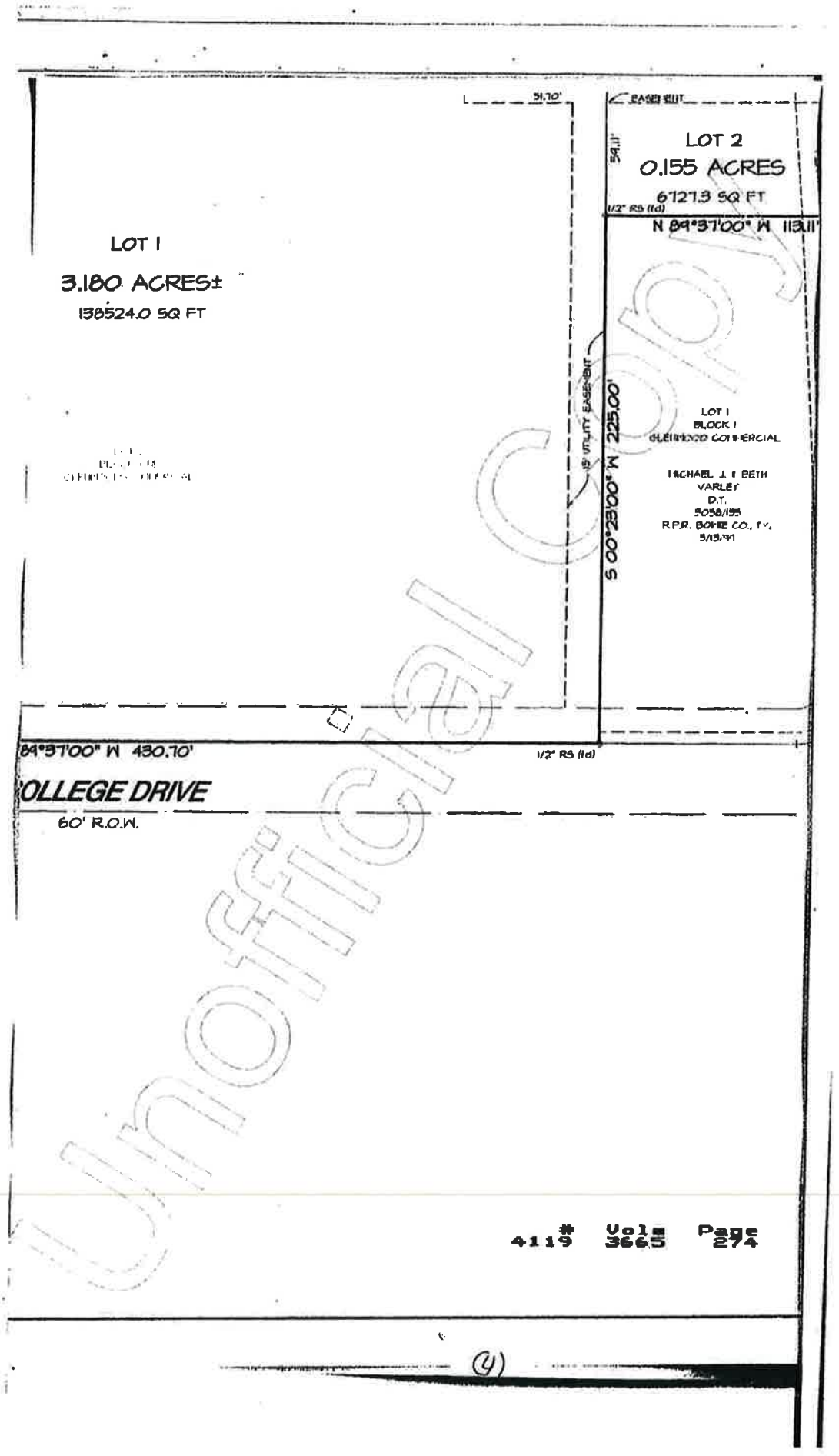
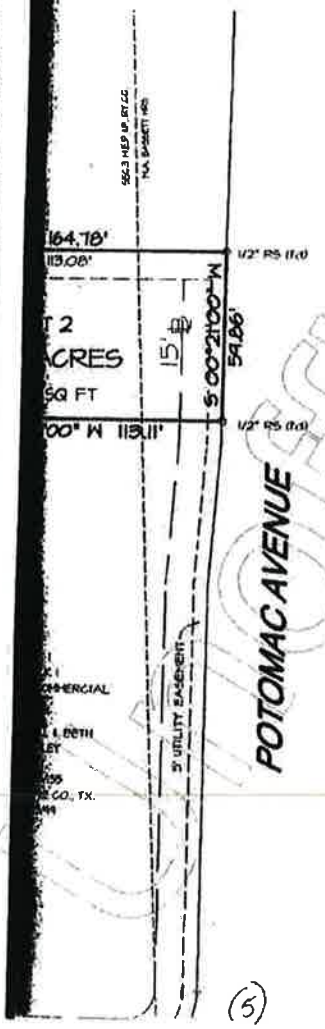


Unofficial Copy

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

UNOFFICIAL COPY

4119 Vol# 3265 Page 275



DESCRIPTION OF PROPERTY:

Lot Two (2) in Block One (1) of Glenwood Commercial, Texarkana, Bowie County, Texas.

OFFER OF IRREVOCABLE DEDICATION

KNOWN ALL PERSONS BY THESE PRESENT:

That we, Walter J. Wyrick, Jr. and Linda P. Wyrick, being the owners of the hereon legally described tract of land, do hereby plat and layout the same into a subdivision of the City of Texarkana, Bowie County, Texas, said subdivision to be known, designated and hereafter referred to by its subdivision name, WYRICK COMMERCIAL, being a Replat of Lot Two (2) in Block One (1) of Glenwood Commercial, legally described as Lot Two (2) in Block One (1) of Glenwood Commercial, Texarkana, Bowie County, Texas same being composed of Two (2) Lots, all as more particularly set out in detail on the survey and plat of which this dedication is a part.

We dedicate to the use of the present and future owners of said several lots for obtaining utilities (including without being limited to, utilities and utility companies providing said premises with water, sewage service, telephone service, electricity and gas) serving said premises, the easements located on said plat and designated as utility and/or guy easements, to be dedicated to the City of Texarkana, Texas, free and clear of all encumbrances and liens, pursuant to the regulations and requirements of the City of Texarkana, Texas.

This offer of dedication is irrevocable and can be formally accepted by the City at any time. This offer shall run with the land and shall be binding on all assignees, grantees, successors or heirs of the developer.

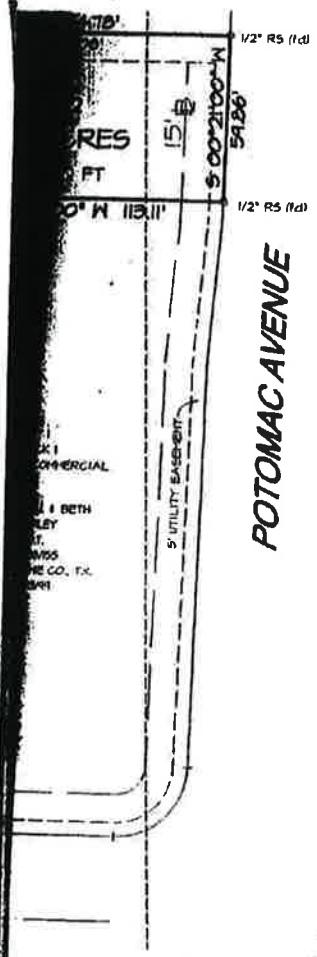
By: _____
Walter J. Wyrick, Jr.

_____
Linda P. Wyrick

CERTIFICATE OF FINAL PLAT APPROVAL

The within plat of WYRICK COMMERCIAL, being a Replat of Lot Two

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)



owners of the hereon legally described tract of land, do hereby plat and layout the same into a subdivision of the City of Texarkana, Bowie County, Texas, said subdivision to be known, designated and hereafter referred to by its subdivision name, WYRICK COMMERCIAL, being a Replat of Lot Two (2) in Block One (1) of Glenwood Commercial, legally described as Lot Two (2) in Block One (1) of Glenwood Commercial, Texarkana, Bowie County, Texas same being composed of Two (2) Lots, all as more particularly set out in detail on the survey and plat of which this dedication is a part.

We dedicate to the use of the present and future owners of said several lots for obtaining utilities (including without being limited to, utilities and utility companies providing said premises with water, sewage service, telephone service, electricity and gas) serving said premises, the easements located on said plat and designated as utility and/or guy easements, to be dedicated to the City of Texarkana, Texas, free and clear of all encumbrances and liens, pursuant to the regulations and requirements of the City of Texarkana, Texas.

This offer of dedication is irrevocable and can be formally accepted by the City at any time. This offer shall run with the land and shall be binding on all assignees, grantees, successors or heirs of the developer.

By: _____
Walter J. Wyrick, Jr.

_____
Linda P. Wyrick

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CERTIFICATE OF FINAL PLAT APPROVAL

The within plat of WYRICK COMMERCIAL, being a Replat of Lot Two (2) in Block One (1) of Glenwood Commercial, a Subdivision to the City of Texarkana, Bowie County, Texas, having been presented to the City Planning Commission of Texarkana, Texas, and having found the plat to be in conformance with all requirements, is hereby approved this the 5th day of Nov, 2003.

_____
Chairman of the Planning Commission

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION

I, the undersigned, do hereby certify that the plat of WYRICK COMMERCIAL together with the Owner's Certificate and Surveyor's Certificate of same were presented to the Planning Commission of the City of Texarkana, Texas, for its approval; that said plat, Owner's Certificate and Surveyor's Certificate, being found to conform to the requirements in all aspects are in all approved this the 5th day of Nov 2003.

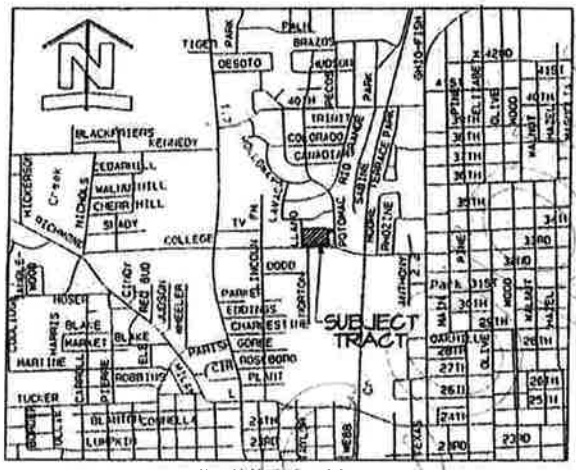
_____
Chairman\Planning Administrator

Above approval shall expire 121 days after approval unless the approved plat is legally recorded prior to such.

(6)

Unofficial

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)



VICINITY MAP
SCALE 1"=2000'

NOTARY ACKNOWLEDGEMENT

STATE OF ARKANSAS
COUNTY OF MILLER

VELVET HALL COOL
NOTARY PUBLIC
MILLER COUNTY
My Comm. Exp. 3-22-2010

BE IT REMENBERED, that on this day same appeared before me, the undersigned, a Notary Public within and for the County of aforesaid, duly commissioned and acting, Walter J. Nyrick, Jr. and Linda P. Nyrick, to me well known as the grantors in the foregoing Dedication, and acknowledged that they had executed the same for the consideration and purpose therein mentioned and set forth.

WITNESS my hand and seal as such Notary Public, on this 7th day of March 2002.

Velvet Hall Cool Notary Public, Miller County, Arkansas

My Commission Expires: 3-22-10

CERTIFICATE OF SURVEYOR

THIS IS TO CERTIFY: that the plat hereon is a true representation of the hereon described property as determined by survey and that I, the undersigned, Richard V. Hall, Jr., have surveyed and marked on the ground the boundaries and corners shown on said plat of the two (2) lots of NYRICK COMMERCIAL, being a Replat of Lot Two (2) in Block One (1) of Glenwood Commercial, of the City of Texarkana, Bowie County, Texas. This property does not lie within a designated Flood Plain Area.

Richard V. Hall, Jr.
Registered Land Surveyor # 2001

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Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

forth.

WITNESS my hand and seal as such Notary Public, on this 7th day of March 2002.

Notary Public, Miller County, Arkansas

My Commission Expires: 3-30-2011

CERTIFICATE OF SURVEYOR

THIS IS TO CERTIFY: that the plat hereon is a true representation of the hereon described property as determined by survey and that I, the undersigned, Richard V. Hall, Jr., have surveyed and marked on the ground the boundaries and corners shown on said plat of the two (2) lots of WYRICK COMMERCIAL, being a Replat of Lot Two (2) in Block One (1) of Glenwood Commercial, of the City of Texarkana, Bowie County, Texas. This property does not lie within a designated Flood Plain Area.

Richard V. Hall, Jr.
Registered Land Surveyor # 2001

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Filed For Record In :
Bowie County, Texas
Velma Moore
County Clerk
On: Mar 18,2002 at 04:53PM

DO NOT REPRODUCE
This document contains confidential information, is an instrument of service and the property of the Surveyor. It shall not be used on other projects, for the extension of this project, or reproduced without the written approval of the Surveyor.

FINAL SUBDIVISION PLAT
WYRICK COMMERCIAL
A REPLAT OF LOT TWO (2) IN BLOCK ONE (1)
OF GLENWOOD COMMERICAL
TEXARKANA, BOWIE COUNTY, TEXAS

Drawn: KDP/CRH | Checked: RVH
File: V1630101PRO
PB: | Cert.: 2001
Scale: 1" = 40' | Date: 03/04/02
Revisions:

PREPARED FOR: WALTER WYRICK, JR.
3535 POTOMAC
TEXARKANA, TX 75501

HALL SURVEYING & ENGINEERING, CO.
SURVEYING, ENGINEERING AND PLANNING
405 E.4TH ST. TEXARKANA, AR 71854 (870)773-8551

DRAWING NO. 1998-163-04-01D

(8)

VELMA MOORE, COUNTY CLERK, BOWIE COUNTY, TEXAS
BY: Linda Martin DEPUTY

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

Texarkana Water Utilities
801 Wood Street, P.O. Box 2008, Texarkana, Texas 75504

(903) 798-3800 Phone
711 TTY
(903) 791-0724 Fax

MEMORANDUM

To: Dusty Henslee, P.E., CFM, CSI, Director of Public Works, City of Texarkana, Texas

From: Gary L. Smith, P.E., Director of O & M, TWU

Date: February 17, 2020

Re: **Replat of Lot 1 Wyrick Commercial**

The Utility staff has reviewed the above referenced plat and has the following comments:

1. There is an existing sixteen-inch (16") water main along the south side of College Drive and an existing six-inch (6") sanitary sewer main adjacent to the north boundary line of said property.

2. The size and location of the existing water and sanitary sewer mains have not been field verified. The developer's representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system.

3. The Utility reserves the right to request additional utility easements upon review of the plans.

If you should have any questions or require further information, please do not hesitate to contact me. Thank you.

cc: J. D. Phillips, P.E., Executive Director, TWU
Kenny Icenhower, P.E., Design Engineer, TWU
Bill Moss, GIS Technician, TWU

Texarkana Water Utilities is an equal opportunity provider and employer

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEXARKANA TEXAS FIRE DEPARTMENT
Fire Chief Eric Schlotter
220 Texas Boulevard, Texarkana, TX 75501 • 903-798-3994 • Fax 903-793-4731

Re-plat review

To: Dusty Henslee, City Engineer City of Texarkana Texas

FROM: Ken Steele, Fire Inspector; Texarkana, Texas Fire Dept.

DATE: February 17, 2020

SUBJECT: Replat of Lot 1 Wyrick Commercial
(divide Lot 1 into Lot 1A & 1B)

Mr. Henslee,

This office has no discrepancies with the replat noted above; the following are items the owner or contractor will be required to meet or comply with at time of development.

Address
The address shall be posted with numbers not less than 4-inches but shall be discernible from the street of address.
If a ground sign is installed at the front of the property, the numeric address should be posted on it in such a manner that it is visible from approaching directions.

Fire Lane
The International Fire Code section 503 requires approved fire apparatus access road be provided for building constructed or moved into the jurisdiction. The road shall extend to within 150 feet of all parts of the exterior as measured by approved route around the exterior of the building. Marking is required and shall include the words NO PARKING- FIRE LANE in 4" white letters on a 6" red stripe; wording no farther apart than 50'.
Minimum turning radii shall conform to an AASHTO WB-40 vehicle through said radius without infringing on areas outside the fire lane.

Water Supplies for Fire Protection
The International Fire Code requires an approved water supply for fire protection for structures or portions of structures constructed or moved into the jurisdiction. The fire flow requirements for those structures shall be based on the ISO Needed Fire Flow Formula. Where a portion of the structure is more than 400 feet for non- sprinklered buildings or 600 feet for fully sprinklered

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

buildings from a fire hydrant on a fire apparatus access or public road as measured by hose lay around the exterior of the structure, on site fire hydrants and mains shall be provided where required by the fire code official.

A 3-foot clear space shall be maintained around fire hydrants and the center of a hose outlet shall not be less than 18 inches to final grade. Where fire hydrants are subject to impact by a motor vehicle, guard posts or other approved means shall be installed. Fire hydrants shall be installed in accordance with the Texarkana Water Utilities standards.

Knox Rapid Entry System

In accordance with Texarkana, Texas City Ordinance # 142-2000, the owner or occupant shall install a Knox Box of sufficient size to hold access keys for the structure and any other keys deemed necessary and directed by the Fire Official. Each key shall be labeled in a way that will enable the Fire Official to determine which lock it operates. The box shall be mounted within three feet of the main entry door at a height four to eight feet above the exterior grade. Multi-occupant strip buildings shall have a Knox Box for every 100 feet or portion of 100 feet of building frontage. The owner or occupant of any apartment complex, storage facility, residential community, or other development having gated access that may impair Fire Department emergency access shall install a keyed access system of a type approved by the Fire Official. The owner or occupant shall contact the Building and Life Safety Division at 903-798-3994 for a Knox Box order form or additional information concerning this requirement.

Knox Boxes can be ordered on line at the following link:
https://www.knoxbox.com/store/registerDept.cfm.

If you have any further questions or comments concerning this project, please call me @ 903-798-3909 or e-mail me at ksteele@txkusa.org

Regards,

Ken Steele
Fire Inspector
Building & Life Safety Division
Texarkana Texas Fire Department
903-798-3909
ksteele@txkusa.org

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Paul Wong <Paul.Wong@txdot.gov>
Sent: Tuesday, February 18, 2020 4:39 PM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I do not have any comment. Thanks...Paul

From: TEX-Henslee, Dustin [mailto:dustin.henslee@txkusa.org]
Sent: Monday, February 17, 2020 8:46 AM
To: dwwiley@aep.com; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; diane.engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (gregr@bcec.com) <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; Paul Wong <Paul.Wong@txdot.gov>; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

All,

The City of Texarkana, Texas has received a request for consideration for the Replat of Lot 1 Wyrick Commercial at the **March 2, 2020** P&Z Meeting. Please see the attached memo.

Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **February 26, 2020 .** If you have any questions or comments then please let me know.

Thanks,

Dusty Henslee, P.E.(TX), CFM, CSI
Director of Public Works
City of Texarkana, Texas
Office: (903)-798-3953
Cell: (903)-908-1808
Fax: (903) 792-6419

Email communications through this office may be subject to Texas Public Records laws and may be shared with others.

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>
Sent: Tuesday, February 18, 2020 8:39 AM
To: TEX-Henslee, Dustin
Cc: Watkins, Ronnie M
Subject: RE: [External Email] Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I have no issues with this.

CenterPoint Energy

Brandon Brooks
Operations Supervisor | Texarkana/Hope
870.779.6309 w. | 903.824.1304c.
CenterPointEnergy.com

our values

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Monday, February 17, 2020 8:46 AM
To: dwwiley@aep.com; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; Engelkes, Diane L. <diane.engelkes@centerpointenergy.com>; Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>; Watkins, Ronnie M <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (gregr@bcec.com) <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: [External Email] Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

EXTERNAL EMAIL

All,

The City of Texarkana, Texas has received a request for consideration for the Replat of Lot 1 Wyrick Commercial at the **March 2, 2020** P&Z Meeting. Please see the attached memo.

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Wednesday, February 26, 2020 10:13 AM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sparklight (Cable One Inc.) has no issues with the replat.

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Monday, February 17, 2020 8:46 AM
To: dwwiley@aep.com; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; diane.engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Syphers, Rick <Donald.Syphers@sparklight.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (gregr@bcec.com) <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: External source. THINK BEFORE YOU CLICK!

All,

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Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **February 26, 2020 .** If you have any questions or comments then please let me know.

Thanks,

Dusty Henslee, P.E.(TX), CFM, CSI
Director of Public Works
City of Texarkana, Texas
Office: (903)-798-3953
Cell: (903)-908-1808
Fax: (903) 792-6419

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Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Graham, Jeff G <Jeffrey.Graham@windstream.com>
Sent: Monday, February 17, 2020 12:07 PM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Windstream does not have any issue with this proposal.

Sensitivity: Internal

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Monday, February 17, 2020 8:46 AM
To: dwwiley@aep.com; Graham, Jeff G <Jeffrey.Graham@windstream.com>; Poplin, Steven L <Steven.Poplin@windstream.com>; Jackson, Chris L <Chris.Jackson@windstream.com>; diane.engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (gregr@bcec.com) <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

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Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **February 26, 2020 .** If you have any questions or comments then please let me know.

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Dusty Henslee, P.E.(TX), CFM, CSI
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Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Zac Pianalto <zspianalto@aep.com>
Sent: Tuesday, February 25, 2020 10:53 AM
To: TEX-Henslee, Dustin; Dusty Wiley
Subject: RE: REMINDER: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dusty,

SWEPCO has no objections splitting Lot 1 into 1A and 1B. There are guy wires on Lot 1A along College Dr North of Norton St. A three phase overhead line on Lot 1B to serve the car wash. Single phase continues overhead on 1B to serve 3333 Potomac Ave.

SOUTHWESTERN ELECTRIC POWER COMPANY
ZAC PIANALTO | ENGINEER
ZSPIANALTO@AEP.COM | D:903 223 5731 | C:903 826 5027
3708 W 7TH ST, TEXARKANA, TX 75501-6324

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Tuesday, February 25, 2020 10:06 AM
To: Dusty Wiley <dwwiley@aep.com>; Zac Pianalto <zspianalto@aep.com>; Rick Syphers <rick.syphers@cableone.biz>
Subject: [EXTERNAL] REMINDER: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

This is an **EXTERNAL** email. **STOP**. **THINK** before you CLICK links or OPEN attachments. If suspicious please click the '**Report to Incidents**' button in Outlook or forward to incidents@aep.com from a mobile device.

This is just a reminder for the attached plat review.

Thanks
Dusty

From: TEX-Henslee, Dustin
Sent: Monday, February 17, 2020 8:46 AM
To: 'dwwiley@aep.com' <dwwiley@aep.com>; Jeffrey Graham <Jeffrey.Graham@windstream.com>; 'Poplin, Steven' <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; 'diane.engelkes@centerpointenergy.com' <diane.engelkes@centerpointenergy.com>; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; 'Greg D. Russell (gregr@bcec.com)' <gregr@bcec.com>; 'todc@bcec.com' <todc@bcec.com>; 'Zachary S Pianalto' <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; 'Edwardo J Manzanares' <ejmanzanares@aep.com>; 'paul.wong@txdot.gov' <paul.wong@txdot.gov>; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

TEX-Henslee, Dustin

From: Tod Corbin <todc@bcec.com>
Sent: Monday, February 17, 2020 10:09 AM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

CAUTION: This email originated from outside our email system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bowie-Cass Electric has no comment on the subject replat.
Tod Corbin

From: TEX-Henslee, Dustin [mailto:dustin.henslee@txkusa.org]
Sent: Monday, February 17, 2020 8:46 AM
To: dwwiley@aep.com; Jeffrey Graham; Poplin, Steven; Chris Jackson; diane.engelkes@centerpointenergy.com; Brandon Brooks; Ronnie Watkins; Rick Syphers; TTFD-Steele, Kenneth; TWU-Smith, Gary; TWU-Phillips, JD; Greg D. Russell; Tod Corbin; Zachary S Pianalto; TWU-Rogers, Terri; Edwardo J Manzanares; paul.wong@txdot.gov; Jeff Tollett (jtollett@swrea.com); TEX-Lee, Keith
Cc: TEX-Burk, Debbie; TEX-Orr, David
Subject: Plat Review for March 2020 P&Z-Replat of Lot 1 Wyrick Commercial

All,

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Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **February 26, 2020 .** If you have any questions or comments then please let me know.

Thanks,

Dusty Henslee, P.E.(TX), CFM, CSI
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Attachment: Replat of Lot 1, Wyrick Commercial packet (2233 : Replat of Lot 1, Wyrick Commercial)

City of Texarkana, Texas

Version:

Summary Sheet

Update Date: 2/27/2020 2:52 PM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,

Subject: Z-20-2: Lot 1 and part of Lot 2, Block 6, Western Hills Second Addition, located at 23 Meadow Lane. Single Family-2 to Office. Elaine Primeaux, applicant.

Meeting Date: 3/2/2020

Attachments

a. Notice of Public Hearing and application (PDF)
b. zoning map and aerial (PDF)
c. Photo of house and driveway (PDF)
d. Future Land Use Map (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	Pending
Planning & Zoning Commission	Debbie Burk	Meeting 03/02/2020 6:00 PM	Pending

Staff Commentary

Updates/History of Briefing:

"NOT APPLICABLE"

Executive Summary and Background Information:

Z-20-2: This is a request by Elaine Primeaux, owner, to rezone Lot 1 and part of Lot 2, Block 6, Western Hills Second Addition, located at 23 Meadow Lane from Single Family-2 to Office. A single-family residence is currently located on the property. The proposed use is an office.

The adjacent zoning is Single Family-2 to the north and east, Neighborhood Service to the south and General Retail across Summerhill Road to the west. The adjacent land use is single family residences to the north and east, a strip center to the south, and a convenience store to the west.

Although this property is located on a corner lot in a residential area, the Future Land Use Map designates this lot as "Regional Commercial". However, staff has concerns that this area has not progressed or changed enough to warrant Commercial zoning. An office type use generally does not generate the volume of traffic that a retail or commercial type business

would create, and an office type use would not be as intrusive to the existing residential neighborhood to the north and east.

If this rezoning request is approved, staff would suggest that a Planned Development (PD) designation be placed on the property. If the request is approved with a PD designation, staff would recommend the following stipulations:

1. That the driveway for the proposed office be located off Summerhill Road. The applicant should be aware that a curb cut off Summerhill would require TXDOT approval.
2. That the existing driveway off Meadow Lane then be removed to not allow business traffic down Meadow Lane.
3. That the parking lot for employees and clients (whether with the existing structure or new structure) be located on the west and south sides of the structure (along Summerhill Road) to further protect the residential properties along Meadow Lane.
4. That any signage be allowed only along Summerhill Road and that the signage be restricted to a 6' x 8' monument style sign.
5. That a 7' screening device be constructed along the east property line where the business zoned property abuts to residentially zoned properties.
6. That the following uses be prohibited: duplexes, triplexes, townhouses, apartments, fraternity or sorority houses, hotel or motel, emergency health care or clinic, financial institution, title or cash store, day care facility.
7. That the applicant be aware that if this rezoning is approved, there may be additional applicable city code/ordinance requirements including but not limited to building, elevations, fire, drainage, water and sewer prior to the issuance of building permits.

Since the new Comprehensive Plan's Future Land Use Map has designated this lot for business use, staff recommends for approval of the rezoning to Planned Development-Office with the above listed stipulations.

All notification and application requirements have been met to consider this request.

Potential Options:

"None"

Fiscal Implications:

Not applicable.

Staff Recommendation:

Since the new Comprehensive Plan's Future Land Use Map has designated this lot for business use, staff recommends for approval of the rezoning to Planned Development-Office with the above listed stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

"NOT APPLICABLE"

Advisory Board/Committee Meeting Date and Minutes:

March 2, 2020.

NOTICE OF PUBLIC HEARINGS

Public hearings will be held by the Planning and Zoning Commission and the City Council of the City of Texarkana, Texas at the below stated date and time. The Public Hearings will be held in the Council Chambers, Municipal Building, 220 Texas Blvd, (3rd & Texas) Texarkana, Texas to consider a proposed change in zoning classification as indicated below. According to the Tax Records, you are the owner of property within the area of the proposed change or within 200 feet of that property. THIS IS NOT A SUMMONS TO APPEAR AT THE HEARINGS. If you care to attend, you will be given an opportunity to be heard. If additional information is desired, please contact the Planning Department at (903) 798-3945.

PLANNING & ZONING COMMISSION: Hearing Date: Monday, March 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL Hearing Date: ~~Monday, April 13, 2020~~ Hearing Time: 6:00 pm

- If they desire, persons concerned with the proposed change can present a petition in opposition to or in favor of the proposed change. If a written protest in opposition to a proposed change contains the signatures of persons who own twenty (20) percent or more of the land within 200 feet of the proposed change, a 3/4th vote of the City Council will be required. In order to be considered, the written protest must be received and filed before or at the Planning and Zoning Commission Meeting. Please contact the Planning Department to obtain format for petition.

APPLICANT'S NAME: Elaine Primeaux

APPLICANT'S ADDRESS: 105 Jay Lane, Texarkana, Arkansas 71854

LOCATION OF REZONING: 23 Meadow Lane, Texarkana, Texas 75503

PROPOSED CHANGE: ~~Future proposed office type use~~

REZONING - FROM: Single Family-2 TO: Office

LEGAL DESCRIPTION: Lot 1 and part of Lot 2, Block 6, Western Hills Second Addition

CASE NO. Z-20-2 DATE MAILED: 2/20/20

Attachment: Notice of Public Hearing and application (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

ZONING APPLICATION

CITY OF TEXARKANA TEXAS

Po Box 1967
220 Texas Blvd
Texarkana TX 75504
(903) 798-3945
www.ci.texarkana.tx.us.org

Receipt No. _____

Case Z-20-2

Date 3/18/20

To: The Planning and Zoning Commission
City of Texarkana Texas

Please consider this as my application to amend the Zoning Map of the City of Texarkana, Texas for the following described property.

LEGAL DESCRIPTION:

Lot: Lot 1 and part of 2 (less 496.67 sq. ft.) Block: 6 Addition: Western Hills 2nd

Location 23 Meadow Lane

Present Zoning: Single Family-2

Proposed Zoning: Office

If the Zoning Classification is changed by the Commission, this property will be used as:

Office type uses

Describe the changed conditions, if any, occurring since the original zoning, which affect your property and

There is an Office zoned strip center to the south and General Retail zoning is across Summerhill Rd.

_____
Attorney or Agent Signature

Elaine Primeaux
Property Owner Signature

Printed Name: Elaine Primeaux

_____
Address

105 Jay Lane
Address

_____
City, State, Zip

Texarkana, Ar. 71854
City, State, Zip

_____
Home Phone & Cell Phone

903-748-4819
Home Phone & Cell Phone

_____
Email address

_____
Email address

BY SIGNING THIS APPLICATION, YOU HAVE AGREED TO ALLOW THE CITY TO PLACE A SIGN ON YOUR PROPERTY

Attachment: Notice of Public Hearing and application (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

23 Meadow Lane

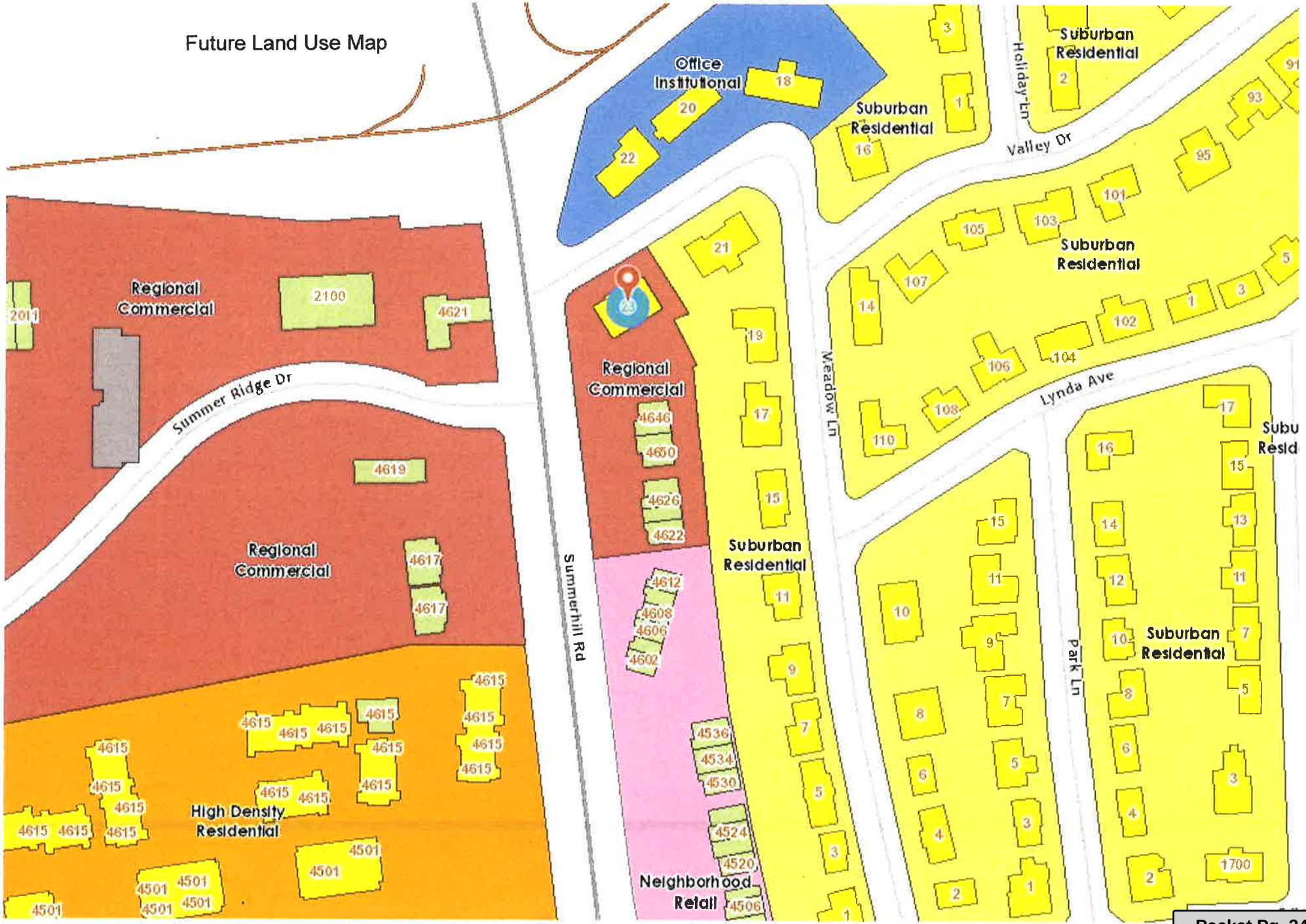
Attachment: zoning map and aerial (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

23 Meadow Lane

Attachment: zoning map and aerial (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

Attachment: Photo of house and driveway (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

Attachment: Photo of house and driveway (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)



Attachment: Future Land Use Map (2232 : Z-20-2 23 Meadow Lane, Single Family-2 to Office)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 2/27/2020 2:46 PM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,

Subject: Presentation of the Annual Report for the Renew Texarkana Comprehensive Plan.

Updates/History of Briefing:

(Insert Date Here):
(Insert Text Here) or Select, Delete this and all text with parentheses and say "NOT APPLICABLE"

Executive Summary and Background Information:

Potential Options:

- List or "None"
-

Fiscal Implications:
(Insert Text Here)

Staff Recommendation:
(Insert Text Here)

Advisory Board/Committee Review:
(Advisory Board/Committee Name OR say "NONE")

Board/Committee Recommendation:
(Insert Date Here):
(Insert Text Here or say "NOT APPLICABLE")

Advisory Board/Committee Meeting Date and Minutes:
(Insert Minutes Here) or Select, Delete this and all text in this area and say "NOT APPLICABLE"

Attachments

a. Comp Plan Implementation Update (PDF)

TEXARKANA IMPLEMENTATION TABLE

RENEW TEXARKANA — HALFF

LAND USE

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
4.1.1	Use the Future Land Use Plan in this document as a guide for development decisions and future planning efforts.	Planning and Community Development, P&Z Commission, City Council	Ongoing	Ongoing	Planning and Community Development references the Future Land Use Plan for all new and redevelopment projects, presents findings to Planning and Zoning Commission and to City Council.
4.1.2	Develop policies and incentives that encourage development of activity centers. Examples may include providing tax breaks for desired development typologies.	Planning and Community Development	Short-Term	50% Complete	Existing incentive programs such as façade grants and loans have been used to encourage development of activity centers. New programs are under development.
4.1.3	Update the city's zoning ordinance to incorporate the intent of each future land use designation.	Planning and Community Development, Consultant	Short-Term	Ongoing	
4.1.4	Prioritize economic development along commercial corridors.	Planning and Community Development, Economic Development	Short-Term	Ongoing	
4.1.5	Coordinate zoning changes and future land use plan updates with Texarkana, AR along the state line.	Planning and Community Development, Texarkana, AR	Short-Term	Ongoing	Discussions ongoing with DOTs, MPO and Texarkana, AR on State Line Corridor.
4.1.6	Develop a State Line Avenue Overlay District to assist in this process.	Planning and Community Development, Texarkana, AR	Mid-Term	Ongoing	Discussions ongoing with DOTs, MPO and Texarkana, AR on State Line Corridor. Submited BUILD grant applications for State Line Ave.
4.1.7	Promote and incentivize LEED green building practices for new development. For example following guidelines that promote smart water management, use of local building materials, etc.	Planning and Community Development, Public Works, Building and Inspections Office	Short-Term	Ongoing	Convention Center was built using LEED green building practices.
4.1.8	Ensure that buildings incorporate good design principles such as articulation of facades, accentuated entries, and visually interesting features at street corners and where a building turns.	Planning and Community Development, Building and Inspections Office	Short-Term	Ongoing	
4.1.9	True landmark buildings should be encouraged and preserved to protect the identity and culture of Texarkana. Incentives and grants should be actively pursued to preserve such landmarks such as the work being done to renovate the Grim Hotel.	Planning and Community Development	Short-Term	50% Complete	Planning and Community Development actively pursues available funding and resources for historic landmark preservation and communicates these resources to developers. The Hotel Grim Project began in November 2019 is on target for completion by 2021.
4.1.10	Clustered developments should place special focus on preserving terrain features (steep slope), drainage areas and significant mature tree stands.	Planning and Community Development, Building and Inspections Office, Public Works	Mid-Term	Ongoing	
4.1.11	Communicate regularly (annually) with the Texarkana, Texas City Council about the results of the RENEW Texarkana Comprehensive Plan implementation.	Planning and Community Development, P&Z Commission, City Council	Short-Term	Ongoing	Planning and Community Development will present an update to Planning and Zoning Commission and to City Council by May 30, 2019. Second update scheduled for March 2020.
4.1.12	Utilize environmentally sound site layout and higher density when possible. This may include such things as: clustered development (i.e., conservation subdivision design) that preserves open space and minimizes construction and maintenance of roads and utilities.	Planning and Community Development, Public Works	Mid-Term	Ongoing	
4.1.13	Encourage school development, open space, neighborhood services, retail, dining and entertainment choices within walking distance of most neighborhood residents. Utilize safe routes to school planning and add sidewalks where possible.	Planning and Community Development, All School Districts	Mid-Term	Ongoing	Planning and Community Development along with Public Works utilized CDBG and TXDOT funding to install sidewalks along New Boston Road, Summerhill Road, Norris Cooley, and Allen Street as part of the safe routes to school initiative. New PG Elementary school location built utilizing this principle.
4.1.14	Preserve open space within neighborhoods (as a common green, recreation areas, preservation of floodplains or other use) to create unique, healthy places.	Planning and Community Development, Building and Inspections Office	Mid-Term	Ongoing	
4.1.15	The subdivision and development process should include consideration of the way in which residential and nonresidential lots are laid out— adjacency and accessibility to park and open space areas should be optimized in all types of development.	Planning and Community Development, Public Works	Short-Term	Ongoing	Planning & Zoning Commission addressed a site layout adjacent to a park to optimize accessibility and open space in 2019.
4.1.16	Encourage the use of "full-life cycle" (all stages of life)—young singles, professional couples, families with children, empty-nesters, retirees and seniors, including those requiring living assistance. This should include high income homes of various types (large lot, small lot, townhome, loft and condominium) and more affordable housing types (small lot/small home, townhome, loft, condominium, mother-in-law suite, carriage house and others).	Planning and Community Development	Short-Term	Ongoing	Council approved changes in 2019 to Planned Unit Residential (PUR) districts for smaller residential lots near walkable areas downtown.
4.1.17	To maximize value, in neighborhoods, smaller residential lots or more dense development patterns should be located in the closest proximity to any parks and open spaces provided—this will maximize the value of those areas, and the parks & open spaces off-set smaller lot sizes.	Planning and Community Development with Parks & Recreation	Long-Term	Ongoing	Council approved changes in 2019 to Planned Unit Residential (PUR) districts for smaller residential lots near walkable areas downtown.
4.1.18	Mixed use retail areas should be encouraged to include office, live-work and residential units in order to strengthen the retailing component, reduce trips, and increase activity (and thereby, safety and security). These uses may be either vertically or horizontally mixed, but should be planned and integrated with pedestrian and vehicular connections.	Planning and Community Development with Parks & Recreation	Mid-Term	Ongoing	
4.1.19	All redevelopment of retail centers should be geared to creating attractive pedestrian areas which are well connected to surrounding development. Redevelopment should largely consist of a variety of uses such as new residential, public space, etc. to support the new retail centers.	Planning and Community Development, Public Works	Mid-Term	Ongoing	City staff is development big box retial reuse program. City has used TIRZ and CIP to create pedestrian areas to better connect to surrounding development.

Attachment: Comp Plan Implementation Update (2234 : Annual Report for Comp. Plan)

TRANSPORTATION

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
4.2.1	Continue to actively participate in regional transportation planning activities to advance funding and other improvements in Texarkana. Participation to include representation on the Metropolitan Planning Organization Policy Board and Technical Committee.	Public Works, Texarkana MPO, Planning and Community Development	Ongoing	Ongoing	Currently 5 city staff members serve on MPO Policy and Technical Committees.
4.2.2	Continue to pro-actively pursue mutually beneficial transportation projects with neighboring municipalities and area partners.	Public Works, Planning and Community Development, TxDOT, ArDOT, Texarkana MPO	Ongoing	Ongoing	City staff wrote two BUILD Grant applications for State Line Ave in collaboration with MPO and regional partners. City staff participated in sub-committees for Bike/Ped Plan Update, MTP Update and Regional Freight Study (underway).
4.2.3	Update the Texarkana Bicycle and Pedestrian Master Plan and Master Thoroughfare plan.	Public Works, Planning and Community Development, Consultant, Texarkana Metropolitan Planning Organization	Mid-Term	Complete	Regional Active Transportation Plan update completed in 2018.
4.2.4	Design and implement roadway treatments to support place making and economic development, particularly on State Line Avenue.	Public Works, Planning and Community Development, Consultant, Texarkana Metropolitan Planning Organization, Texas Department of Transportation, and Arkansas Highway and Transportation Department	Short-Term	Ongoing	City staff wrote BUILD Grant application for State Line Ave in collaboration with MPO and regional partners. The plan includes a Cultural Corridor framework that incorporates public art, placemaking and economic development strategies for the corridor.
4.2.5	Complete a detailed inventory of existing sidewalks in the City.	Public Works, Consultant, Planning and Community Development, Texarkana Metropolitan Planning Organization	Mid-Term	Complete	MPO sidewalk inventory completed.
4.2.6	Utilize roundabouts in existing and new neighborhoods where appropriate, to slow and calm traffic but allow continuous movement, and to provide visual relief in long, straight streets.	Public Works, Planning and Community Development	Short-Term	Ongoing	Roundabout was recently constructed at Gibson Lane and Pavilion Parkway intersection. Construction of second roundabout at Univeristy and Gibson Intersection will begin this summer 2020.-DBH
4.2.7	Plan for local transit service (T-Line) as a part of the Texarkana Urban Transit District (TUTD) which will connect major retail, sports entertainment venues and neighborhood centers to reduce frequency and duration of trips by the residential and daytime population.	TUTD, Texarkana MPO, Public Works, Planning and Community Development	Mid-Term	Ongoing	Current routes already connect some of these together-DBH. TUTD is currently in process of completing route study - DBH.
4.2.8	Retrofit neighborhoods with canopy trees to slow traffic and to shade sidewalks and street paving, when physically and financially feasible. On streets that are excessively wide, or where desired, strategically locate trees in the ROW of the street, being careful not to interrupt drainage. The installation of street trees can be achieved by developing a city program for planting trees in neighborhoods as residents request it and on a cost-share basis.	Public Works, Planning and Community Development	Mid-Term	Ongoing	Tree planting incorporated where feasible in sidewalk projects.
4.2.9	Encourage developments which feature mixed uses, Commercial streets designed to slow traffic, shorter blocks and continuous sidewalks and trails — to reduce the dependency on automobiles and encourages healthy pedestrian activity.	Public Works, Planning and Community Development	Mid-Term	Ongoing	We construct sidewalks on all NEW streets constructed by City. -DBH
4.2.10	Explore the use of traffic calming measures (landscaped medians, roundabouts, neckdowns and others) on new and existing streets, where physically possible.	Public Works, Planning and Community Development	Mid-Term	Ongoing	See 4.2.6 - DBH
4.2.11	Coordinate with appropriate agencies in order to gain necessary funding to construct the necessary mobility and capacity improvements that meet the needs for Texarkana and the region. Create a master thoroughfare plan to understand those needs and seek federal and state grant funding when available.	Public Works, Planning and Community Development, TxDOT and Texarkana MPO	Long-Term	Ongoing	Planning and Community Development along with Public Works utilized CDBG and TXDOT funding to install sidewalks along New Boston Road, Summerhill Road, Norris Cooley, and Allen Street as part of the safe routes to school initiative.
4.2.12	Monitor and communicate the condition of city roadways, infrastructure, and facilities. Incorporate needed improvements in the Capital Improvement Plan.	Public Works	Ongoing	Ongoing	We are currently in third year of our Major Street Maintenance Program. The first year the funding was $3 million, the second year funding was $500k, and this year the funding is $800k. Our plan is to continue funding this in the future. We also have CIP program that includes major road and drainage projects, but it is currently unfunded. - DBH

PARKS AND TRAILS

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
4.3.1	Continue to provide and maintain high-quality parks. Incorporate needed improvements into the Parks Master Plan.	Parks and Recreation, Maintenance Staff	Ongoing	Ongoing	
4.3.2	Continue to provide programming and special activities and events in parks to encourage community-wide usage of the parks system.	Parks and Recreation	Ongoing	Ongoing	
4.3.3	Update the Comprehensive Parks, Recreation, and Open Space Master Plan.	Parks and Recreation, Consultant	Short-Term		
4.3.4	Conduct a recreational programming assessment as part of the Parks, Recreation, and Open Space Master Plan.	Parks and Recreation, Consultant	Short-Term		
4.3.5	Consider the creation of a parkland dedication ordinance for subdivision design	Parks and Recreation, Planning and Community Development, and Consultant	Mid-Term		
4.3.6	Continue to make improvements to existing parks and recreation facilities as outlined in the Capital Improvement Plan.	Parks and Recreation	Short-Term	Ongoing	Replaced park playground equipment and ballfield lighting using CIP funding in 2018.
4.3.7	Pursue partnerships with public and private organizations to leverage park and recreation investments including federal and state grant opportunities.	Parks and Recreation, school districts, TPWD, Planning and Community Development	Mid-Term	Ongoing	Received Texas Parks and Wildlife Grant for Spring lake Park "Walk Through History" Trail improvements. Implementation in 2019.
4.3.8	Establish park, trail, bicycle and open space design standards for different facility classifications.	Parks and Recreation, Consultant	Mid-Term	Ongoing	
4.3.9	Create trail connectivity within the city and to surrounding communities.	Parks and Recreation, Planning and Community Development	Mid-Term	Ongoing	Applied for Texas Parks and Wildlife Grant to extend Cowhorn Creek Linear Park Trail.
4.3.10	Work with developers and property owners to develop hike and bike trails on greenways and other linear open spaces.	Parks and Recreation, Planning and Community Development, Property Owners	Long-Term	Ongoing	
4.3.11	Floodplain areas are generally not able to be developed and therefore should be key element of a city wide framework of protected open space.	Parks and Recreation, Planning and Community Development	Long-Term	Ongoing	Permits are required for any work in floodplain. - DBH
4.3.12	Maximize visibility of open space areas by locating parks in prominent locations that help to long term create value for neighborhood and community.	Parks and Recreation, Planning and Community Development	Mid-Term	Ongoing	
4.3.13	Preserve plant and animal habitat areas and corridors in a functional, native condition to maintain biodiversity and promotes healthy communities. The city should establish and adopt buffer requirements for tributaries and waterways that are not otherwise protected by current city regulations.	Parks and Recreation, Planning and Community Development, Public Works	Long-Term	Ongoing	In late 2019, City awarded 9.8 million in NRDA funding to address biodiversity and water quality along a numerous waterways. Implementation will occur over the next 5 years.
4.3.14	The hike-and-bike trail system should connect homes, parks, schools, retail, employment, and entertainment centers, wherever possible. These trails should be primarily off-street dedicated trails, and only be located adjacent to streets where connectivity is needed, and where otherwise it is absolutely necessary for continuity.	Parks and Recreation, Planning and Community Development	Mid-Term	Ongoing	Recreational Trail Grant submitted to TP&W for Cowhorn Creek Linear Trail.

Attachment: Comp Plan Implementation Update (2234 : Annual Report for Comp. Plan)

URBAN DESIGN

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
4.4.1	Require all new streets to have minimum 6', fully ADA-compliant sidewalks with buffer zones on both sides where feasible to promote walkability.	Public Works	Ongoing	Ongoing	Sidewalks are required on all new streets built by City. However, there is no ordinance requiring private developers to do this. - DBH
4.4.2	Update the applicable development and thoroughfare standards to develop typologies for the Activity/Development Corridors and allow for primary and secondary gateways along roadways.	Planning and Community Development, Public Works	Short-Term	Ongoing	
4.4.3	Develop design standards for each district identified in the urban design framework map and continually update standards for the University Planned Development District (UPDD) and Highland Park/Bingham Park Historic District.	Planning and Community Development, Consultant	Short-Term	Ongoing	Developed new guides for the UPDD and Historic District to be more user friendly and combined all information including applications in one packet.
4.4.4	Conduct a State Line Avenue Corridor Study to further define needed safety improvements, correct poor pedestrian mobility, strengthen economic development opportunities and establish an Overlay Zoning Ordinance and District Standards.	Planning and Community Development, Texarkana, AR, Consultant, Texarkana Metropolitan Planning Organization	Short-Term	Ongoing	Discussions ongoing with DOTs, MPO and Texarkana, AR on State Line Corridor. MPO funding approved for study set to begin in 2020.
4.4.5	Continue to coordinate with TxDOT and the Arkansas State Highway and Transportation Department on future development along IH 30. Focusing on the creation and enhancement of gateways into the city.	Public Works, TxDOT, ArDOT	Mid-Term	Ongoing	City built welcome monument at the FM 989 overpass in 2018.
4.4.6	Preserve open space through the maintenance of natural floodplains, creation of parks, clustering of development, conservation of environmentally sensitive areas, and shading of paving (such as streets, parking lots and plazas) to reduce the ambient temperature in the city and provide a more comfortable environment.	Parks and Recreation, Planning and Community Development	Long-Term	Ongoing	In late 2019, City awarded 9.8 million in NRDA funding to address biodiversity and water quality along a numerous waterways and floodplain areas. The Natural Resources Damage Assessment (NRDA) process along with local project partners including Texarkana College and Texas A&M-Texarkana related to the former Kerr-McGee Chemical Corporation wood-treating facility located on Buchanan Road in Texarkana, Texas. As a part of the funding, creek restoration projects will occur along Days, Cowhorn, Howard, Waggner and Swampoodle creeks including parts of downtown. Implementation will occur over the next 5 years.
4.4.7	Identify and preserve existing neighborhood landmarks, such as historic or distinctive buildings and prominent natural features, to foster neighborhood pride, distinctiveness and better creates a sense of ownership. Add wayfinding markers to historic districts to celebrate character.	Planning and Community Development, Building and Inspections, Public Works Department	Short-Term	Ongoing	Added wayfinding and sign toppers to downtown State Cultural District and Highland/Bingham Park Historic District in 2018.

NEIGHBORHOOD DISTRICTS

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
5.1.1	Continue to promote citizen-led neighborhood revitalization programs in key neighborhoods including Rose Hill, Beverly, Downtown, and other neighborhoods throughout the city.	Planning and Community Development	Ongoing	Ongoing	City staff assisted in the creation and supports active neighborhood associations in Rose Hill, Beverly and downtown.
5.1.2	Continue to identify and formulate neighborhood partnerships that serve to identify funding opportunities, serve as a sounding board for improvements, and advocate for neighborhood improvements.	Planning and Community Development	Short-Term	Ongoing	City staff assisted in the creation and supports active neighborhood associations in Rose Hill, Beverly and downtown.
5.1.3	Develop an online database with information about neighborhood associations, district maps, contact information, and meeting information.	Planning and Community Development	Short-Term	25% Complete	City staff has begun development of online datebase for neighborhoods.
5.1.4	Conduct small-area plans for specific neighborhoods to address challenges and identify a phased action plan.	Planning and Community Development, Consultant	Mid-Term	25% Complete	City staff has begun development of small area plans for specific neighborhoods.
5.1.5	Consider conducting a neighborhood gateway and wayfinding signage study to determine the most appropriate location, style, and size of these amenities within neighborhoods.	Planning and Community Development, Consultant	Mid-Term	Ongoing	Added wayfinding and sign toppers to downtown State Cultural District and Highland/Bingham Park Historic District in 2018.
5.1.6	Continue the neighborhood outreach program to encourage involvement of residents in decisions affecting their neighborhood. Participate in neighborhood events such as National Night Out and Rose Hill Neighborhood Celebration.	Planning and Community Development	Long-Term	Ongoing	City staff from multiple departments participates each year in National Night Out and the Rosehill Neighborhood Celebration.

DOWNTOWN TEXARKANA

REFERENCE NUMBER	RECOMMENDATION	INVOLVED AGENCY	PRIORITY	STATUS % COMPLETE	NOTES
5.2.1	Coordinate a downtown master plan with Texarkana, AR. A separate downtown plan would further develop concepts introduced in the Renew Texarkana plan and would include individual site assessment, a phased development plan, and detailed costs for implementation.	Planning and Community Development, Texarkana, AR	Short-Term	Ongoing	Both cities recently formed the Texarkana Brownfields Regional Enviornmental Coalition (TBREC) to master plan and address contaminated properties downtown. In 2019, City received $400,000 in supplemental award funding from the EPA Brownfields program for continued cleanup of contaminated properties in Texarkana, Texas. Implementation was completed of two-way streets and downtown CIP improvements project totaling $407,000 in collaboration with Public Works as part of the ReNew Texarkana downtown master plan. As a part of the street conversion, 162 new downtown parking places were added.
5.2.2	Consider adoption of a downtown overlay or Form Based Code (FBC) in the existing zoning ordinance.	Planning and Community Development	Short-Term	Ongoing	
5.2.3	Create a community development corporation that includes a focus on marketing downtown to potential investors.	Planning and Community Development, Economic Development, Texarkana Arts & Historic District Partners	Short-Term	25% Complete	City staff has begun research for the development of a community development corporation.
5.2.4	Develop a multi-departmental approach to evaluate the utilization of vacant, unsafe or dilapidated structures within downtown.	Planning and Community Development, Building Inspections, Public Works	Ongoing	Ongoing	Staff developed problem properties meeting with multiple department to address specific vacant, unsafe or dilapidated structures.
5.2.5	Consider replacing the street signs in Downtown with a unique sign to establish a special area of character; Add signage for the recent Texarkana Cultural District designation.	Planning and Community Development, Economic Development, Texarkana Arts & Historic District Partners, Public Works Department	Short-Term	Complete	Added wayfinding and sign toppers to downtown State Cultural District in 2018.
5.2.6	Enhance the role of Downtown as the cultural and social center of the City, by supporting local efforts (like the Arts & Historic District) to create business awareness, promote social events, and create community ties and investment.	Planning and Community Development, Economic Development, Texarkana Arts & Historic District Partners	Ongoing	Ongoing	Update: Legislature approved 5 million for Cultural District funding.

Attachment: Comp Plan Implementation Update (2234 : Annual Report for Comp. Plan)

5.2.7	Encourage a diversity of housing types including mixed-use in downtown to enliven the district, support destination retail and provide opportunities for pedestrian-oriented young professional and "empty nester" living.	Planning and Community Development	Ongoing	Ongoing	After over 30 years of vacancy and discussions regarding its future, work began on the revitalization of the iconic Hotel Grim. The $26 million dollar downtown development will add 93 residential units in downtown Texarkana and will include over 3,600 square feet of new office and meeting room space. In 2020, several new mixed use retail and housing developments are underway downtown.
5.2.8	Create open spaces, plazas and urban parks (such as Downtown's ArtSpark) to serve as focal points, landmarks, and gathering places for socializing and celebrations.	Planning and Community Development, Parks and Recreation, Economic Development, Texarkana Arts & Historic District Partners	Ongoing	Ongoing	City received National Endowment for the Arts (NEA) Grant for $20,000 in partnership with the Texarkana Arts & Historic District partners. This is a threefold project will include additional mini-murals in the downtown area, a refresh of the downtown ArtSpark "timeline", and contribute to an exhibit of works by a local sculptor. City staff created the "Kress Gap" by engaging local artists to paint murals that have become a community photo location.
5.2.9	Increase recreation and entertainment opportunities in downtown via programming and community venues.	Planning and Community Development, Parks and Recreation, Economic Development, Texarkana Arts & Historic District Partners	Ongoing	Ongoing	Awarded a USDA Farmers' Market Promotion Program grant totaling $174,220 to support the Market's Cultural Food Diversity Initiative in partnership with the Texarkana Regional Arts and Humanities Council and the Housing Authority of Texarkana, Texas. Texarkana's application was one of 49 funded nationwide and the only project selected for funding in Texas.
5.2.10	Increase pedestrian linkages / connections between downtown & neighborhoods through planning efforts. Consider the Complete Streets Model where appropriate.	Planning and Community Development, Public Works Department, Texarkana Metropolitan Planning Organization	Mid-Term	Ongoing	
5.2.11	Continue to provide incentives for the adaptive re-use of historic and valuable structures to preserve the City's architectural heritage and ensure that new development contributes to the evolution of a strong, historic, pedestrian-oriented downtown.	Planning and Community Development, Building & Inspections, Economic Development, Texarkana Arts & Historic District Partners	Ongoing	Ongoing	Existing incentive programs such as façade grants and loans have been used to encourage historic preservation.

Attachment: Comp Plan Implementation Update (2234 : Annual Report for Comp. Plan)

City of Texarkana, Texas

Version:

Briefing Sheet

Update Date: 2/27/2020 2:51 PM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,

Subject: Consider approval of February 2, 2020 Minutes.

Attachments

a. February 3, 2020 Minutes (PDF)

MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS
2ND FLOOR, TEXAS MUNICIPAL BUILDING
220 TEXAS BOULEVARD, TEXARKANA, TEXAS
MONDAY, FEBRUARY 3, 2020
6:00 P.M.

The Planning and Zoning Commission of the City of Texarkana, Texas met in their regular session, Monday, February 3, 2020 at 6:00 p.m. in the Council Chambers, 2nd floor, Municipal Building, 220 Texas Boulevard, Texarkana, Texas with the following members present:

ATTENDING:

Mr. Gene Joyce III, Chairman
Mr. Casey Boyette
Mr. Tom Coleman
Mr. James Larkins
Dr. Wanda Northam
Mr. George Merrill

ABSENT:

Ms. Dianna Patterson Kinsey

ALSO ATTENDING:

Mr. David Orr, Director of Planning and Community Development
Ms. Debbie Burk, Zoning Administrator
Ms. Laura Puckett, Administrative Coordinator

Mr. Joyce called the meeting to order at 6:00 p.m. Official notices of the meeting had previously been mailed to all property owners within 200 feet of the property on which the requests had been filed.

Amendment to PD-18-2(C) for site plan approval to allow new signage for a collision center located on a portion of Lot 1, Block 2, Classic Auto Park East Subdivision, located at 924 Kenwood Road. Gregg Orr, applicant. Kayla Wood, MTG Engineers and Surveyors, agent.

Ms. Kayla Wood, representing the applicant, explained that at last month's P & Z meeting, channel letter signage was approved by the Commission for the collision center currently being constructed at 924 Kenwood Road. She further explained that it was determined that the building process was too far along to allow for the parapet wall to be constructed that would have allowed the installation of channel letters. She stated that this new application is to request approval of a 35' pole sign instead of the channel letters. The pole sign will be located at the northwest corner of the collision center property.

Mr. Coleman made a motion to approve the request. Dr. Northam seconded the motion to approve. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

Attachment: February 3, 2020 Minutes (2235 : Approval of 2/3/20 Minutes)

S-713: A Specific Use Permit to allow a tattoo studio and art studio/gallery in a tenant space located at 3216 Texas Boulevard on Lot 7 & 8, Block 29, Ghio-Fish Boulevard Addition. Bryan Callaway, applicant. Joaquin Hernandez, agent.

Mr. Joaquim Hernandez explained that he is proposing to open a tattoo studio and art gallery in the tenant space at 3216 Texas Boulevard. He advised that this proposed space will be clean and upscale for high-end clientele. He added that tattooing will be performed in the back of the space and will not be noticeable to the art gallery clients. He further explained that tattooing will be by appointment only and will be scheduled via email. Mr. Hernandez added that due to the style of tattooing he performs, there will be only one client scheduled a day.

Mr. Boyette made a motion to approve the request with staff stipulations, those being:

1. That the owner/or any employee performing the application of tattooing procedures be currently licensed by the State and meet all Federal, State and City licensing laws and health regulations. (A copy of the current license must be provided to the City prior to the opening of the business).
2. That if any complaints concerning minors or any violations of the regulations listed above occur, the City has the right to revoke the Specific Use Permit.
3. That if this use ever ceases at this location, the City may revoke the Specific Use Permit that allows a tattoo studio.
4. That the sale of tobacco products or drug paraphernalia is prohibited.
5. That the hours of operation will be "by appointment only" and no walk-in clients will be allowed.
6. That any remodeling of the current building must meet all city codes and requires licensed contractors.
7. That no painting of the windows or the building with advertisement or graphic art.
8. That no signage advertising tattoos is allowed on the property.

Mr. Larkins seconded the motion. Members voted unanimously for approval with stipulations.

RECOMMENDED FOR APPROVAL WITH STIPULATIONS

Z-20-1: South ½ of Lot 1, Flower Acres Second Addition, located at 2720 Phillips Lane. Single Family - 2 to Single Family–3. Terry Davis, applicant.

The applicant was not present at the meeting. Staff explained that this request is to allow the location of a new double wide HUD code manufactured home at 2720 Phillips Lane. There are other manufactured homes located in this area.

A motion made by Mr. Boyette to approve the request. Mr. Coleman seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

S-714: Specific Use Permit to allow a double wide HUD code manufactured home on the south ½ of Lot 1, Flower Acres Second Addition, located at 2720 Phillips Lane. Terry Davis, applicant.

A motion was made by Dr. Northam to approve the Specific Use Permit with stipulations, those being:

Attachment: February 3, 2020 Minutes (2235 : Approval of 2/3/20 Minutes)

1. That a 2019 or newer 4-bedroom, 2 bath HUD code manufactured home be allowed on this property. See attached floor plan.
2. That the double wide HUD code manufactured home be tied down/skirted/underpinned.
3. That the double wide HUD code manufactured home be used for dwelling purposes only, human occupancy only.
4. That the Specific Use Permit be in effect for a period of three (3) years, beginning at the date of this Ordinance. It is the owner's responsibility to renew this permit.
5. That if the HUD code manufactured home is not placed on the property within the three (3) year period, the Specific Use Permit will automatically be revoked.
6. That all driveways, parking, building codes/setbacks, engineered foundation, platting and flood plain requirements must be in accordance with the City of Texarkana, Texas codes.

Mr. Merrill seconded the motion. Members voted unanimously for approval with stipulations.

RECOMMENDED FOR APPROVAL WITH STIPULATIONS

STAFF UPDATES

Mr. David Orr advised that staff is working on the annual report for the Renew Texarkana Comprehensive Plan, which is the second implementation report. He advised that the report should be ready to bring before the Planning and Zoning Commission at their next meeting in March.

Mr. Orr confirmed that he had received a letter from Mr. Jay Davis advising of his resignation on the Planning and Zoning Commission since he had been newly elected to the City Council. Mr. Joyce stated that he wished Mr. Davis all the best and thanked him for his service to the Planning and Zoning Commission.

Consider approval of the December 2, 2019 Minutes.

Mr. Merrill made motion to approve the minutes. Mr. Larkins seconded the motion. Members voted unanimously for approval of the motion.

RECOMMENDED FOR APPROVAL

There being no further business, the meeting was adjourned.

_____
Gene Joyce III, Chairman

_____
Debbie Burk, Secretary

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