



CITY OF TEXARKANA
PLANNING & ZONING COMMISSION
AGENDA • AUGUST 4, 2025

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

220 TEXAS BLVD.
TEXARKANA, TX 75501

Chairperson	Commissioner	Commissioner
Gene Joyce III	Wanda Northam	Lee Kernek
Vice Chairperson	Commissioner	Alternate Commissioner
Dianna Patterson Kinsey	Casey Boyette	Ross Sarine
Commissioner	Commissioner	Alternate Commissioner
James Larkins	Brad Bailey	Kory Crews

I. CALL TO ORDER

II. AGENDA ITEMS

1. TABLED: Consider approval of the St. John Addition being a replat of Lots 9-13, 15, &16, Block 6, Buchanan Avenue Addition located at 1216 Willis Street. St. John's Baptist Church, owner, and Jeffrey Wood, agent.

2. Z-25-13: rezoning Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block of Letter Carrier Drive from Single Family-2 to Single Family-3. Alvin Battles, owner.

3. S-811: granting a Specific Use Permit to allow the location of a HUD code manufactured home on Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block Letter Carrier Drive. Alvin Battles, owner.

III. STAFF UPDATES

IV. CONSIDER APPROVAL OF MINUTES

1. Consider the minutes from the July 7, 2025 Planning and Zoning Commission meeting.

V. ADJOURNMENT**VI. P&Z AGENDA ITEMS**

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

Summary Sheet

Version:

Update Date: 7/30/2025 4:10 PM

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Zoning Administrator

Subject: TABLED: Consider approval of the St. John Addition being a replat of Lots 9-13, 15, & 16, Block 6, Buchanan Avenue Addition located at 1216 Willis Street. St. John's Baptist Church, owner, and Jeffrey Wood, agent.

Meeting Date: 8/4/2025

Attachments

- a. PlatComments-StJohnAddition-August2025P&Z (PDF)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Laura Puckett	Meeting	Pending
08/04/2025 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

See attached memorandum.

Potential Options:

Approve, deny or table

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommends approval of the final plat pending any staff and utility changes.

Advisory Board/Committee Review:

The Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

City of Texarkana, Texas

Advisory Board/Committee Meeting Date and Minutes:

August 4, 2025

MEMORANDUM

To: Planning and Zoning Commission

From: Dusty Henslee, P.E., CFM, CPM
Assist. City Manager/Director of Public Works, Texarkana, Texas

Date: July 18, 2025

Subject: **Consider approval of the St. John Addition being a replat of Lots 9-13, 15, & 16 Block 6 Buchanan Avenue Addition**

This is a request by St. John's Baptist Church, owner, and Jeffrey Wood, agent, to consider approval **the St. John Addition being a replat of Lots 9-13, 15, & 16 Block 6 Buchanan Avenue Addition.**

Comments are as follows:

1. TxDOT – No response
2. Summit Utilities – **We are good with this if they know they cannot build a structure over the easement and that we will have access to the easement.**
3. Sparklight/Cableone – No response
4. Windstream - No response
5. Conterra – No response
6. Electric Companies
 - a. AEP - **See email from Zac**
 - b. Bowie Cass – No issues
 - c. REA – No response
7. TWU - **No response**
8. PW/Planning Departments
 - a. **Development of property must meet all development codes (streets and sidewalks, drainage, floodplain, stormwater, etc.)**
 - b. **Submit electronic copy once the plat is recorded.**
 - c. **Tax certificate of the property for recording purposes from BCAD must be provided showing all taxes have been paid for entire property in order to be recorded at the County Courthouse (Texas State Legislature amendment 12.002 of the Texas Property Code).**
9. Fire Department – No issues

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



CITY OF TEXARKANA TEXAS

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

Application for Subdivision Plat Approval

Type:

Preliminary Final Replat Minor Amended Vacation

TO REMOVE THE LOT LINE BETWEEN LOTS 9-16, AND THE ABANDONED ALLEY OF

Purpose of Plat: BLOCK 1 OF BUCHANAN AVENUE ADDITION AND CREATE ONE LOT.

Plat Title: St. John Addition

Current Legal Description: Lots 9-16, Block 1 Buchanan Avenue Addition

Total Acreage: 1.290 acres **Number of Lots:** 1 **Zoning:** C

Owner/Developer Information:

Name: St. John's Baptist Church

Address: _____

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

6/26/25

Date

Application Fee: _____

Received by: _____

Revis

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 1 Buchanan Avenue



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	<input checked="" type="checkbox"/>
Location Map for proposed development	<input checked="" type="checkbox"/>
Title and Name of Subdivision	<input checked="" type="checkbox"/>
Legal Description and identification of tract being subdivided or resubdivided	<input checked="" type="checkbox"/>

1. Legal description shall be referenced to a previous recorded subdivision

SPECIFIC PLAT INFORMATION

Names or designations of all adjoining subdivisions or properties	<input checked="" type="checkbox"/>
Adjacent dedicated streets, alleys, and easements	<input checked="" type="checkbox"/>
Outline of proposed tract (shall stand out compared to other boundary lines)	<input checked="" type="checkbox"/>
Location and designation of all streets, alleys, and other areas with dimensions that are intended for public use	<input checked="" type="checkbox"/>
All block, lot and street boundary lines	<input checked="" type="checkbox"/>

1. Blocks and lots shall be numbered

2. Building lines and easements are shown

a. Commercial (15')

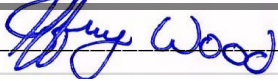
b. Residential (25')

c. In PUR, building line is not less than 15'

Surveyor Note explaining purpose of Replat	<input checked="" type="checkbox"/>
100 Year FEMA Flood Zones	<input checked="" type="checkbox"/>
Finish Floor Elevations (lots adjacent to flood zones and drainage facilities)	<input checked="" type="checkbox"/>
Shown all necessary dimensions	<input checked="" type="checkbox"/>
Supplemental Survey Reference Markers	<input checked="" type="checkbox"/>
Certificate of ownership	<input checked="" type="checkbox"/>
Certificate of surveyor	<input checked="" type="checkbox"/>
Certificate of approval by planning and zoning commission	<input checked="" type="checkbox"/>

CERTIFICATION STATEMENT

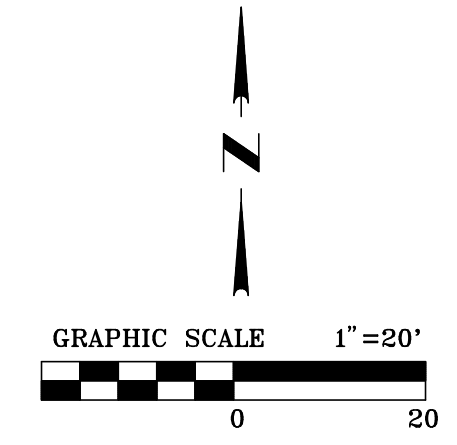
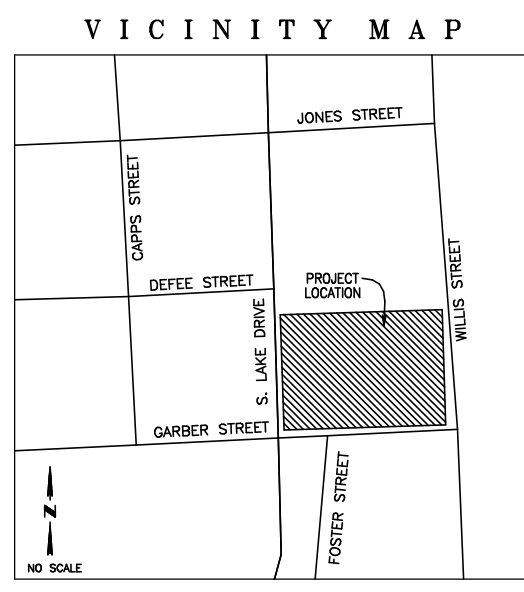
I have reviewed the checklist and submittals for completeness and accuracy. I understand this plat will not be reviewed until all information is included.


6/26/25

 Signature Date
 Jeffrey Wood

 Printed Name

Attachment: PlatComments-StJohnnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue



Property Description
 1.290 Acres
 56200.10 Sq. Ft.
 Bowie County, Texas

All that certain lot, tract or parcel of land lying and situated in the Jacob Carsner Headright Survey, Abstract 116, Bowie County, Texas, being all of Lots No. 9 through 16, Block 1 of Buchanan Avenue Addition according to the plat recorded in Volume 40, Page 61 of the Plat Records of Bowie County, Texas, and being a part of that certain tract of land described as 0.278 acres in Notice of Abandonment (20' Alley) by the City of Texarkana, Texas, Ordinance No. 2025-029, dated March 11, 2025, recorded in Document No. 2025-0002245 of the Real Property Records of Bowie County, Texas, and being more particularly described by metes and bounds as follows:

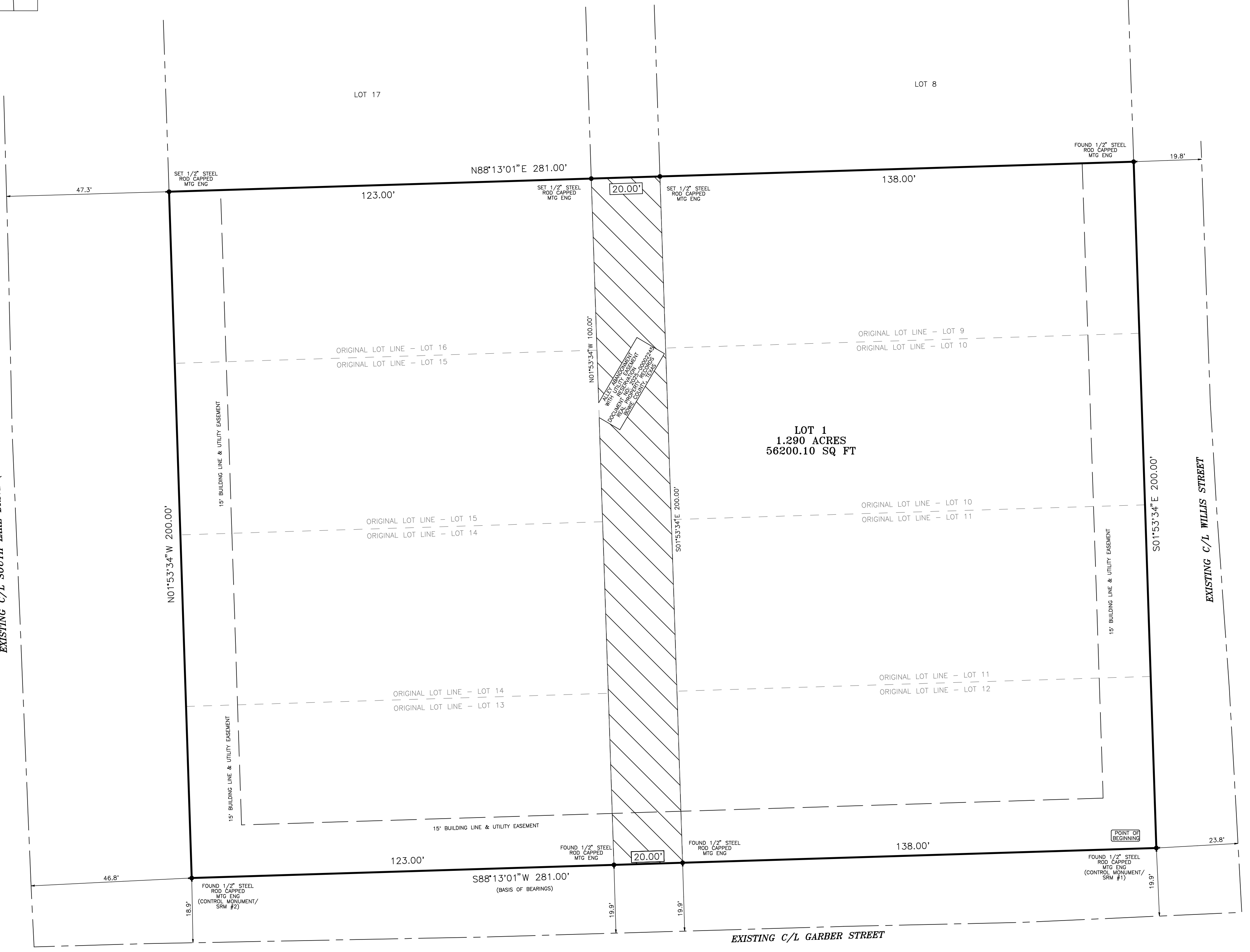
BEGINNING at a 1/2 inch steel rod (control monument) found for a corner, capped MTG ENG, lying at the intersection of the West right-of-way line of Willis Street and the North right-of-way line of Garber Street, same being the Southeast corner of the said Lot No. 12;

THENCE South 88 degrees 13 minutes 01 seconds West, basis of bearings, passing at a distance of 138.00 feet a 1/2 inch steel rod found for a corner, capped MTG ENG, the Southwest corner of the said Lot No. 12 and the Southeast corner of the said 0.278 acre tract, continuing a distance of 20.00 feet passing a 1/2 inch steel rod found for a corner, capped MTG ENG, the Southwest corner of the said 0.278 acre tract and the Southeast corner of the said Lot No. 13, and continuing a distance of 123.00 feet for a total distance of 281.00 feet to a 1/2 inch steel rod (control monument) found for a corner, capped MTG ENG, lying at the intersection of the South line of the said Lot 13, the North right-of-way line of the said Garber Street, and the East right-of-way line of South Lake Drive (State Highway 93);

THENCE North 01 degrees 53 minutes 34 seconds West a distance of 200.00 feet along the East right-of-way line of the said South Lake Drive to a 1/2 inch steel rod found for a corner, capped MTG ENG, lying at the intersection of the North line of the said Lot No. 16, the South line of Lot No. 17 of the said Block 1, and the East right-of-way line of the said South Lake Drive;

THENCE North 88 degrees 13 minutes 01 seconds East passing at a distance of 123.00 feet a 1/2 inch steel rod set for a corner, capped MTG ENG, the Northeast corner of the said Lot No. 16, the Southeast corner of the said Lot No. 17, continuing a distance of 20.00 feet passing a 1/2 inch steel rod set for a corner, capped MTG ENG, the Northwest corner of the said Lot No. 9, and the Southwest corner of Lot No. 8 of the said Block 1, and continuing a distance of 138.00 feet for a total distance of 281.00 feet to a 1/2 inch steel rod found for a corner, capped MTG ENG, lying in the West right-of-way line of the said Willis Street, same being the Northeast corner of the said Lot 9 and the Southeast corner of the said Lot 8;

THENCE South 01 degrees 53 minutes 34 seconds East a distance of 200.00 feet along the East line of the said Lots 9 through 12, and the West right-of-way line of the said Willis Street to the point of beginning and containing 1.290 acres of land, at the time of this survey.



CERTIFICATE OF DEDICATION BY OWNER

We, being the Owner of a tract of land as shown on the attached map or plat have caused the same to be surveyed, platted and subdivided as shown, and which subdivision shall hereafter be known as St. John Addition, being a Replat of Lots 9-16, Block 1, Buchanan Avenue Addition, a subdivision of a part of the J. Carsner Headright Survey, Abstract 116, Bowie County, Texas.

St. John Baptist Church

STATE OF TEXAS
 COUNTY OF BOWIE

Before me, the undersigned authority in and for said County and State, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and consideration therein expressed, and in the capacity therein stated. GIVEN UNDER MY HAND AND SEAL this _____ day of _____, 2025.

Notary Public _____ Commission Expires: _____
 State of Texas

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION

I, the undersigned, do hereby certify that the Plat of St. John Addition, being a Replat of Lots 9-16, Block 1, Buchanan Avenue Addition a subdivision of a part of the J. Carsner Headright Survey, Abstract 116, Bowie County, Texas, together with the Owner's Certificate and Surveyor's Certificate of same were presented to the Planning Commission of the City of Texarkana, Bowie County, Texas, for its approval, and that said plat, Owner's Certificate, and Surveyor's Certificate being found to conform to the requirements in all respects, are in all things approved

on this the _____ day of _____, 2025.

Planning Commission Approval

Expires on _____

Chairman _____

Secretary _____

SURVEYOR NOTE:

- THE PURPOSE OF THE REPLAT IS TO MAKE THE FOLLOWING CHANGES:
- 1.) TO REMOVE THE LOT LINE BETWEEN LOTS 9-16, AND THE ABANDONED ALLEY OF BLOCK 1 OF BUCHANAN AVENUE ADDITION AND CREATE ONE LOT.
 - 2.) THIS PLAT IS NOT IN VIOLATION OF ANY RESTRICTIVE COVENANTS AFFECTING THE PROPERTY.
 - 3.) ALL MONUMENTS ARE SET 1/2" STEEL RODS, CAPPED MTG ENG, UNLESS OTHERWISE INDICATED.

CERTIFICATE OF ENGINEER OR SURVEYOR

I, Jeffrey A. Wood, do hereby certify that I am a Registered Professional Land Surveyor in the State of Texas and that subdivision plat attached hereto correctly reflects the results of a survey made by me on the ground March 3, 2025, that the corner monuments are in place at points on the boundaries as shown, that there are no visible encroachments (other than shown on the map) or discrepancies, and that the subdivision shall be known as St. John Addition, being a Replat of Lots 9-16, Block 1, Buchanan Avenue Addition, a subdivision of a part of the J. Carsner Headright Survey, Abstract 116, Bowie County, Texas.

Jeffrey A. Wood
 Jeffrey A. Wood
 Registered Professional Land Surveyor
 No. 6220, State of Texas
 Firm Certificate No. 101011-00
 Date: June 23, 2025



FLOOD STATEMENT:
 BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 48037C030E, WHICH BEARS AN EFFECTIVE DATE OF DECEMBER 21, 2017, AND IS NOT IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATION MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY. ZONE "X" DENOTES AREAS OUTSIDE OF THE 500 YEAR FLOOD ZONE.

THE BEARINGS ARE BASED ON GRID NORTH WITHIN THE "TEXAS COORDINATE SYSTEM OF 1983, NORTH CENTRAL ZONE", AND 83. THE FOLLOWING CONTROL MONUMENTS WERE USED TO ESTABLISH THE BASIS OF BEARINGS.

CONTROL MONUMENT/SRM #1 CONTROL MONUMENT/SRM #2
 N=7224180.3404 N=7224130.3720
 E=3323107.3218 E=3323109.0990

ST. JOHN ADDITION		MTG ENGINEERS & SURVEYORS 5930 SUMMERHILL ROAD TEXARKANA, TX P 903.838.8533 www.mtgenr.com TBP# FIRM NO. F-354 AS CDA NO. 125 © MTG 2025
1.290 ACRES IN THE J. CARSNER HEADRIGHT SURVEY, ABSTRACT 116 BOWIE COUNTY, TEXAS A REPLAT PLAT OF LOTS 9-16, BLOCK 1, BUCHANAN AVENUE ADDITION AND PART OF THE ABANDONED ALLEY OF BLOCK 1, BUCHANAN AVENUE ADDITION		
Date	Revision/Description	
Drawn By	Checked By	Project No.
DH	JW	246698
Dwg. Date	File No.	
3/12/25		
Sheet No.		

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 - Consider approval of replat Lots 9-16, Block 1, Buchanan Avenue Addition)

From: [Will Burris](#)
To: [TEX-Henslee, Dustin](#)
Subject: RE: [CAUTION EXTERNAL EMAIL] Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition
Date: Monday, June 30, 2025 9:00:30 AM

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.

BCEC has no conflict or comment.

Thanks,

William Burris
 Engineering Staking Coordinator
 Bowie-Cass Electric Cooperative
 P.O. Box 47 / 117 N. Street
 Douglassville, Texas 75560
 Desk: 903-846-8009

From: TEX-Henslee, Dustin <dustin.henslee@texarkanatexas.gov>
Sent: Monday, June 30, 2025 8:34 AM
To: dwwiley@aep.com; Zachary S Pianalto <zspianalto@aep.com>; Latham, Michael A <michael.a.latham@windstream.com>; chris.jackson@windstream.com; brandon.k.mccormick@windstream.com; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodges@texarkanatexas.gov>; Will Burris <willb@bcec.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; joe.langley@sparklight.biz; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross <mgross@bowieappraisal.org>; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; GREG STRICKLAND <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmcdowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>; Jeffrey Wood <jwood@mtgengineers.com>
Subject: RE: [CAUTION EXTERNAL EMAIL] Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

All,

Attached is the revised replat for St. John's Addition that I had originally sent out in March. The church obtained Lot 14 so they are including it into this replat.

Thanks, and please let me know if you have any comments or concerns by 12 pm on July

21, 2025. This will be on the August P & Z Agenda.

Dusty Henslee, P.E., CFM, CPM
Assistant City Manager/Director of Public Works
City of Texarkana, Texas
 Office: (903)-798-3953
 Cell: (903)-908-1808

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

From: TEX-Henslee, Dustin
Sent: Friday, March 14, 2025 12:03 PM
To: dwwiley@aep.com; Zachary S Pinalto <zspialalto@aep.com>; michael.a.latham@windstream.com; Chris Jackson <chris.jackson@windstream.com>; McCormick, Brandon K <brandon.k.mccormick@windstream.com>; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodes@texarkanatexas.gov>; willb@bcec.com; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Langley, Joe <Joe.Langley@sparklight.biz>; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross@bowieappraisal.org; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; GREG STRICKLAND <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmcdowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>
Subject: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

All,

We have received a request for approval of the plat for St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition. This property is intersection of S. Lake Drive, Garber St, and Willis Street. I would also like to mention that the City Council approved the alley abandonment (retaining a 20' utility easement) at the recent city council meeting.

Attached is the application, checklist, and plat. This plat will be on the **April 7, 2025 P&Z Agenda** so please review and provide any comments back to me via email by **12 PM, March 26, 2025** . If you have any questions, please let me know.

Thanks,

Dusty Henslee, P.E., CFM, CPM

Assistant City Manager/Director of Public Works
City of Texarkana, Texas
Office: (903)-798-3953
Cell: (903)-908-1808

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Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

From: [Zac Pinalto](#)
To: [TEX-Henslee, Dustin](#); [Dusty Wiley](#)
Subject: RE: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition
Date: Thursday, July 3, 2025 9:57:17 AM
Attachments: [image001.png](#)
[St. John Baptist Church Recorded Easement.pdf](#)

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,

SWEPSCO has no objections to the St. John Replat. SWEPSCO did record a 15' easement 2025-00004178 along Willis and Garber May 1, 2025.

Thank you,



ZAC PIANALTO | ENGINEER

ZSPIANALTO@AEP.COM | C:903.826.5027

3708 W 7TH ST, TEXARKANA, TX 75501-6324

From: TEX-Henslee, Dustin <dustin.henslee@texarkanatexas.gov>
Sent: Monday, June 30, 2025 8:34 AM
To: Dusty Wiley <dwwiley@aep.com>; Zac Pinalto <zspianalto@aep.com>; Latham, Michael A <michael.a.latham@windstream.com>; chris.jackson@windstream.com; brandon.k.mccormick@windstream.com; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodges@texarkanatexas.gov>; willb@bcec.com; TWU-Rogers, Terri <terri.rogers@txkusa.org>; joe.langley@sparklight.biz; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross <mgross@bowieappraisal.org>; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; GREG STRICKLAND <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmcowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>; jwood@mtgengineers.com
Subject: [EXTERNAL] RE: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

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Dusty Henslee, P.E., CFM, CPM
Assistant City Manager/Director of Public Works
City of Texarkana, Texas
 Office: (903)-798-3953
 Cell: (903)-908-1808

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From: TEX-Henslee, Dustin
Sent: Friday, March 14, 2025 12:03 PM
To: dwwiley@aep.com; Zachary S Pianalto <zspianalto@aep.com>; michael.a.latham@windstream.com; Chris Jackson <chris.jackson@windstream.com>; McCormick, Brandon K <brandon.k.mccormick@windstream.com>; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodes@texarkanatexas.gov>; willb@bcec.com; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Langley, Joe <Joe.Langley@sparklight.biz>; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross@bowieappraisal.org; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; GREG STRICKLAND <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmcdowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>
Subject: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

All,

We have received a request for approval of the plat for St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition. This property is intersection of S. Lake Drive, Garber St, and Willis Street. I would also like to mention that the City Council approved the alley abandonment (retaining a 20' utility easement) at the recent city council meeting.

Attached is the application, checklist, and plat. This plat will be on the **April 7, 2025 P&Z Agenda** so please review and provide any comments back to me via email by **12 PM, March 26, 2025** . If you have any questions, please let me know.

Thanks,

Dusty Henslee, P.E., CFM, CPM
Assistant City Manager/Director of Public Works

City of Texarkana, Texas

Office: (903)-798-3953

Cell: (903)-908-1808

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

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

T25-038
TX250688

RIGHT OF WAY AND EASEMENT

STATE OF TEXAS

COUNTY OF BOWIE

GRANTOR St. John Baptist Church, 1600 Garber, Texarkana, Bowie County, TX 75501 in consideration of one dollar, paid, and other good and valuable considerations, receipt of which is acknowledged, have and by these presents do grant and convey unto GRANTEE, Southwestern Electric Power Company (hereinafter referred to as "Grantee") a Delaware corporation, whose address is 428 Travis Street, P.O. Box 21106, Shreveport, LA 71156, its associated and allied companies and their respective successors and assigns, herein referred to as GRANTEE, a perpetual right of way and easement 15 feet in width over and through a part of the following described property:

All that certain tract or parcel of land situated in Lot Ten (10), Block One (1), Buchanan Additions, City of Texarkana, Bowie County, Texas being more particularly described in a Special Warranty Deed dated 5/3/2011 from Ricky Foster Pondexter and Ermer Dansby Pondexter to St. John Baptist Church and recorded in Volume 6035, page 90, in the Deed Records of Bowie County, Texas.

Said right of way and easement is described in Exhibit "A" attached hereto and made a part hereof.

With the right to construct, reconstruct, repair, replace, change the size and capacity of, modify, operate, maintain, inspect, remove, a line or lines of underground and/or overhead facilities, including, but not limited to, poles, structures, wires, cables, conduits, guys, anchors, and other fixtures and equipment as the GRANTEE may from time to time require for the distribution of electric current, and other forms of energy, and for the transmission or communication of data, audio and video information. Together with the right of ingress and egress to said right of way and easement at all times with equipment and personnel across GRANTOR'S lands for the purpose of constructing, operating and maintaining said lines and related facilities and making all necessary repairs, alterations or removal of any of its property placed thereon, provided that GRANTEE shall repair, replace, or pay for actual damages which may be the result of construction, maintenance and operation of its facilities. GRANTOR shall not construct nor permit to be constructed, any structure or building of any type or nature, including swimming pools, on or adjacent to said easement right of way that would prevent the use or endanger the said facilities or that would cause a violation of the National Electric Safety Code. In addition, the GRANTEE may trim, treat, cut down, or remove any trees, growth and vegetation without incurring damages (within the right of way or which could grow into the right of way) which may interfere with GRANTEE'S lines and other facilities.

To have and hold the above described easement and rights unto the GRANTEE, its successors and assigns, forever or until said right of way and easement is finally abandoned.

SIGNED AND DATED, this 30th day of APRIL, 2025.

St. John Baptist Church:


James Hawkins, Pastor

Work Order No. DST0125689

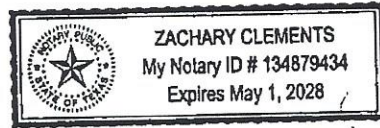
Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

ACKNOWLEDGEMENT

THE STATE OF TEXAS
COUNTY OF Bowie

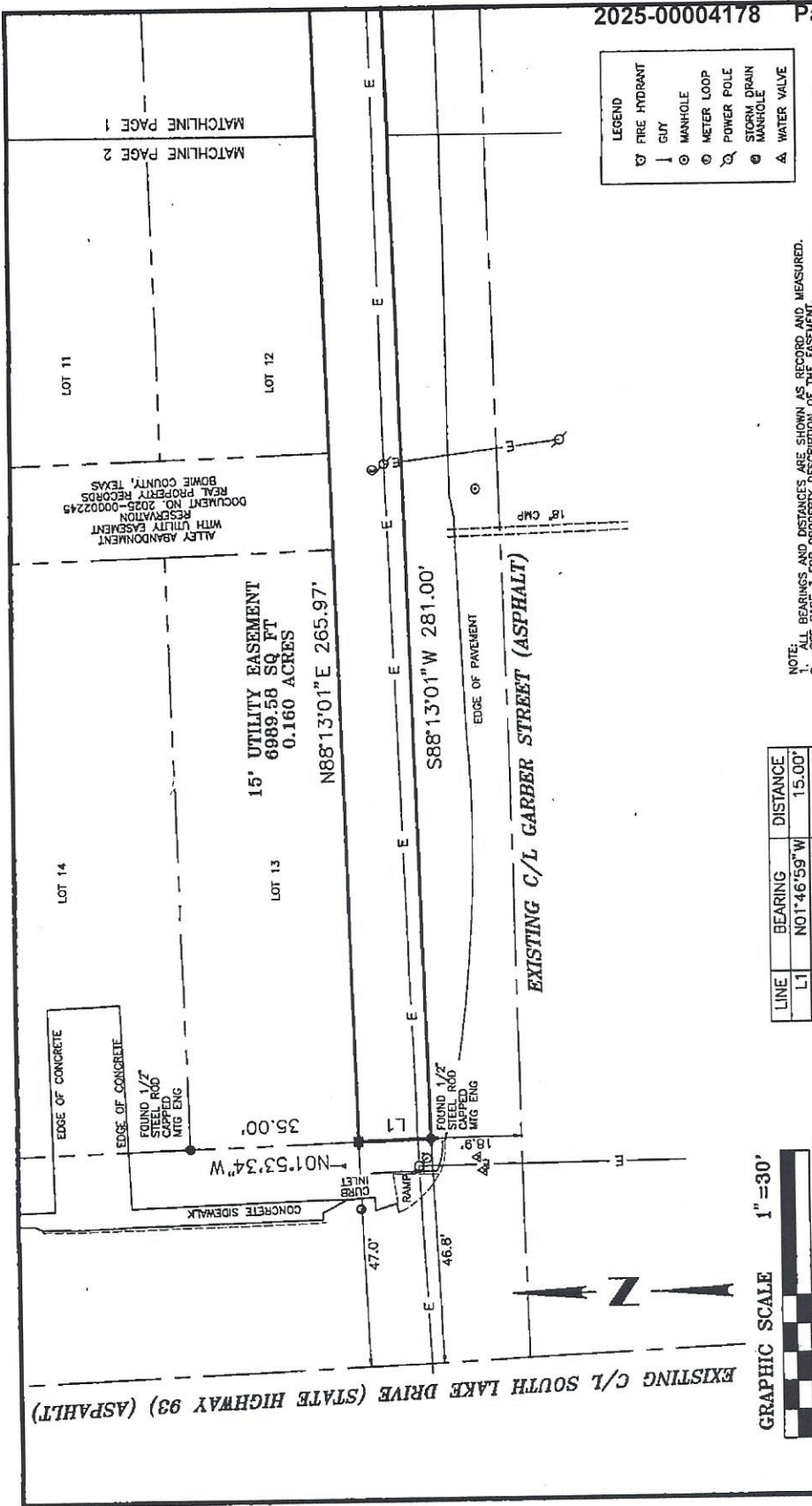
This instrument was acknowledged before me on the 30 day of April, 2025 A.D.,
by James Hawkins, Pastor of St. John Baptist Church

Zachary Clements
NOTARY PUBLIC STATE OF TEXAS
Notary's Printed Name: Zachary Clements
Comm. Expires: May 1, 2028



Return to:
J.W. Porter & Associates, LLC
3708 W. 7th
Texarkana, TX 75501

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue



LEGEND

- ⊕ FIRE HYDRANT
- GUY
- ⊙ MANHOLE
- ⊙ METER LOOP
- ⊙ POWER POLE
- ⊙ STORM DRAIN
- ⊙ MANHOLE
- ⊙ WATER VALVE

NOTE:
 1. ALL BEARINGS AND DISTANCES ARE SHOWN AS RECORD AND MEASURED.
 2. SEE PAGE 3 FOR PROPERTY DESCRIPTION OF THE EASEMENT.

LINE	BEARING	DISTANCE
L1	N01°46'58\"W	15.00'
L2	N88°06'26\"E	15.00'



SURVEYOR CERTIFICATE:
 THIS IS TO CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION AND COMPLIES WITH THE CURRENT PROFESSIONAL AND TECHNICAL STANDARDS OF THE TEXAS BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS, AND REPRESENTS THE FACTS FOUND AT THE TIME OF THE SURVEY. THERE ARE NO VISIBLE IMPROVEMENTS EXCEPT AS SHOWN ON THE SURVEY PLAN.

THIS PLAN IS FOR THE INTENDED USE OF SWEPSCO AS RELATES TO OWNERSHIP OR TRANSFER OF OWNERSHIP. THIS SURVEY IS NOT ASSIGNABLE OR INSURABLE, MAY NOT BE REISSUED WITHOUT REPERMITS FROM ISSUED BY THE TEXAS BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS, AND MAY NOT BE COPIED OR PROVIDED TO ANY PARTIES WITHOUT THE EXPRESSED WRITTEN PERMISSION OF THE UNDERSIGNED.

Jeffrey A. Wood
 JEFFREY A. WOOD
 REGISTERED PROFESSIONAL LAND SURVEYOR
 STATE OF TEXAS
 FIRM CERTIFICATE NO. 101011-00
 DATE: APRIL 18, 2025



UTILITY EASEMENT

15' SWEPSCO UTILITY EASEMENT

Date	Revision/Description

Drawn By	DH	Checked By	JW	Project No.	252109	Dwg. Date	04/15/2025
----------	----	------------	----	-------------	--------	-----------	------------

EXHIBIT A 2 OF 3
 Sheet No.

MTG ENGINEERS & SURVEYORS
 5930 SUMMERHILL ROAD TEVARKANA, TX
 P 903.838.8533 www.mtgengineers.com
 TBPE FIRM NO. F-354 AR CDA NO. 125
 © MTG 2025

X:\2025 Projects\252109 SWEPSCO St. John's Baptist Church\252109.dwg
 Fri Apr 18, 2025 3:13PM

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

15' Utility Easement
6989.58 Sq. Ft.
0.160 Acres
Bowie County, Texas

All that certain lot, tract or parcel of land lying and situated in the Jacob Carsner Headright Survey, Abstract 116, Bowie County, Texas, being a part of Lots No. 9 through 13, Block No. 1 of Buchanan Avenue Addition according to the plat recorded in Volume 40, Page 61 of the Plat Records of Bowie County, Texas, same being a part of that certain tract of land as described in the deed from Ricky Foster Ponder, et ux to St. John Baptist Church, dated May 3, 2011, recorded in Volume 8035, Page 90 of the Real Property Records of Bowie County, Texas, same being a part of that certain tract of land as described in the deed from the Bowie County Appraisal District, et al to St. John Baptist, dated October 2, 2012, recorded in Volume 6354, Page 301 of the Real Property Records of Bowie County, Texas, also being a part of that certain tract of land described as 0.278 acres in Notice of Abandonment (20' Alley) by the City of Texarkana, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch steel rod (control monument) found for a corner, capped MTG ENG, lying in the West right-of-way line of Willis Street, the said corner being the Northeast corner of the said Lot No. 9 and the Southeast corner of Lot No. 8 of the said Block No. 1;

South 01 degrees 53 minutes 34 seconds East, basis of bearings, a distance of 200.00 feet along the East line of the said Lots No. 9 through 12, and the West right-of-way line of the said Willis Street to a 1/2 inch steel rod (control monument) found for a corner, capped MTG ENG, at the right-of-way intersection of the said West right-of-way line of the said Willis Street and the North right-of-way line of Garber Street, same being the Southeast corner of the said Lot No. 12;

THENCE South 88 degrees 13 minutes 01 seconds West a distance of 281.00 feet along the South line of the said Lot No. 12, the South line of the said 0.278 acre tract, the South line of the said Lot No. 13 to a 1/2 inch steel rod found for a corner, capped MTG ENG, at the intersection of the South line of the said Lot 13, the North right-of-way line of the said Garber Street, and the East right-of-way line of South Lake Drive (State Highway 93);

THENCE North 01 degrees 46 minutes 59 seconds West a distance of 15.00 feet along the East right-of-way line of the said South Lake Drive to a point for a corner, this said point bears North 01 degrees 46 minutes 59 seconds West a distance of 35.00 feet to a 1/2 inch steel rod found for a corner, capped MTG ENG, at the intersection of the North line of the said Lot 13, the South line of the said 14, and the East right-of-way line of the said South Lake Drive;

THENCE North 88 degrees 13 minutes 01 seconds East a distance of 265.97 feet across and through the said Lot No. 13, the said 0.278 acre tract, and the said Lot No. 12 to a point for a corner;

THENCE North 01 degrees 53 minutes 34 seconds West a distance of 184.97 feet across and through the said Lot No. 12 through 9 to a point for a corner lying in the North line of the said Lot No. 9 and the South line of the said Lot No. 8;

THENCE North 88 degrees 06 minutes 26 seconds East a distance of 15.00 feet along the North line of the said Lot No. 9 and the South line of the said Lot No. 8 to the point of beginning and containing 0.160 acres of land, at the time of this survey.

SURVEYOR CERTIFICATE:

THIS IS TO CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND UNDER MY SUPERVISION IN ACCORDANCE WITH THE CURRENT PROFESSIONAL AND TECHNICAL STANDARDS OF THE TEXAS BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS, AND REPRESENTS THE FACTS FOUND AT THE TIME OF THE SURVEY. THERE ARE NO VISIBLE IMPROVEMENTS EXCEPT AS SHOWN ON THE SURVEY PLAN.

THIS PLAN IS FOR THE INTENDED USE OF SWEPSCO AS RELATES TO OWNERSHIP OR TRANSFER OF OWNERSHIP. THIS SURVEY IS NOT ASSIGNABLE OR TRANSFERABLE, AND MAY NOT BE RESESSED WITHOUT RE-SURVEYING AND ISSUING A NEW TEXAS BOARD OF PROFESSIONAL ENGINEERS & LAND SURVEYORS SURVEYING AND MAPPING PERMITS TO OTHER PARTIES WITHOUT THE EXPRESSED WRITTEN PERMISSION OF THE UNDERSIGNED.

Jeffrey A. Wood

JEFFREY A. WOOD
REGISTERED PROFESSIONAL LAND SURVEYOR
EXPIRES 04/15/2025
FORM & CERTIFICATE NO. 101011-00
DATE: APRIL 18, 2025



UTILITY EASEMENT

15' SWEPSCO UTILITY EASEMENT

Date	Revision/Description

Drawn By DH	Checked By JW	Project No. 252109	Dwg. Date 04/15/2025
----------------	------------------	-----------------------	-------------------------

MTG
ENGINEERS & SURVEYORS
5930 SUMMERHILL ROAD, TEXARKANA, TX
P 903.639.6533 www.mtgengineers.com
TYPE FIRM NO. F-354 AR CDA NO. 125
© MTG 2025

EXHIBIT A 3 OF 3

2025 Project# 252109 SWEPSCO St. John's Baptist Church\252109.dwg
Pl. Apr 18, 2025 3:14PM



THE STATE OF TEXAS

COUNTY OF BOWIE

I hereby certify that this instrument was FILED on the date and the time stamped hereon by me and was duly RECORDED in the Records of Bowie County, Texas.

2025-00004178 EASE
05/01/2025 09:36:32 AM Total Fees: \$41.00

Tina Petty, County Clerk
Bowie County, Texas



Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

From: [Brandon Brooks](#)
To: [TEX-Henslee, Dustin](#)
Cc: [Ronnie Watkins](#)
Subject: RE: [EXTERNAL EMAIL] RE: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition
Date: Monday, June 30, 2025 8:42:43 AM
Attachments: [image001.jpg](#)

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.

We have gas facilities that run the length of the alley. As long as we keep it as a utility easement and no structures are built over the easement we will be good.



Brandon Brooks
 Operations Supervisor | Texarkana, Arkansas
 903.824.1304 c.
bbrooks@summitutilities.com

From: TEX-Henslee, Dustin <dustin.henslee@texarkanatexas.gov>
Sent: Monday, June 30, 2025 8:34 AM
To: dwiley@aep.com; Zachary S Pinalto <zspinalto@aep.com>; Latham, Michael A <michael.a.latham@windstream.com>; chris.jackson@windstream.com; brandon.k.mccormick@windstream.com; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodges@texarkanatexas.gov>; willb@bcec.com; TWU-Rogers, Terri <terri.rogers@txkusa.org>; joe.langley@sparklight.biz; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross <mgross@bowieappraisal.org>; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; Greg Strickland <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmc dowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>; Jeffrey Wood <jwood@mtgengineers.com>
Subject: [EXTERNAL EMAIL] RE: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

All,

Attached is the revised replat for St. John's Addition that I had originally sent out in March. The church obtained Lot 14 so they are including it into this replat.

Thanks, and please let me know if you have any comments or concerns by 12 pm on July 21, 2025. This will be on the August P & Z Agenda.

Dusty Henslee, P.E., CFM, CPM
Assistant City Manager/Director of Public Works
City of Texarkana, Texas
 Office: (903)-798-3953
 Cell: (903)-908-1808

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

From: TEX-Henslee, Dustin
Sent: Friday, March 14, 2025 12:03 PM
To: dwwiley@aep.com; Zachary S Pianalto <zspianalto@aep.com>; michael.a.latham@windstream.com; Chris Jackson <chris.jackson@windstream.com>; McCormick, Brandon K <brandon.k.mccormick@windstream.com>; TWU-Smith, Gary <gsmith@txkusa.org>; TEX-Daniel, Mashell <mhodges@texarkanatexas.gov>; willb@bcec.com; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Langley, Joe <Joe.Langley@sparklight.biz>; TTFD-James, Heather <heather.james@texarkanatexas.gov>; mgross@bowieappraisal.org; Tommy Bruce <Tommy.Bruce@txdot.gov>; Brandon Brooks <bbrooks@summitutilities.com>; GREG STRICKLAND <gstrickland@summitutilities.com>; Stephanie Green <sgreen@conterra.com>; Jeremy Lindsey <jlindsey@swrea.com>; dmc dowell@swrea.com; TX-Maxey, Shawn <s.maxey@texarkanatexas.gov>; Adam Keahey <akeahey@conterra.com>; tray.mcneil@rittercommunications.com; Fisher, Jacob W <Jacob.Fisher@windstream.com>
Cc: TEX-Puckett, Laura <lpuckett@texarkanatexas.gov>
Subject: Plat Review - St. John Addition being a Replat of Lots 9-13, 15 and 16, Block 1 Buchanan Avenue Addition

All,

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Attached is the application, checklist, and plat. This plat will be on the **April 7, 2025 P&Z Agenda** so please review and provide any comments back to me via email by **12 PM, March 26, 2025** . If you have any questions, please let me know.

Thanks,

Dusty Henslee, P.E., CFM, CPM
Assistant City Manager/Director of Public Works

City of Texarkana, Texas

Office: (903)-798-3953

Cell: (903)-908-1808

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If you received this message in error, please do not read, copy, or share it. Instead, please notify the sender immediately and permanently delete all copies in your possession.

Attachment: PlatComments-StJohnAddition-August2025P&Z (4574 : Consider approval of replat Lots 9-13, 15&16, Block 6, Buchanan Avenue

City of Texarkana, Texas

Summary Sheet

Version:
Update Date: 7/30/2025 10:12 AM

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Zoning Administrator
Subject: Z-25-13: rezoning Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block of Letter Carrier Drive from Single Family-2 to Single Family-3. Alvin Battles, owner.

Meeting Date: 8/4/2025

Attachments

- a. Hearing Notice and Application (PDF)
- b. Maps (PDF)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Laura Puckett	Meeting	Pending
08/04/2025 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Alvin Battles, owner, to rezone Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block of Letter Carrier Drive from Single Family-2 to Single Family-3.

The Future Land Use Map designates this property as "Industrial".

The adjacent zoning is Single Family-2 to the south, east, and west, and Commercial to the north. The adjacent land use is residential to the north, and vacant land to the south, east and west.

Staff recommend for approval of this request.

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to new drainage ordinance, stormwater design manual, building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

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

City of Texarkana, Texas

Potential Options:

Approve, deny or table

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request.

Advisory Board/Committee Review:

The Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

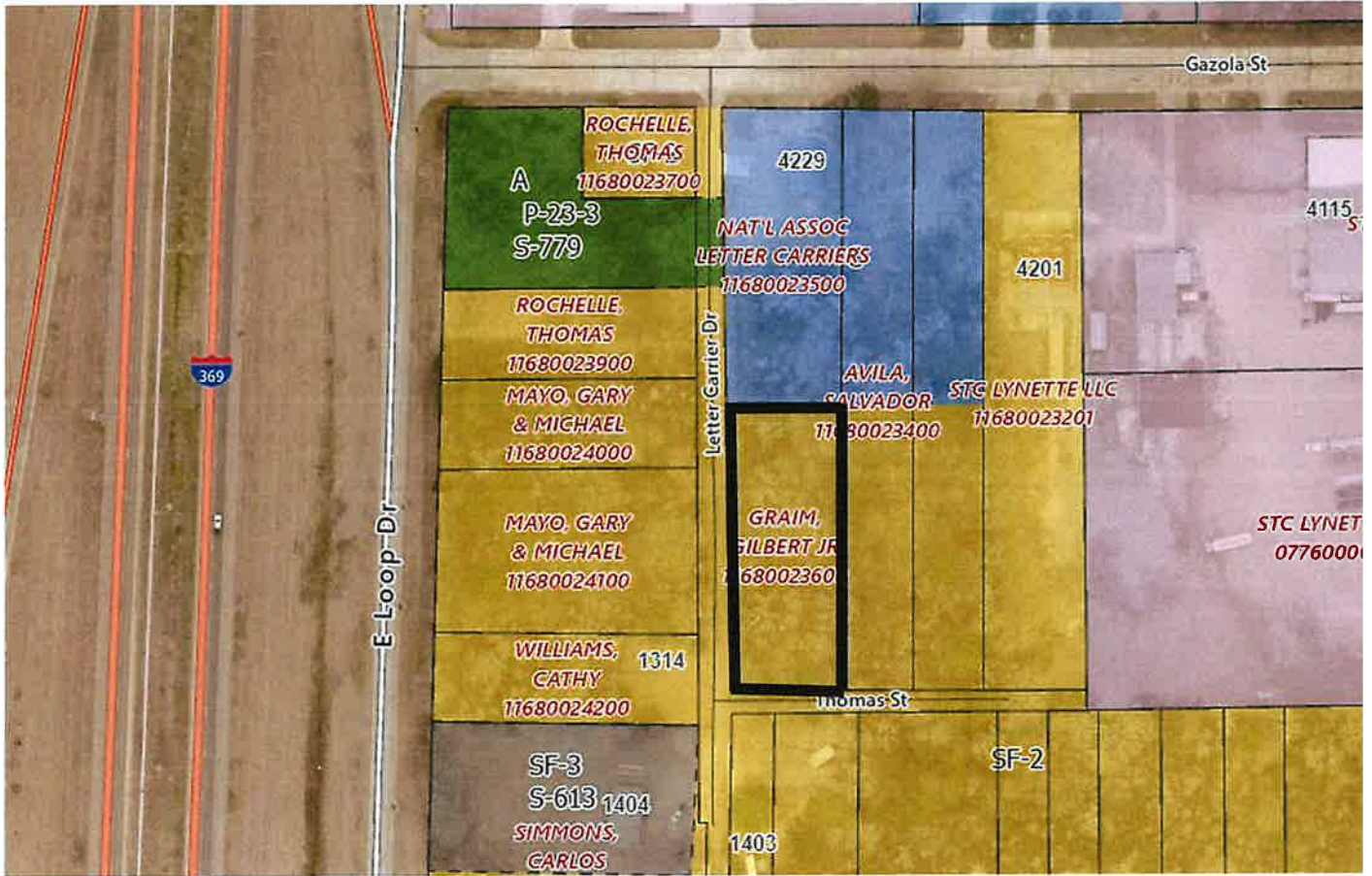
August 4, 2025

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, AUGUST 4, 2025 Hearing Time: 6:00 pm
CITY COUNCIL: Hearing Date: MONDAY, SEPTEMBER 8, 2025 Hearing Time: 6:00 pm

- ♦ If they desire, persons concerned with the proposed change can present a letter 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 letter must be received and filed before or at the Planning and Zoning Commission Meeting. (The letter can be emailed to lpuckett@txkusa.org).



OWNER: Alvin Battles, owner

OWNER'S ADDRESS: 1404 Letter Carrier Drive, Texarkana, Texas 75501

LOCATION OF REZONING: 1300 block Letter Carrier Drive, Texarkana, Texas 75501

PROPOSED CHANGE: to place a HUD code manufactured home

ZONING CHANGE FROM: Single Family-2 TO: Single Family-3

LEGAL DESCRIPTION: Lot 19, Block 6, H.S. Janes HRS, A-306

CASE NUMBER: Z-25-13

DATE MAILED: July 17, 2025

Attachment: Hearing Notice and Application (4575 : Z-25-13: rezoning in the 1300 block of Letter Carrier Drive)



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. 25-002153

Case Z-25-13

Date 7/15/25

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.

Lot: 19 Block: 6 Addition: H.S. James HRS A-306
(Or see attached legal description) 1300 Block Letter Carrier Parcel-11680023600

Location: TBD NE Letter Carrier ; Thomas Rd

Present Zoning: SF-2

Proposed Zoning: SF-3

If the Zoning Classification is changed by the Commission, this property will be used as:
manufactured home single family use.

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

Want to put a home on the property.

Attorney or Agent Signature
Printed Name: _____
Address _____
City, State, Zip _____
Home Phone & Cell Phone _____
Email Address _____

Alvin Battles
Property Owner Signature
Printed Name: Alvin Battles
1404 Letter Carrier Dr
Address
Texarkana TX 75501
City, State, Zip
903-556-8636
Home Phone & Cell Phone
Albattlesjr@gmail.com
Email Address

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

Attachment: Hearing Notice and Application (4575 : Z-25-13: rezoning in the 1300 block of Letter Carrier Drive)

1300 Block of Letter Carrier Drive



Attachment: Maps (4575 : Z-25-13: rezoning in the 1300 block of Letter Carrier Drive)

1300 Block of Letter Carrier Drive



Attachment: Maps (4575 : Z-25-13: rezoning in the 1300 block of Letter Carrier Drive)

City of Texarkana, Texas

Summary Sheet

Version:
Update Date: 7/30/2025 10:13 AM

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Zoning Administrator
Subject: S-811: granting a Specific Use Permit to allow the location of a HUD code manufactured home on Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block Letter Carrier Drive. Alvin Battles, owner.

Meeting Date: 8/4/2025

Attachments

- a. Hearing Notice and Application (PDF)
- b. Maps (PDF)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Laura Puckett	Meeting	Pending
08/04/2025 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Alvin Battles, owner, for a Specific Use Permit to allow the location of a HUD code manufactured home on Lot 19, Block 6, H.S. Janes HRS, A-306, located in the 1300 block of Letter Carrier Drive. The property is vacant land.

The Future Land Use Map has designated this property as "Industrial".

The adjacent zoning is Single Family-2 to the south, east, and west, and Commercial to the north. The adjacent land use is residential to the north, and vacant land to the south, east and west.

Staff recommend approval of this request with the following stipulations:

1. That one 2020 or newer HUD code manufactured home be allowed on this property.
2. That the HUD code manufactured home be tied down/skirted/underpinned.
3. That the HUD code manufactured home be used for dwelling purposes only, human occupancy only.

City of Texarkana, Texas

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.

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

The applicant should also be aware that if this zoning change is approved, all other applicable city code/ordinance requirements must be met including but not limited to building codes, setbacks, subdivision, fire, parking, drainage, water and sewer prior to the issuance of building permits.

Potential Options:

Approve, deny or table

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of this request with stipulations.

Advisory Board/Committee Review:

The Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

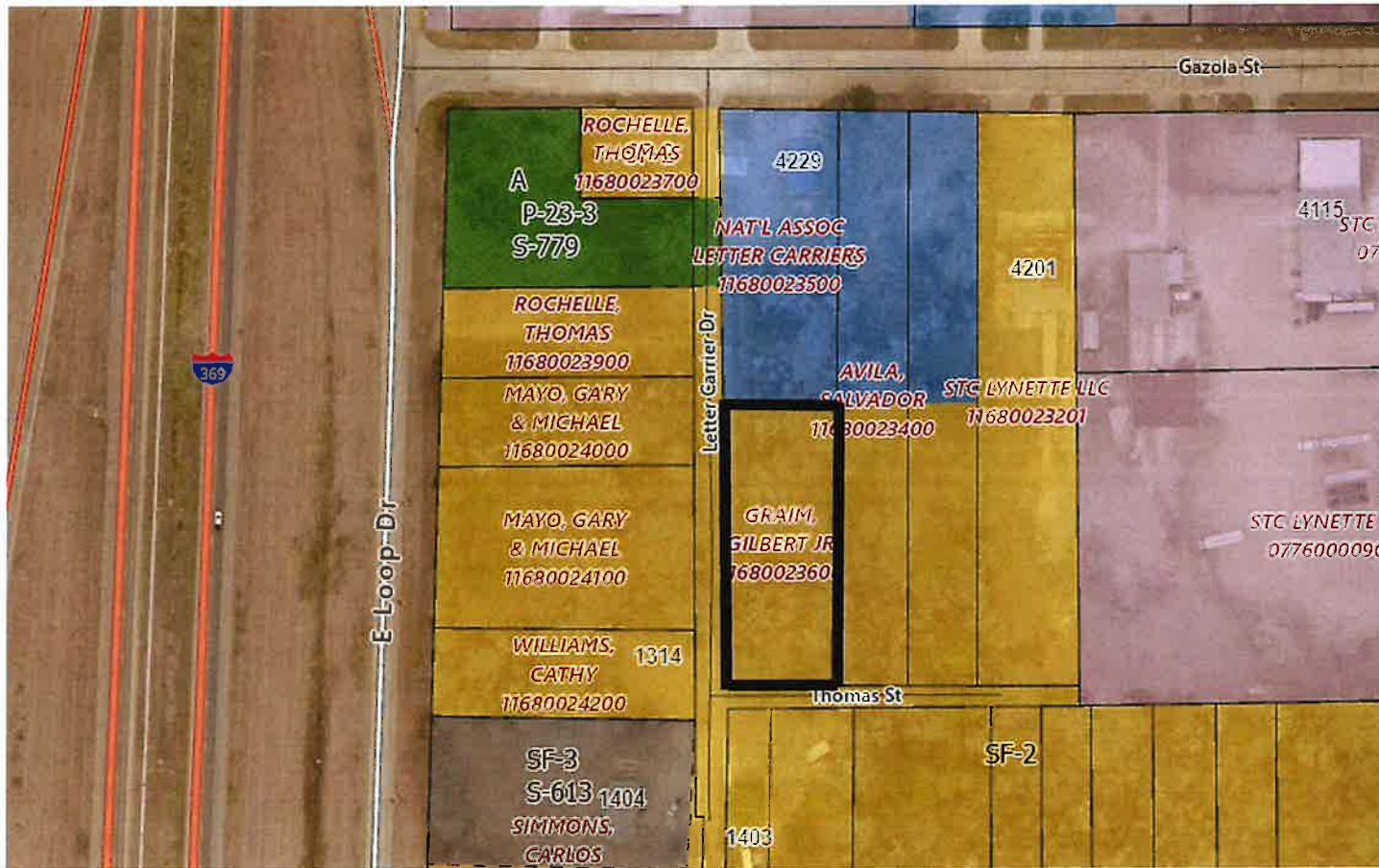
August 4, 2025

NOTICE OF PUBLIC HEARINGS

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PLANNING & ZONING COMMISSION: Hearing Date: MONDAY, AUGUST 4, 2025 Hearing Time: 6:00 pm
CITY COUNCIL: Hearing Date: MONDAY, SEPTEMBER 8, 2025 Hearing Time: 6:00 pm

- ♦ If they desire, persons concerned with the proposed change can present a letter 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. To be considered, the letter must be received and filed before or at the Planning and Zoning Commission Meeting. (The letter can be emailed to lpuckett@texarkanatexas.gov).



OWNER: Alvin Battles, owner

OWNER'S ADDRESS: 1404 Letter Carrier Drive, Texarkana, Texas 75501

LOCATION OF REZONING: 1300 block of Letter Carrier Drive, Texarkana, Texas 75501

PROPOSED CHANGE: to allow the location of a HUD code manufactured home

LEGAL DESCRIPTION: Lot 19, Block 6, H. S. Janes HRS, A-306

CASE NUMBER: S-811 DATE MAILED: July 17, 2025

Attachment: Hearing Notice and Application (4576 : S-811: SUP HUD code mnfctrd home 1300 block Letter Carrier Drive)



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. 25-002153

Case S-811

Date 7-15-25

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.

Lot: 19 Block: 6 Addition: HS James HRS A-304
(Or see attached legal description)

Location 1300 Block Letter Carrier

Present Zoning SF-2

Requested: Specific Use Permit

The requested Specific Use Permit will be used for the following:

HUD code manufactured home

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

Attorney or Agent Signature

Printed Name: _____

Address

City, State, Zip

Home Phone & Cell Phone

Email Address

Alvin Battles
Property Owner Signature

Printed Name: Alvin Battles
1404 Letter Carrier Drive

Address Texarkana Tx 75501

City, State, Zip

903-556-8636
Home Phone & Cell Phone

Albattlejr@gmail.com
Email Address

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

Attachment: Hearing Notice and Application (4576 : S-811 : SUP HUD code mnfctrd home 1300 block Letter Carrier Drive)

1300 Block of Letter Carrier Drive



Attachment: Maps (4576 : S-811: SUP HUD code mnfctrd home 1300 block Letter Carrier Drive)

City of Texarkana, Texas

Version: A

Update Date: 7/30/2025 4:10 PM

Summary Sheet

Lead Department: Planning & Zoning Commission **Action Officer:** Laura Puckett, Zoning Administrator

Subject: Consider the minutes from the July 7, 2025 Planning and Zoning Commission meeting.

Meeting Date: 8/4/2025

Attachments

- a. July 7, 2025 P&Z Minutes (PDF)

Staff Coordination

Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Laura Puckett	Meeting	Pending
	08/04/2025 6:00 PM		

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

See attached minutes.

Potential Options:

Approve or deny

Fiscal Implications:

NOT APPLICABLE

Staff Recommendation:

Staff recommend approval of the minutes.

Advisory Board/Committee Review:

The Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

August 4, 2025



**CITY OF TEXARKANA
PLANNING & ZONING COMMISSION
MINUTES • JULY 7, 2025**

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

**220 TEXAS BLVD.
TEXARKANA, TX 75501**

I. CALL TO ORDER

II. AGENDA ITEMS

- 1. **TABLED:** Consider approval of the St. John Addition being a replat of Lots 9-13, 15, and 16, Block 6, Buchanan Avenue Addition, located at 1224 Willis Street. St. John's Baptist Church, owner, and Jeffrey Wood, MTG, Engineers and Surveyors, agent.

This item will remained tabled until August 4, 2025 Planning and Zoning Commission meeting.

RESULT:	TABLED [UNANIMOUS]	Next: 8/4/2025 6:00 PM
MOVER:	Dianna Patterson Kinsey, Vice Chairperson	
SECONDER:	James Larkins, Commissioner	
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek	
ABSENT:	Northam, Boyette, Sarine, Crews	

- 2. Consider the final and preliminary plat for Dunbar Addition, Lots No. 1,2,3,&4, Block 2, Avondale Addition, and 6.227-acres in Hoskins & Smelser HRS, A-718, located at or near 2500 College Drive. Texarkana Independent School District, owner, and Jeffrey Wood, MTG Engineers & Surveyors, agent.

Kayla Wood appeared and explained that the multiple lots would be made into one lot.

APPROVED

Attachment: July 7, 2025 P&Z Minutes (4577 : Consider the minutes from the July 7, 2025 P&Z meeting)

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dianna Patterson Kinsey, Vice Chairperson
SECONDER: Lee Kernek, Commissioner
AYES: Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT: Northam, Boyette, Sarine, Crews

3. Consider approval of Parks Elementary Addition being a replat of Lots 1 and 2, Pine Street addition, located at 1915 Pine Street. Texarkana Independent School District, owner, and Jeffrey, MTG Engineers & Surveyors, agent.

Kayla Wood appeared and explained that the couple of lots would be made into one lot for Parks Elementary.

APPROVED

RESULT: ADOPTED [UNANIMOUS]
MOVER: Lee Kernek, Commissioner
SECONDER: Brad Bailey, Commissioner
AYES: Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT: Northam, Boyette, Sarine, Crews

4. Ordinance No. 2025-100 amending Chapters 28, 36, and 140 of the City's Code of Ordinances relating to the regulation of coin-operated machines, distance restrictions in all zoning districts for exhibition of coin-operated machines, and prohibition of gambling devices and certain amusement redemption machines.

Jeff Lewis appeared and explained that there would be a change to the Zoning Ordinances Chapter 140 regarding coin operated machines. Coin operated machines will have distance restrictions.

APPROVED

RESULT: ADOPTED [UNANIMOUS]
MOVER: Dianna Patterson Kinsey, Vice Chairperson
SECONDER: Lee Kernek, Commissioner
AYES: Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT: Northam, Boyette, Sarine, Crews

5. Z-25-11: rezoning on an approximate 3.498-acre tract of land (being Tract 201), George Brinlee HRS, A-18, located at 3133 Pleasant Grove Road from Single Family-1 to Planned Development-Office. David Potter, II, owner, and Kayla Wood with MTG Engineers & Surveyors, agent.

Kayla Wood and Kai Naimer appeared and advised that rezoning is required to build a clinic/surgery center at this location. They requested Planned Development-Office.

Attachment: July 7, 2025 P&Z Minutes (4577 : Consider the minutes from the July 7, 2025 P&Z meeting)

APPROVED

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dianna Patterson Kinsey, Vice Chairperson
SECONDER:	Brad Bailey, Commissioner
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT:	Northam, Boyette, Sarine, Crews

- 6. Amendment to PD-25-2(O) for site plan approval on an approximate 3.498-acre tract of land (being Tract 201), George Brinlee HRS, A-18, located at 3133 Pleasant Grove Road. David Potter, II, owner, and Kayla Wood, MTG Engineers & Surveyors, agent.

Kayla Wood and Kai Naimer appeared and explained that they would be building a 24,415 sq ft building, with the access driveway off Pleasant Grove Road and McKnight Road.

There will be 103 parking spaces including 6 handicapped spaces. Parking spaces shall be a minimum of 180 sq. ft. in size. A 6' by 8' monument style sign. AND a Screened dumpster site. This facility will be for day surgeries and doctor's offices. There will be no overnight stays.

APPROVED

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Brad Bailey, Commissioner
SECONDER:	Dianna Patterson Kinsey, Vice Chairperson
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT:	Northam, Boyette, Sarine, Crews

- 7. S-810: Specific Use to allow a HUD code manufactured home on Lots 1-2, Block 17, Grandview Addition, located at 3909 Alexander Avenue. Jonathan Hamilton, owner.

Jon Hamilton appeared and said that he would like to place a HUD code manufactured home on the property.

APPROVED with stipulations.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Larkins, Commissioner
SECONDER:	Dianna Patterson Kinsey, Vice Chairperson
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT:	Northam, Boyette, Sarine, Crews

- 8. Z-25-12: rezoning on N 1/2 of Lots 9-12 and Part of Alley, Block 55, Grandview Addition, located at 1616 Iowa Street from Single Family-3 to Two Family-2. Ceretha Brown, owner.

Attachment: July 7, 2025 P&Z Minutes (4577 : Consider the minutes from the July 7, 2025 P&Z meeting)

Ceretha Brown appeared and stated that she would like to remodel the old daycare into a duplex.

APPROVED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lee Kernek, Commissioner
SECONDER:	James Larkins, Commissioner
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT:	Northam, Boyette, Sarine, Crews

III. STAFF UPDATES

IV. CONSIDER APPROVAL OF MINUTES

1. Consider the Planning and Zoning Commission minutes from June 2, 2025.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dianna Patterson Kinsey, Vice Chairperson
SECONDER:	James Larkins, Commissioner
AYES:	Joyce III, Kinsey, Larkins, Bailey, Kernek
ABSENT:	Northam, Boyette, Sarine, Crews

V. ADJOURNMENT

VI. P&Z AGENDA ITEMS

Attachment: July 7, 2025 P&Z Minutes (4577 : Consider the minutes from the July 7, 2025 P&Z meeting)