



CITY OF TEXARKANA
PLANNING & ZONING COMMISSION
AGENDA • NOVEMBER 2, 2020

Council Chambers	Regular Meeting	6:00 PM
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220 TEXAS BLVD.
 TEXARKANA, TX 75501

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

I. CALL TO ORDER

II. AGENDA ITEMS

1. Z-20-22: A 127.238 acre-tract of land being Tracts 2B, 2B1, 2C, 2F, 2G, J. E. Janes HRS, A-307, located in the 2500 block of Buchanan Road. Single Family-2 to Industrial-2. Craig Kaufman, representing Greenfield Environmental Multistate Trust, LLC., owner.

 2. S-731: Specific Use Permit to allow permanent cosmetics and microblading on Lot 1, Parcel 1, Block 2, Galleria Oaks #1 Addition, located in a tenant space at 5510 Summerhill Road. Mark Van Herpen, representing Medwell Properties LLC, owner. Amanda Ross, agent.

 3. Z-20-23: A 3.75 acre-tract of land being Tract 173, George Brinlee HRS, A-18, located in the 5800 block of St. Michael Drive. General Retail to Commercial. NLR Warehouse, LP and Fred Kahler, Inc., owners. Richard Reynolds, agent.
-

4. Z-20-24: A 5 acre-tract of land being Tract 7D, M E P & P RWY Co HRS, A-433, located at 2800 West 15th Street. Multiple-Family 1 to General Retail. Xiaoqing Zhang, Texas Investments & Property, under contract to purchase. Brian Henry, agent.
5. Z-20-25: Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane. Single Family-2 to Single Family-3. Jeffrey and Peggy Robey, owners.
6. S-732: Specific Use Permit to allow the location of a double-wide HUD code manufactured home on Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane. Jeffrey and Peggy Robey, owners.

III. STAFF UPDATES

IV. CONSIDER APPROVAL OF MINUTES

1. Planning and Zoning Commission meeting minutes from October 5, 2020.

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:

Summary Sheet**Update Date:** 10/28/2020 4:22 PM

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator
Z-20-22: A 127.238 acre-tract of land being Tracts 2B, 2B1, 2C, 2F, 2G, J. E. Janes HRS, A-307, located in the 2500 block of Buchanan Road. Single Family-2 to Industrial-2. Craig Kaufman, representing Greenfield Environmental
Subject: Multistate Trust, LLC., owner.

Meeting Date: 11/2/2020

Attachments

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-130 EXH 'A' (legal description) (PDF)
- c. 2020-130 ATTH 01 (Maps) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Pending			
Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Debbie Burk	Meeting	Pending
11/02/2020 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Craig Kaufman, representing Greenfield Environmental Multistate Trust, LLC, owners, to rezone an approximate 127.238 acre-tract of land being Tracts 2B, 2B1, 2C, 2F, 2G, in the J. E. Janes HRS, A-307, located in the 2500 block of Buchanan Road from Single Family-2 to Industrial-2. This property is currently vacant land and is known as the Kerr-McGee site.

The adjacent zoning is Industrial-1 and Industrial-2 to the north, Single Family-2, Single Family-3, and Agriculture, to the west, and outside the city limits to the east and south. The adjacent land use to the east is vacant land. The adjacent land use to the west and north is primarily residential. The adjacent land use mostly vacant and outside the city limits.

The Future Land use map designated this property as "Industrial".

This property was annexed into the city limits several years ago and given the Single Family-2 zoning classification at the time of annexation. The property directly to the north which is also

City of Texarkana, Texas

a part of the Kerr-McGee site is currently zoned Industrial-2. There are no immediate plans for this site, however, it has development potential in the future once the site is cleaned up environmentally.

Staff recommends 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 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.

Potential Options:

None

Fiscal Implications:

Not applicable

Staff Recommendation:

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

November 2, 2020

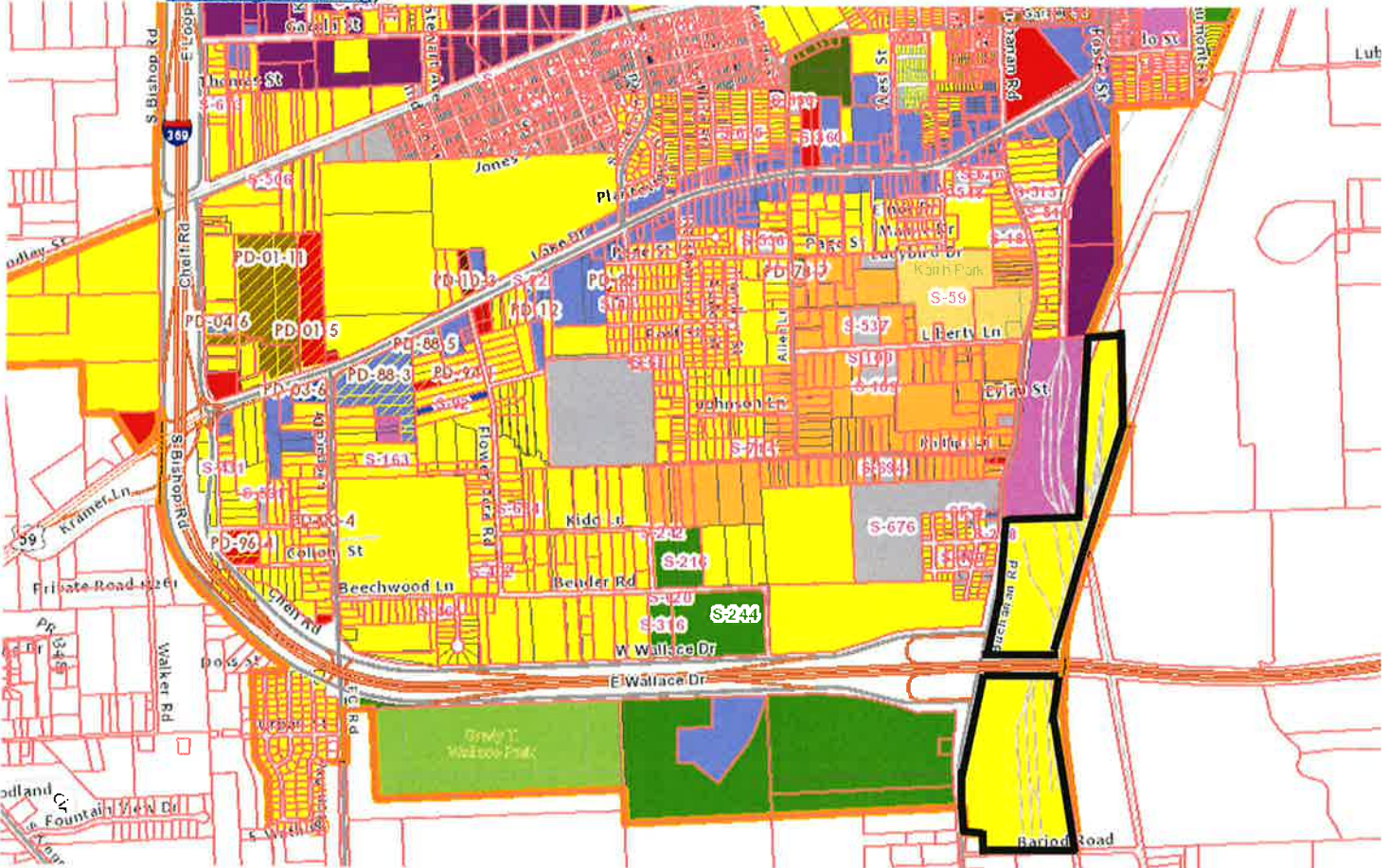
NOTICE OF PUBLIC HEARINGS

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: NOVEMBER 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL: Hearing Date: DECEMBER 14, 2020 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: Craig Kaufman, representing Greenfield Environmental Multistate Trust, LLC

OWNER'S ADDRESS: 1506 D Street SE, Washington, DC 20003

LOCATION OF REZONING: 2500 block of Buchanan Road, Texarkana, Texas

PROPOSED CHANGE: Future industrial use(s)

ZONING CHANGE FROM: Single Family-2 (SF-2) TO: Industrial-2 (I-2)

LEGAL DESCRIPTION: 127.238 acres of land being Tracts 2B, 2B1, 2C, 2F, 2G, J. E. Janes HRS. A-307

CASE NUMBER: Z-20-22 DATE MAILED: October 22, 2020

Attachment: Notice of Public Hearing and Application (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)



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. 8

Case Z-20-22

Date 9-29-20

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.

Lot: _____ Block: 28, 281, 20, 25, 28 Addition: J E Jones A-307
(Or see attached legal description)

Location: 2513 Buchanan Road, Texarkana, TX 75501

Present Zoning: SF-2

Proposed Zoning: I-2

If the Zoning Classification is changed by the Commission, this property will be used as:
An industrial site (specific future use yet to be determined).

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

After this parcel (#11740000302), which comprises a portion of the former Kerr-McGee/Tronox wood treating site, was annexed by the City it was temporarily classified as SF-2 per the City's zoning ordinance. The proposed zoning change would bring the entire site's zoning into alignment (as I-2) to facilitate future industrial use.

Attorney or Agent Signature

Address

City, State, Zip

Home Phone & Cell Phone

Email Address

Digitally signed by Craig Kaufman
Date: 2020.09.18 11:36:32 -04'00'

Property Owner Signature

By: Greenfield Environmental Multistate Trust, LLC, Trustee of the Multistate Environmental Response Trust
By: Greenfield Environmental Trust Group, Inc., Member

1506 D Street SE

Address

Washington, DC 20003

City, State, Zip

215-837-3702

Home Phone & Cell Phone

ck@g-etg.com

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 (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)

Z-20-22

Political Subdivision for Annexation
127.238 Acres
Bowie County, Texas

All that certain lot, tract or parcel of land lying and situated in the John E. Janes Headright Survey, Abstract 307, and the R. E. Sevey Headright Survey, Abstract 523, and being a portion of that certain tract of land described in the deed from Tronox Worldwide LLC. to Greenfield Environmental Multistate Trust, LLC., dated February 14, 2011, recorded in Volume 6000, Page 320 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 found for a corner, lying in the East right-of-way line of an asphalt road known as Buchanan Road (FM 2516), the Northwest corner of that certain tract of land conveyed to James H. Bayless by deed of record, recorded in Volume 505, Page 615 of the Deed Records of Bowie County, Texas, and an outside ell corner in the West line of the said Greenfield Environmental tract;

THENCE North 03 degrees 10 minutes 38 seconds West a distance of 141.48 feet along the East right-of-way line of the said Buchanan Road and West line of the said Greenfield Environmental tract to a point for a corner;

THENCE North 02 degrees 32 minutes 00 seconds East a distance of 201.00 feet along the East right-of-way line of the said Buchanan Road and the West line of the said Greenfield Environmental tract to a point for a corner;

THENCE South 86 degrees 50 minutes 10 seconds West a distance of 69.94 feet to a point for a corner, lying along the current City Limit Line of Texarkana, Bowie County, Texas (the "City Limit Line") and the centerline of the said Buchanan Road;

THENCE North 03 degrees 10 minutes 38 seconds West a distance of 216.76 feet along the City Limit Line and the centerline of the said Buchanan Road to a point for a corner;

THENCE North 00 degrees 59 minutes 51 seconds West a distance of 169.00 feet along the City Limit Line to the beginning of a circular curve to the right, tangent to said line;

THENCE in a Northeasterly direction along the City Limit Line, the arc of the said circular curve a distance of 795.53 feet, with a delta angle of 11 degrees 40 minutes 18 seconds, a radius of 3905.22 feet, a chord bearing of North 09 degrees 19 minutes 19 seconds East, and a chord distance of 794.15 feet to a point for a corner, at the end of the said circular curve;

THENCE North 12 degrees 37 minutes 25 seconds East a distance of 1590.21 feet along the City Limit Line to a point for a corner, at the beginning of a circular curve to the left, tangent to said line;

Attachment: 2020-130 EXH 'A' (legal description) (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)

THENCE in a Northeasterly direction along the City Limit Line, the arc of the said circular curve a distance of 367.99 feet, with a delta angle of 12 degrees 55 minutes 19 seconds, a radius of 1631.68 feet, a chord bearing of North 06 degrees 11 minutes 43 seconds East, and a chord distance of 367.21 feet to a point for a corner;

THENCE North 00 degrees 12 minutes 38 seconds West a distance of 345.19 feet along the City Limit Line to a point for a corner;

THENCE North 87 degrees 33 minutes 46 seconds East a distance of 1003.95 feet along the City Limit Line, leaving said centerline and along a new line across the said Greenfield Environmental tract to a point for a corner;

THENCE North 02 degrees 16 minutes 10 seconds West a distance of 2229.96 feet along the City Limit Line to a point for a corner;

THENCE North 88 degrees 14 minutes 42 seconds East a distance of 268.28 feet along the City Limit Line to a point for a corner;

THENCE North 89 degrees 25 minutes 24 seconds East a distance of 226.62 feet to a point for a corner;

THENCE South 05 degrees 11 minutes 32 seconds West a distance of 1072.70 feet to a point for a corner;

THENCE South 82 degrees 07 minutes 46 seconds East a distance of 265.45 feet across the said Greenfield Environmental tract, across a Union Pacific Railroad right-of-way to a point for a corner, lying in the East right-of-way of the said railroad;

THENCE South 17 degrees 44 minutes 35 seconds West a distance of 1969.55 feet along the East right-of-way of the said railroad to a point for a corner, at the beginning of a circular curve to the left, tangent to said line;

THENCE in a Southerly direction along the arc of the said circular curve a distance of 1080.15 feet, with a delta angle of 14 degrees 44 minutes 07 seconds, a radius of 4200.00 feet, a chord bearing of South 10 degrees 22 minutes 31 seconds West, and a chord distance of 1077.18 feet to a point for a corner, an outside ell corner in the East line of the said railroad right-of-way;

THENCE North 87 degrees 07 minutes 21 seconds West a distance of 25.00 feet to a point for a corner, an inside ell corner in the East line of the said railroad right-of-way at the beginning of a circular curve to the left, tangent to said line;

THENCE in a Southerly direction along the arc of the said circular curve a distance of 785.52 feet, with a delta angle of 10 degrees 39 minutes 09 seconds, a radius of 4225.00 feet, a chord bearing of South 02 degrees 19 minutes 10 seconds East, and a chord distance of 784.39 feet to a point for a corner;

Z-20-22

THENCE South 07 degrees 38 minutes 44 seconds East a distance of 1389.79 feet along the East right-of-way of the said railroad to a 1/2 inch steel rod found for a corner, capped Texas JHG 1715 lying at the intersection of the East right-of-way of the said railroad, the South line of the said Greenfield Environmental tract and the North right-of-way of an asphalt street known as Bariod Road;

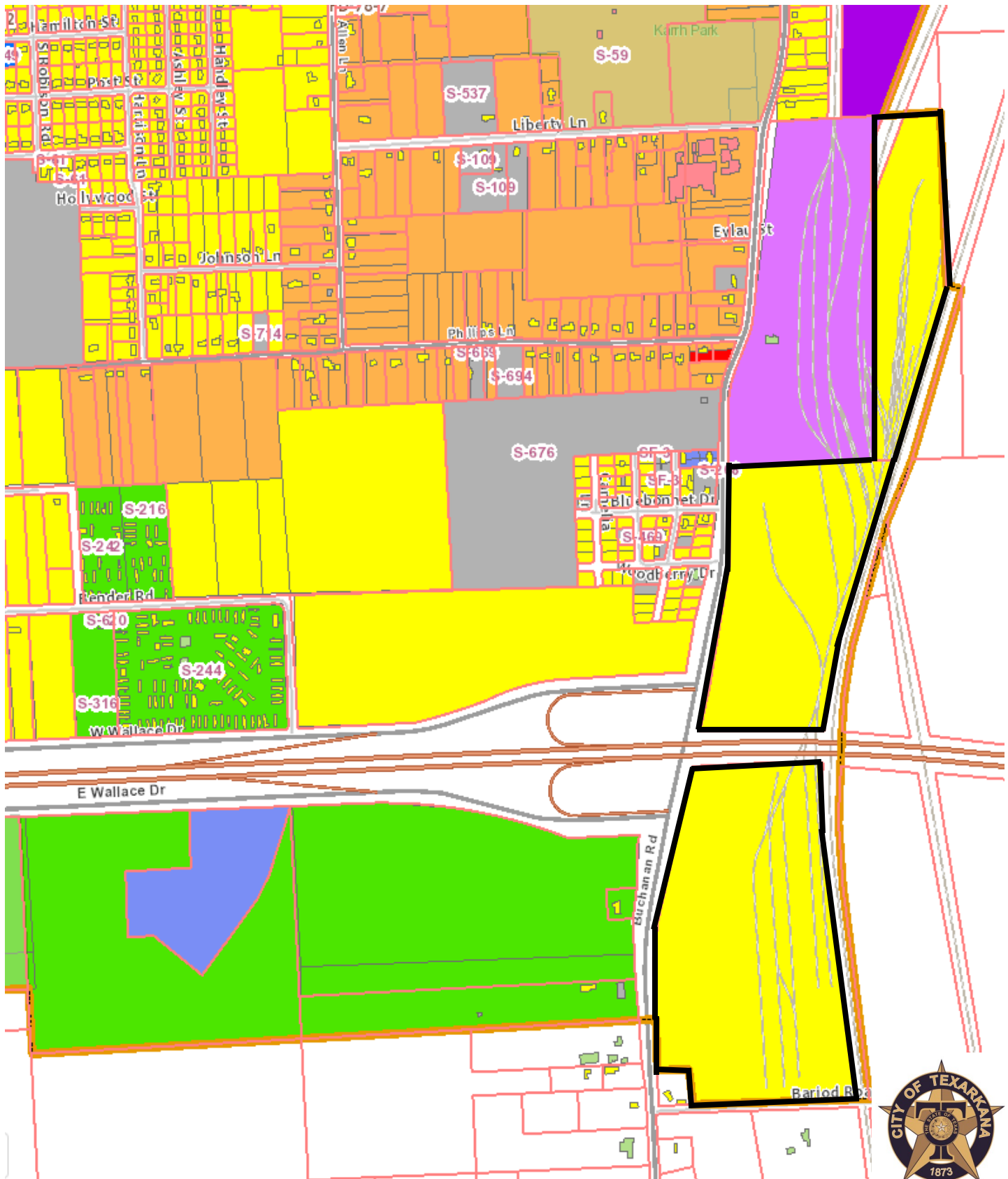
THENCE South 88 degrees 01 minutes 34 seconds West a distance of 1213.28 feet along the South line of the said Greenfield Environmental tract and the North right-of-way line of the said Bariod Road to a point for a corner, the Southwest corner of the said Greenfield Environmental tract and the Southeast corner of the said Bayless tract;

THENCE North 01 degrees 17 minutes 16 seconds West a distance of 197.71 feet along the West line of the said Greenfield Environmental tract and the East line of the said Bayless tract to a point for a corner, an inside ell corner in the West line of the said Greenfield Environmental tract and the Northeast corner of the said Bayless tract;

THENCE South 87 degrees 59 minutes 25 seconds West a distance of 186.75 feet along the West line of the said Greenfield Environmental tract and the North line of the said Bayless tract to the point of beginning and containing 127.238 acres of land, more or less.

Attachment: 2020-130 EXH 'A' (legal description) (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)

2500 Block Buchanan Road



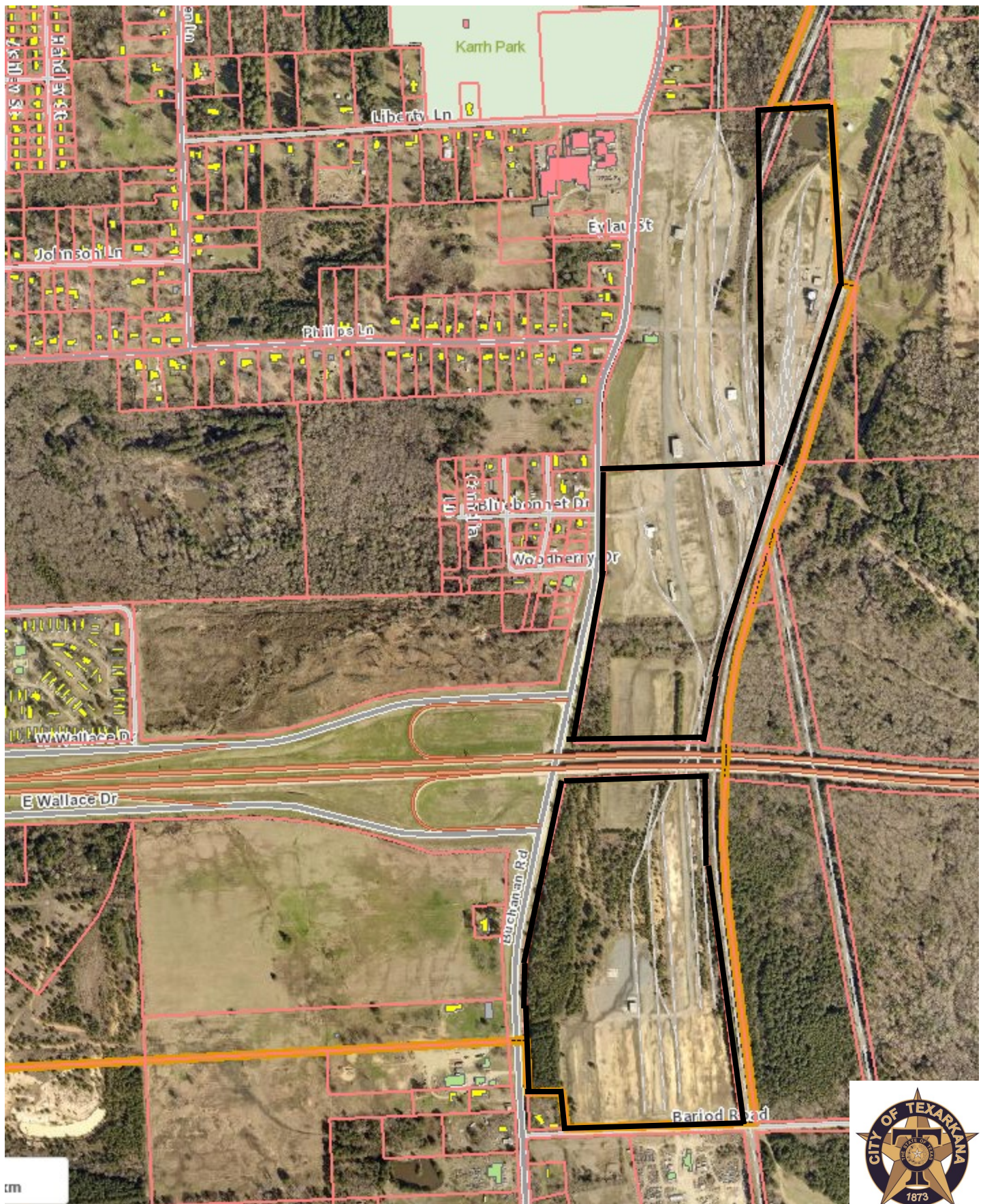
Attachment: 2020-130 ATTH 01 (Maps) (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)



2500 Block Buchanan Road

2020-130 ATTH 01

Z-20-22



Attachment: 2020-130 ATTH 01 (Maps) (2400 : Z-20-22 rezoning in the 2500 block of Buchanan Rd)



City of Texarkana, Texas

Version:

Update Date: 10/28/2020 4:21 PM

Summary Sheet

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator
Subject: S-731: Specific Use Permit to allow permanent cosmetics and microblading on Lot 1, Parcel 1, Block 2, Galleria Oaks #1 Addition, located in a tenant space at 5510 Summerhill Road. Mark Van Herpen, representing Medwell Properties LLC, owner. Amanda Ross, agent.

Meeting Date: 11/2/2020**Attachments**

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-131 ATTH 01 (maps) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Pending			
Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Debbie Burk	Meeting	Pending
11/02/2020 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Medwell Properties LLC, owner, and Amanda Ross, agent, for a Specific Use Permit, SUP, to allow the location of a permanent cosmetics/microblading business in a tenant space at 5510 Summerhill Road.

The adjacent zoning is Neighborhood Service and Commercial to the north and Commercial to the east and General Retail to the west and south. The adjacent land usage is vacant land to the north and west and tenants spaces in a strip center to the south and east.

The Comprehensive Plan has designated this as a Mixed-Use Development.

This property is zoned General Retail. A Specific Use Permit is required to allow the one additional use of a permanent cosmetics/microblading business which is also considered a "tattoo" per the City's Zoning Ordinance. The State of Texas will regulate this business as to licensing and other health related issues. Several medical facilities and hair salons are now offering this type service for clients.

City of Texarkana, Texas

If this request is approved, staff would suggest the following stipulations be placed in the Ordinance:

1. That the owner/or any employee performing the application of permanent cosmetics/microblading (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 the Specific Use Permit be intended for the application of permanent cosmetics/microblading only.
3. That if this use ever ceases to exist at this location, the City may automatically revoke the Specific Use Permit.

This request meets all city requirements to allow this one additional use on this property. There should be adequate parking for this business.

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

Potential Options:

None

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

November 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: NOVEMBER 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL: Hearing Date: DECEMBER 14, 2020 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: Medwell Properties LLC, owner Amanda Ross, agent

OWNER'S ADDRESS: 3300 Waco Street, Texarkana, Texas 75501

LOCATION OF REZONING: 5510 Summerhill Road (tenant space), Texarkana, Texas

PROPOSED CHANGE: Specific Use Permit to allow the application of permanent cosmetics/microblading at this location

LEGAL DESCRIPTION: Lot 1, Parcel 1, Block 2, Galleria Oaks #1 Addition

CASE NUMBER: S-731 DATE MAILED: October 22, 2020

Attachment: Notice of Public Hearing and Application (2401 : S-731: SUP at 5510 Summerhill Road)

Sep 11 20, 09:33a Eternal Beauty

9032557797

p.1

2.2.a

002/006



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. 66186088Case S-731Date 9-19-2020To: 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: 1 Block: 2 Addition: Gallania oaks #1
(Or see attached legal description)Location: 5510 Summerhill Rd Texarkana TX 75503Present Zoning: General RetailRequested: Specific Use Permit

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

microblading

Describe the changed conditions, if any, that have occurred which affects your property and justifies this Specific Use Permit:

None

Attorney or Agent Signature

9005 River Ridge Dr
AddressTexarkana TX 75503
City, State, Zip903-276-9537
Home Phone & Cell Phoneejacobsenmd@gmail.com
Email address

Property Owner Signature

11 Tringate Dr
AddressTexarkana, TX 75503
City, State, Zip903-701-4058
Home Phone & Cell PhoneARossfnp@yahoo.com
Email address

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

Amanda Ross

Attachment: Notice of Public Hearing and Application (2401 : S-731: SUP at 5510 Summerhill Road)



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. 00186088

Case S-731

Date 10-

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: 1 Block: 2 Addition: Galleria Oaks #1
(Or see attached legal description)

Location: 5510 Summerhill Rd. Texarkana Tx 75503

Present Zoning: GP

Requested: Specific Use Permit

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

micron blading

Describe the changed conditions, if any, that have occurred which affects your property and justifies this Specific Use Permit:

Attorney or Agent Signature

Address

City, State, Zip

Home Phone & Cell Phone

Email address

M. VanHerpen
Property Owner Signature

3300 WALCO ST
Address

TEXARKANA TX 75501
City, State, Zip

903-838-6532
Home Phone & Cell Phone

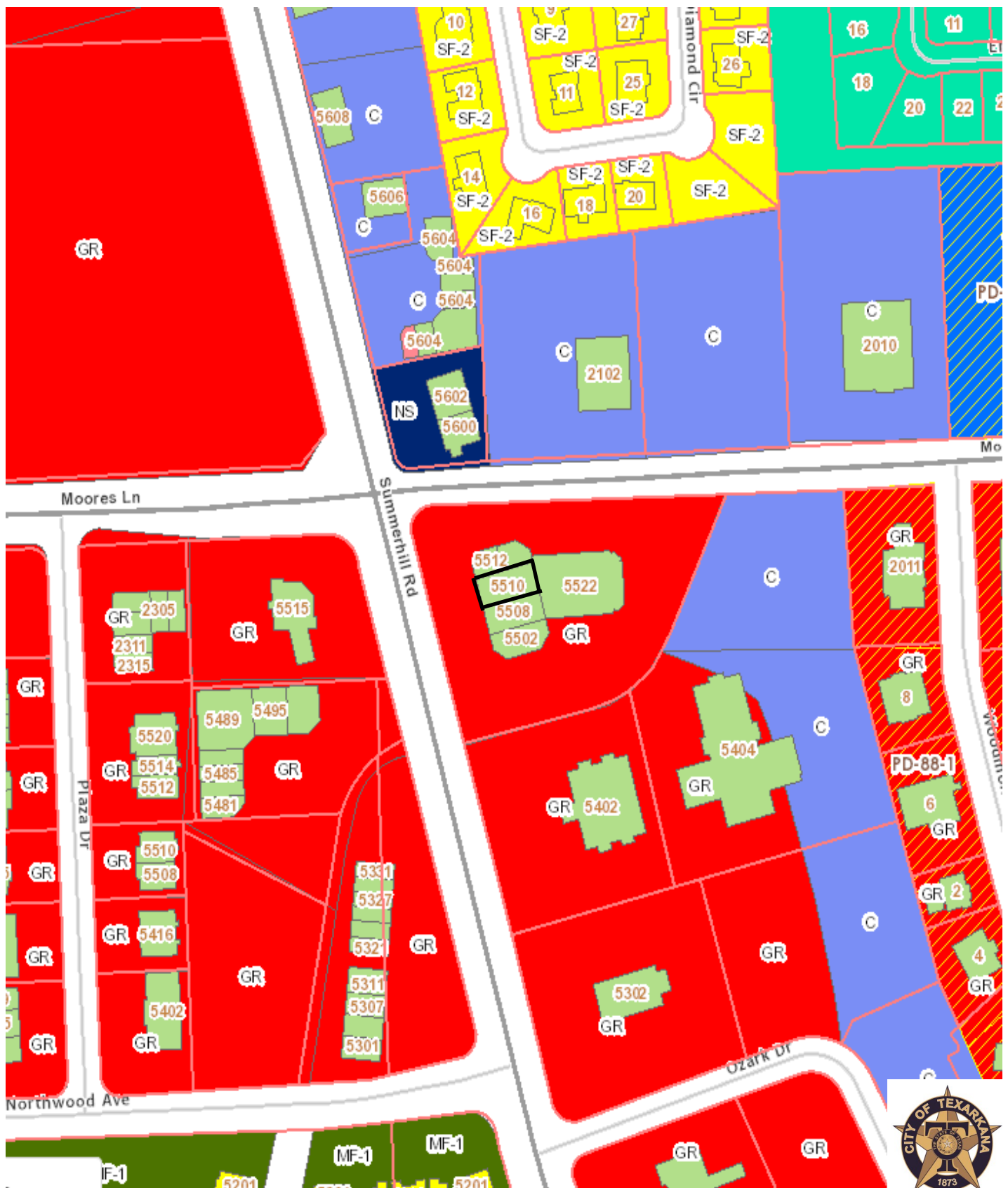
m.vanherpen@ledwell.com
Email address

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

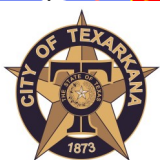
Attachment: Notice of Public Hearing and Application (2401 : S-731: SUP at 5510 Summerhill Road)

5510 Richmond

S-731



Attachment: 2020-131 ATTH 01 (maps) (2401 : S-731: SUP at 5510 Summerhill Road)



5510 Richmond

S-731



Attachment: 2020-131 A TTH 01 (maps) (2401 : S-731: SUP at 5510 Summerhill Road)



City of Texarkana, Texas

Version:

Update Date: 10/28/2020 3:29 PM

Summary Sheet

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator
Subject: Z-20-23: A 3.75 acre-tract of land being Tract 173, George Brinlee HRS, A-18, located in the 5800 block of St. Michael Drive. General Retail to Commercial. NLR Warehouse, LP and Fred Kahler, Inc., owners. Richard Reynolds, agent.
Meeting Date: 11/2/2020

Attachments

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-132 EXH 'A' (legal description) (PDF)
- c. 2020-132 ATTH 01 (maps) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Pending		
Building Code Administration	Mashell Daniel	Reviewer Pending
Planning & Zoning Commission	Debbie Burk	Meeting Pending
11/02/2020 6:00 PM		

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by NLR Warehouse, LP and Fred Kahler, Inc., owners, and Richard Reynolds, agent to rezone an approximate 3.75 acre-tract of land being Tract 173 in the George Brinlee Survey HRS, A-18, located in the 5800 block of St. Michael Drive from General Retail to Commercial. This property is currently vacant land. A 10,000 sq. ft. building is proposed for this site.

The adjacent zoning is General Retail to the north, east, and west and I-30 to the south. The adjacent land use is vacant land.

The Future Land use map designated this property as "Regional Commercial".

The buyer is proposing to construct a 10,000 sq. ft. speculative building at this location for sale or lease.

City of Texarkana, Texas

Since this property is located along the interstate corridor and is designated as "Regional Commercial" by the Future Land Use Map, staff recommends 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 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.

Potential Options:

None

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

November 2, 2020

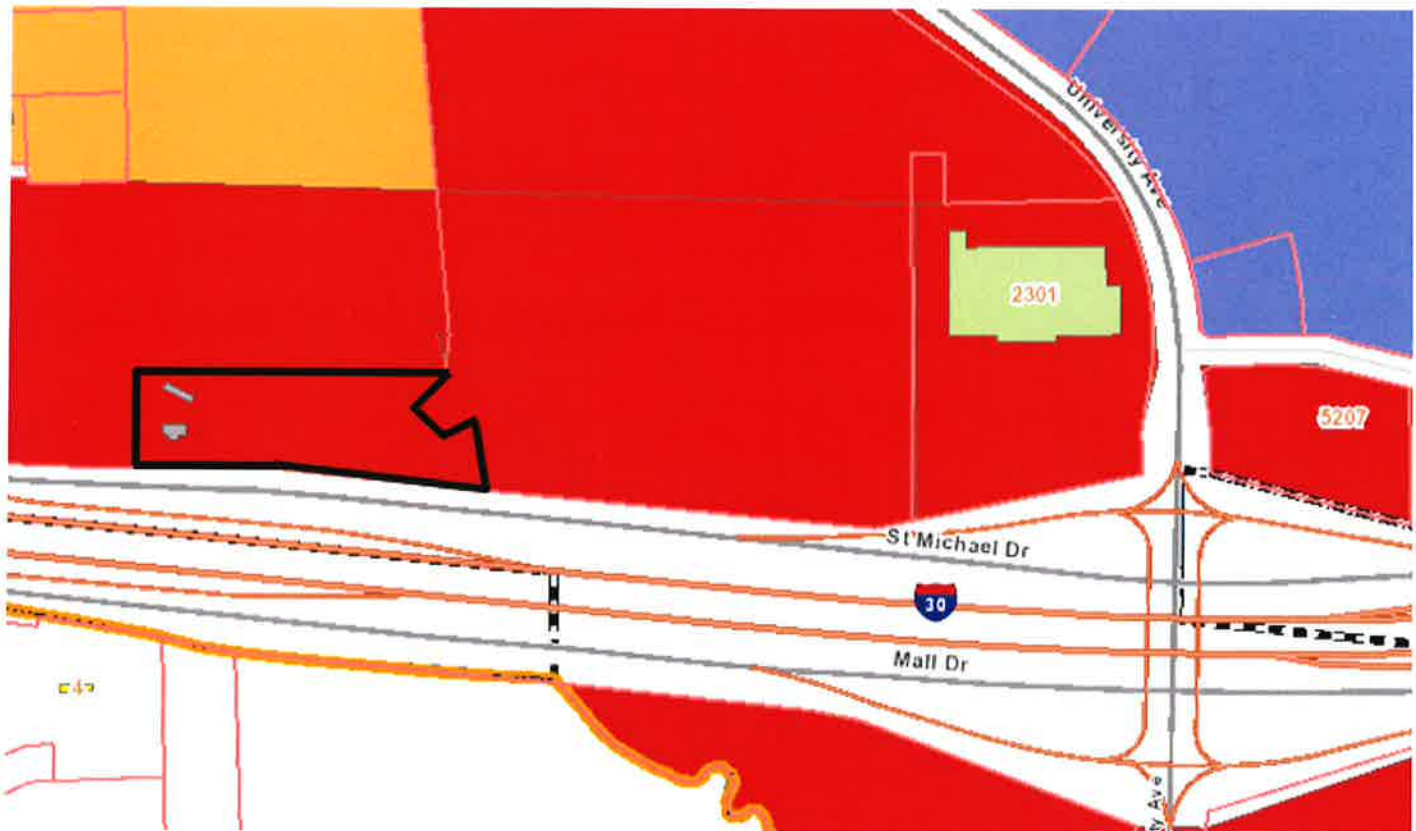
NOTICE OF PUBLIC HEARINGS

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: NOVEMBER 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL: Hearing Date: DECEMBER 14, 2020 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: NLR Warehouse, LP & Fred Kahler, Inc., owners (Richard Reynolds, agent)

OWNER'S ADDRESS: P.O. Box 4878, Odessa, Texas 79780

LOCATION OF REZONING: 5800 Block of St. Michael Drive, Texarkana, Texas

PROPOSED CHANGE: To allow the location of a 10 to 20,000 sq. ft. commercial building

ZONING CHANGE FROM: General Retail (GR) TO: Commercial (C)

LEGAL DESCRIPTION: 3.75 acres of land being Tract 173, George Brinlee Survey HRS, A-18

CASE NUMBER: Z-20-23 DATE MAILED: October 22, 2020

Attachment: Notice of Public Hearing and Application (2402 : Z-20-23: rezoning in the 5800 block of St. Michael Drive)



ZONING APPLICATION

CITY OF TEXARKANA TEXAS

Po Box 1967
220 Texas Blvd
Texarkana TX 75504
(903) 798-3945

www.ci.texarkana.tx.us.orgReceipt No. 06183536Case Z-20-23Date 9-16-26

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: 3.75 ACRES Block: TRACT 173 Addition: GEORGE BRINLEE SURVEY, A-18, BOWIE CO., TX
(Or see attached legal description)

Location: VACANT LAND WEST OF GANDER MOUNTAIN ON THE WEST SIDE OF WAGGONER CREEK, FRONTING ON ST. MICHEAL DR

Present Zoning: General Retail

Proposed Zoning: COMMERCIAL

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

10-20,000 SF PROPOSED COMMERCIAL BUILDING. MASONRY. FFIE. METAL EXTERIOR

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

DEVELOPMENT OF PROPERTY CONSISTENT WITH THE WEST I-30 CORRIDOR


Attorney or Agent Signature RICHARD REYNOLDS

5502 COWHORN CREEK RD., STE. C

Address

TEXARKANA, TX 75503

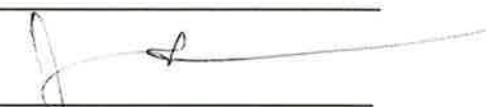
City, State, Zip

903-832-3700

Home Phone & Cell Phone

RICHARDHREYNOLDSJR@GMAIL.COM

Email Address


Property Owner Signature NLR WAREHOUSE, LP & FRED KAHLER, II

PO BOX 4878

Address

ODESSA, TX 79780

City, State, Zip

432-528-5249

Home Phone & Cell Phone

LACCPA@HOTMAIL.COM

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 (2402 : Z:20-23: rezoning in the 5800 block of St. Michael Drive)

17 PROPERTY DESCRIPTION

Property Description
3.583 Acres
Bowie County, Texas

All that certain lot, tract or parcel of land lying and situated in the George Brinlee Headright Survey, Abstract 18, Bowie County, Texas, being all of that certain tract of land described as 3.75 acres in the deed from Henry L. Ballard, Independent Executor of the Estate of Judy L. Ballard to NRL Warehouse Limited Partnership, dated December 21, 2012, recorded in Volume 6370, Page 92 of the Real Property Records of Bowie County, Texas, same being that certain tract of land described as 3.75 acres in the deed from W. H. Borcharding, et ux to Jerry H. Borcharding, dated October 31, 1972, recorded in Volume 597, Page 17 of the Deed Records of Bowie County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at a 1/2 inch steel rod found for a corner, lying in the North right-of-way line of Interstate 30 (St Michael Drive), the Southwest corner of the said 3.75 acre tract and the Southeast corner of that certain tract of land described as 55.731 acres in the deed from Larkotes Company to Fred R. Norton, dated January 6, 1995, recorded in Volume 2259, Page 220 of the Real Property Records of Bowie County, Texas, same being that certain tract of land described as 55.731 acres in the deed from Fred Ochsenbein, et ux to John M. Norton, et al, dated May 27, 1970, recorded in Volume 518, Page 319 of the Deed Records of Bowie County, Texas;

THENCE North 02 degrees 24 minutes 04 seconds West a distance of 203.00 feet along the West line of the said 3.75 acre tract and the East line of the said 55.731 acre tract to a 1/2 inch steel rod found for a corner (control monument), capped TXMG5760, the Northwest corner of the said 3.75 acre tract, and an inside ell corner of the said 55.731 acre tract;

THENCE North 87 degrees 35 minutes 56 seconds East (basis of bearings) at a distance of 594.07 feet passing a 1/2 inch steel rod found for a reference (control monument), capped TCMG5760, continuing in all a distance of 644.07 feet to a point in the center of Waggoner Creek, the Northeast corner of the said 3.75 acre tract, an outside ell corner of the said 55.731 acre tract, and lying in the West line of that certain tract of land described as Lot No. 2, Block No. 3 of Waggoner Creek Crossing One, according to the plat recorded in 4612, Page 70 of the Real Property Records of Bowie County, Texas;

THENCE along the center of the said Waggoner Creek the following bearings and distance;

South 04 degrees 55 minutes 24 seconds East a distance of 32.06 feet to a point for a corner;

South 42 degrees 44 minutes 14 seconds West a distance of 88.07 feet to a point for a corner;

South 59 degrees 21 minutes 11 seconds East a distance of 91.33 feet to a point for a corner;

North 68 degrees 25 minutes 19 seconds East a distance of 45.45 feet to a point for a corner;

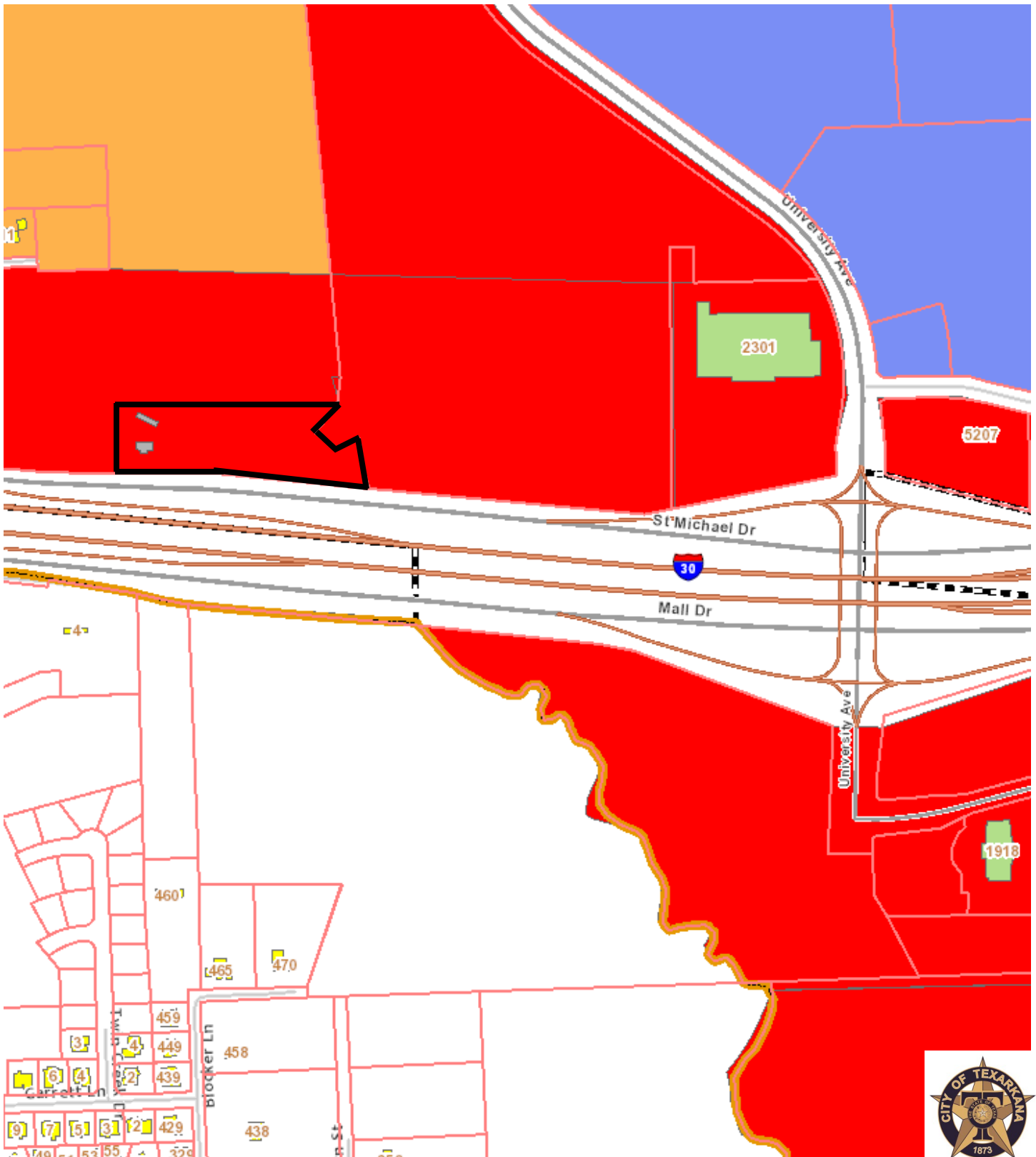
South 20 degrees 38 minutes 50 seconds East a distance of 17.46 feet to a point for a corner;

South 16 degrees 01 minutes 15 seconds East a distance of 142.52 feet to a point for a corner, lying in the North right-of-way line of the said St Michael Drive, the Southeast corner of the said 3.75 acre tract and the Southwest corner of the said Lot No. 2;

THENCE North 84 degrees 35 minutes 26 seconds West at a distance of 65.00 feet passing a 1/2 inch steel rod set for a reference, capped MTG 101011-00, continuing in all a distance of 541.90 feet along the North right-of-way line of the said St Michael Drive and the South line of the said 3.75 acre tract to a 1/2 inch steel rod set for a corner, capped MTG 101011-00, for a corner at an angle point;

THENCE South 89 degrees 41 minutes 34 seconds West a distance of 204.84 feet along the North right-of-way line of the said St Michael Drive and the South line of the said 3.75 acre tract to the point of beginning and containing 3.583 acres of land, at the time of this survey.

5800 Block St. Michael Dr



Attachment: 2020-132 ATTH 01 (maps) (2402 : Z-20-23: rezoning in the 5800 block of St. Michael Drive)



5800 Block St. Michael Dr



Attachment: 2020-132 ATTH 01 (maps) (2402 : Z-20-23: rezoning in the 5800 block of St. Michael Drive)



City of Texarkana, Texas

Version:

Update Date: 10/28/2020 4:20 PM

Summary Sheet

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator
Z-20-24: A 5 acre-tract of land being Tract 7D, M E P & P RWY Co HRS, A-433, located at 2800 West 15th Street. Multiple-Family 1 to General Retail. Xiaoping Zhang, Texas Investments & Property, under contract to purchase.
Subject: Brian Henry, agent.
Meeting Date: 11/2/2020

Attachments

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-133 EXH 'A' (legal description) (PDF)
- c. 2020-133 ATTH 01 (maps) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Pending		
Building Code Administration	Mashell Daniel	Reviewer Pending
Planning & Zoning Commission	Debbie Burk	Meeting Pending
11/02/2020 6:00 PM		

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Xiaoping Zhang, Texas Investments & Property, under contract to purchase, and Brian Henry, agent to rezone an approximate 5 acre-tract of land being Tract 7D, M E P & P RWY Co. HRS, A-433, located at 2800 W. 15th Street from Multi-Family 1 to General Retail Planned Development. This property was originally a governmental armory and has been vacant for many years. This property is located in a flood plain. The proposed use is mixed uses (flea market, retail of new and used goods) and warehouse storage in the building at the rear.

The adjacent zoning is Single Family-2 to the north, and Multi Family-1 to the east, south, and west. The adjacent land use is a residence to the north, residences and multi-family use to the west, and vacant wooded area to the south and east.

The Future Land use map designated this property as "High Density Residential".

If this request is approved, staff would suggest the following stipulations be placed in the Ordinance:

City of Texarkana, Texas

1. Monument style sign (6' x 8') be allowed. (No CEVMS)
2. Hours of operation be specified.
3. Any outdoor lighting be shielded and directed away from residential uses in the area.

If the request is approved, staff would also recommend prohibiting the following uses that could negatively affect the adjacent residential neighborhood:

1. Automobile sales
2. Auto mechanic work
3. Car wash
4. Wrecking yard

This property has been vacant for many years. West 15th Street is a heavily used thoroughfare similar to Milam Street in the Rosehill area. Staff recommends for approval of this request with stipulations and prohibited uses.

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, flood plain, drainage, water and sewer prior to the issuance of building permits.

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

Potential Options:

None

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends for approval of this request with stipulations and prohibited uses.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

November 2, 2020



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. 00186471

Case Z-20-24

Date 10-14-2020

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: ----- Block: 7D Addition: MEP & P RWY CO A-433
(Or see attached legal description) Tax Acct # 15620001501

Location: 2800 W 15th, Texarkana TX 75501

Present Zoning: MF-1

Proposed Zoning: GR-PD

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

1) Warehouse for business storage. 2) Flea market, retail & wholesale
for new & used goods.

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

Nature of the buildings, makes their use for residential dwellings
problematic, at best. Cost to modify the building for residential doesn't
justify the expense.

Brian Henry
Attorney or Agent Signature

5120 Summerhill Road
Address

Texarkana, TX 75503
City, State, Zip

903-824-0268
Home Phone & Cell Phone

texarkagent@gmail.com
Email Address

[Signature]
Property Owner Signature

7407 Palisades Drive
Address

Texarkana TX 75503
City, State, Zip

626-548-9846
Home Phone & Cell Phone

edenbubbletea@gmail.com
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 (2403 : Z-20-24: rezoning at 2800 W. 15th St.)

EXHIBIT A**Legal Description****Tract No. A-100:**

A tract or parcel of land in the city of Texarkana, Bowie County, Texas, being a part of Lot "H" of Block 7 of the subdivision of a part of the M.E.P. and P.Ry. Survey, Abstract No. 433, and being more particularly described as:

Beginning at a point on the centerline of West 15th Street, said point being 104.00 feet East of the intersection of the centerline of West 15th and Victory Drive, said point being the Point of Beginning; thence continuing East along the centerline of West 15th Street 362.60 feet; thence S. 17° 27' W. 305.5 feet; thence South 438.64 feet, more or less, to a point on the centerline of West 13th Street extended; thence West along the extended centerline of West 13th Street, 280.0 feet, more or less, to a point, said point being the Southeast corner of a tract owned by the Texarkana Housing Authority; thence North 730.0 feet, more or less to the Point of Beginning. The area is designated as Tract No. A-100 – USAR Training Center Site, Texarkana, Texas, and contains 5.00 acres, more or less.

Tract No. A-101:

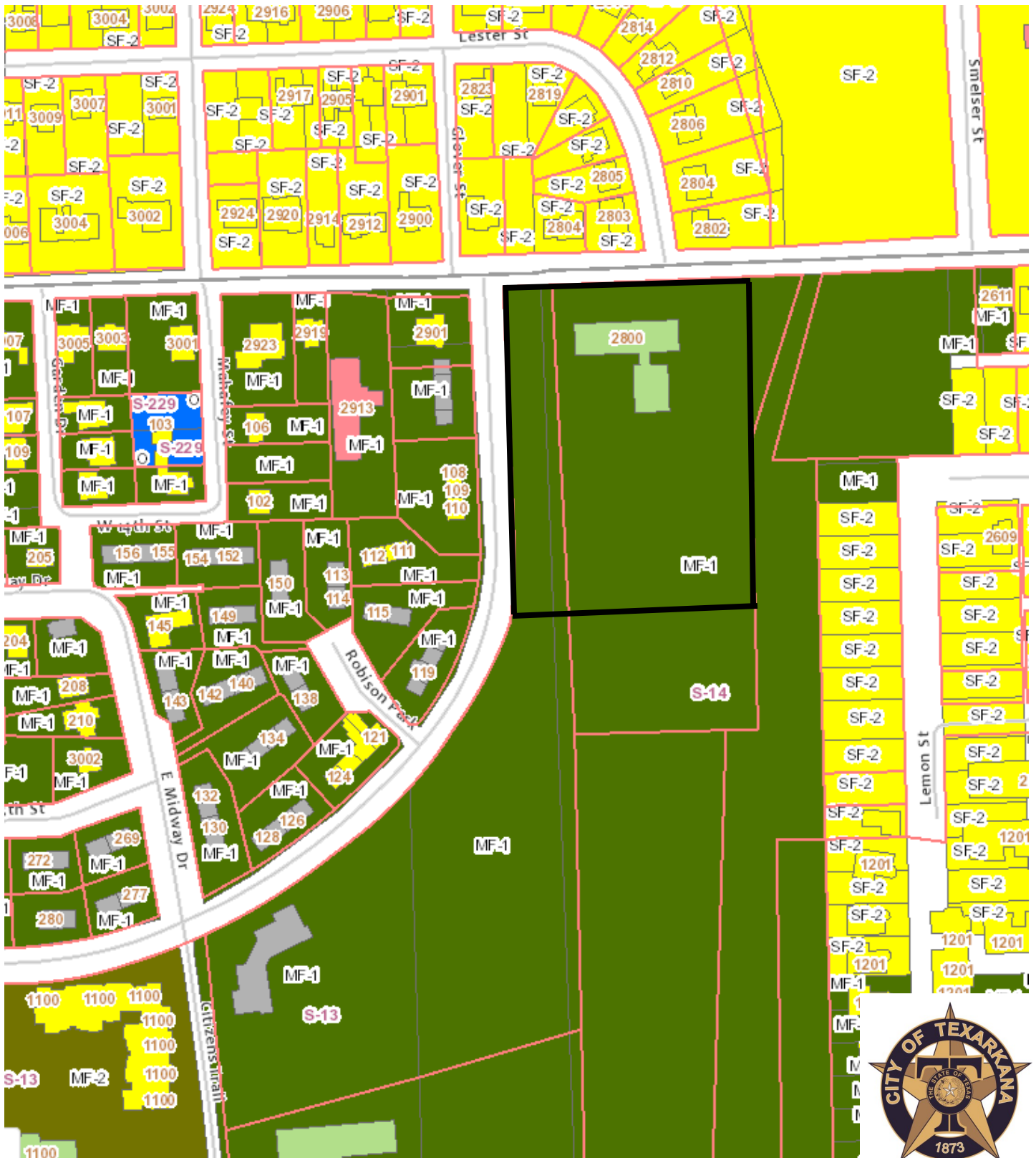
A tract or parcel of land in the city of Texarkana, Bowie County, Texas, being a part of Lot "H" of Block 7 of the subdivision of a part of the M.E.P. and P.Ry. Survey, Abstract No. 433, and being more particularly described as:

Beginning at the intersection of the centerlines of West 15th and Victory Drive; thence East 104.0 feet along the centerline of said West 15th Street; thence South 730.00 feet, more or less, to a point on the centerline of West 13th Street extended; thence 195.0 feet, more or less to a point on the centerline of said Victory Drive; thence in a northeasterly and northerly direction along centerline of Victory Drive to the Point of Beginning. The area is designated Tract No. A-101, USAR Training Center Site, Texarkana, Texas, and contains 2.00 acres, more or less.

Filed For Record In:
Bowie County, Texas
This Record
County Clerk
On Nov 10, 2018 at 02:15:49

Attachment: 2020-133 EXH 'A' (legal description) (2403 : Z-20-24: rezoning at 2800 W. 15th St.)

2800 W 15th Street

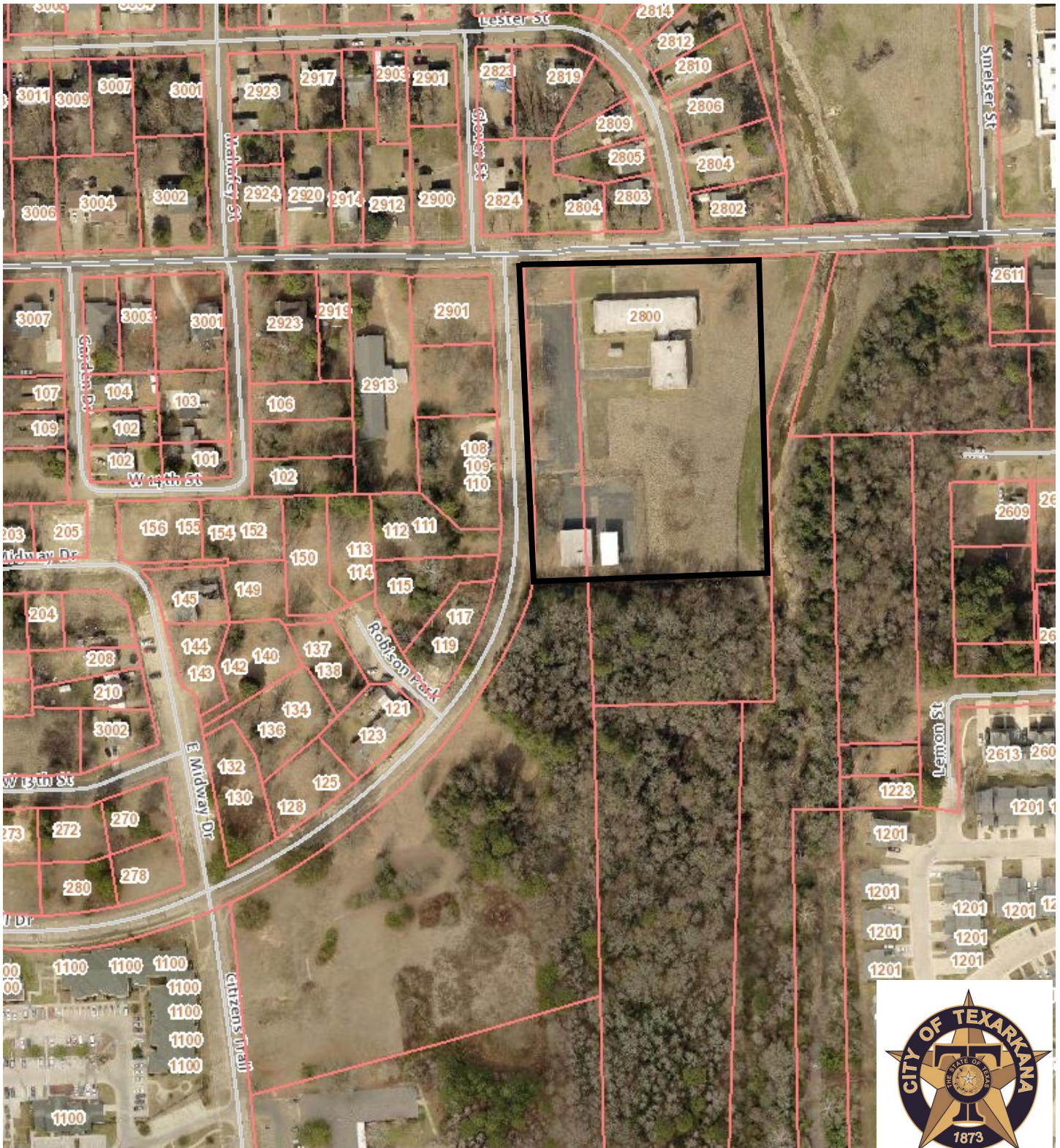


Attachment: 2020-133 ATTH 01 (maps) (2403 : Z-20-24: rezoning at 2800 W. 15th St.)



Z-20-24

2800 W 15th Street



Attachment: 2020-133 ATTH 01 (maps) (2403 : Z-20-24: rezoning at 2800 W. 15th St.)



City of Texarkana, Texas

Version:

Update Date: 10/28/2020 4:17 PM

Summary Sheet

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator

Subject: Z-20-25: Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane. Single Family-2 to Single Family-3. Jeffrey and Peggy Robey, owners.

Meeting Date: 11/2/2020

Attachments

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-134 EXH 'A' (legal description) (PDF)
- c. 2020-134 ATTH 01 (maps) (PDF)
- d. 2020-134 ATTH 02 (letter in opposition) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Pending			
Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Debbie Burk	Meeting	Pending
11/02/2020 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Jeffrey and Peggy Robey, owners, to rezone Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane from Single Family-2 to Single Family-3. This property is currently vacant land. The proposed use is the location of a 2007 double wide HUD code manufactured home.

The adjacent zoning is Single Family-2 to the north, south, east, and west. The adjacent land use are residences to the north, south, east, and west.

The Future Land use map designated this property as "Suburban Residential".

The City's Zoning Ordinance was amended to comply with the state law in 2002, requiring that all manufactured housing be HUD code building standard. This amendment also stipulated that all HUD code manufactured homes inside the city limits be placed in the Single Family-3 zoning district along with the approval of a Specific Use Permit.

City of Texarkana, Texas

There are tracts of land located in the area that are currently zoned Single Family-3 although no manufactured homes are currently located on Kidd Lane. HUD code double wide manufactured housing looks like some of the existing frame pier and beam houses in the area. This type housing could also be a revitalization housing alternative to traditional site-built homes. Therefore, staff recommends 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 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.

Potential Options:

None

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends for approval of this request.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

NOT APPLICABLE

Advisory Board/Committee Meeting Date and Minutes:

November 2, 2020

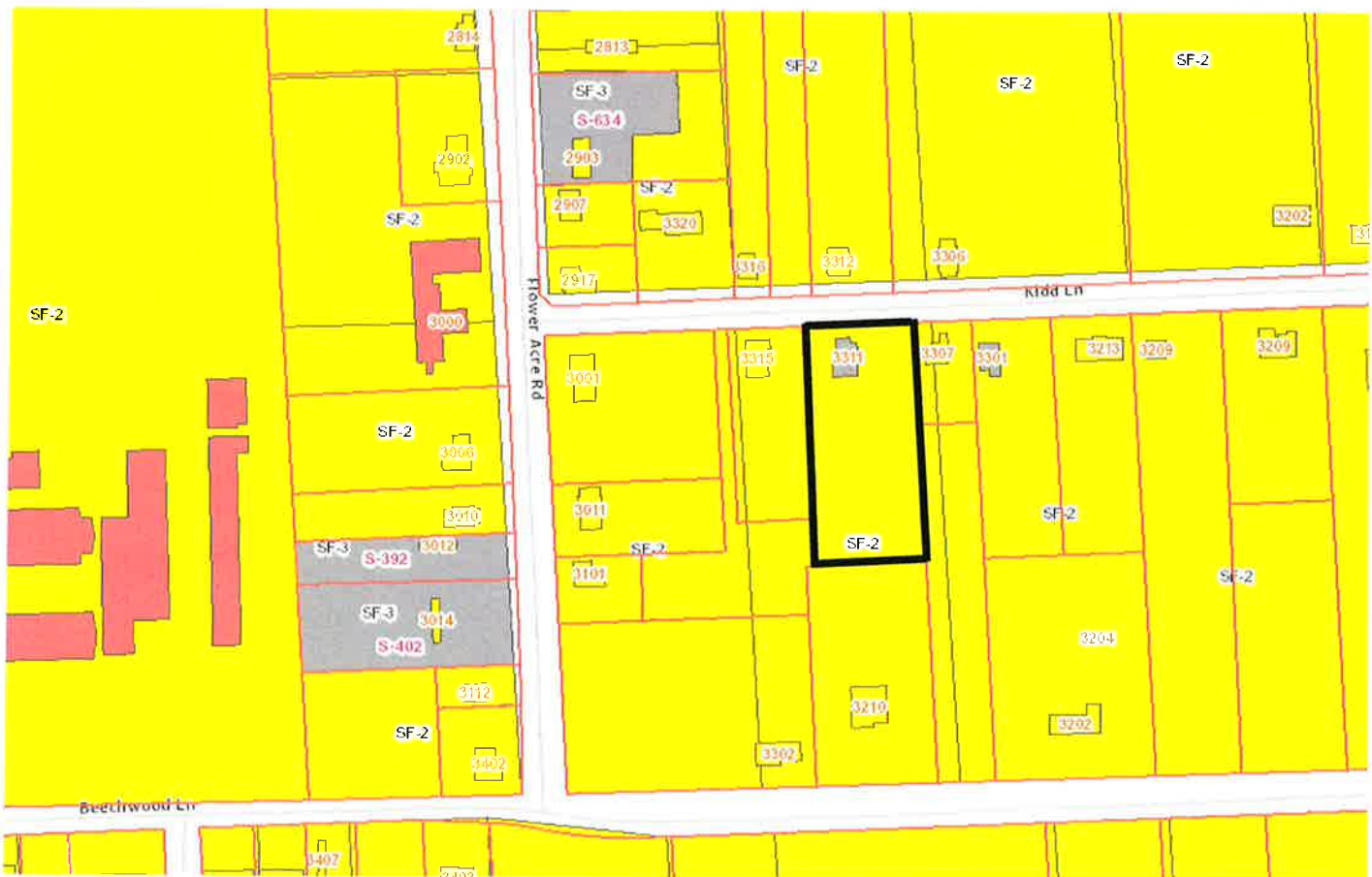
NOTICE OF PUBLIC HEARINGS

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: NOVEMBER 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL: Hearing Date: DECEMBER 14, 2020 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: Jeffrey and Peggy Robey

OWNER'S ADDRESS: PO Box 113, Nash, Texas 75569

LOCATION OF REZONING: 3311 Kidd Lane, Texarkana, Texas

PROPOSED CHANGE: To allow the location of a double-wide HUD code manufactured home

ZONING CHANGE FROM: Single Family-2 (SF-2) TO: Single Family-3 (SF-3)

LEGAL DESCRIPTION: 1.228 acres of land being Tracts 62B, 62C, 62D, Flower Acres Addition

CASE NUMBER: Z-20-25 DATE MAILED: October 22, 2020



ZONING APPLICATION

CITY OF TEXARKANA TEXAS

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

2.5.a

Receipt No. 00186714

Case Z-20-25

Date 10-16-20

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.

Lot: _____ Block: 62 Addition: Flower Acres
(Or see attached legal description)

Location: 3311 Kidd Ln

Present Zoning: SF-2

Proposed Zoning: SF-3

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

double wide manuf. homes

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

There are already manuf. homes on that
street.

Attorney or Agent Signature _____

Address _____

City, State, Zip _____

Home Phone & Cell Phone _____

Email Address _____

Jeff Robey
Property Owner Signature

PO Box 113
Address

Nash, TX 75569
City, State, Zip

419-223-9984 or 903-701-1981
Home Phone & Cell Phone

arkcountryboy2002@yahoo.com / phsseteyal
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 (2404 : Z-20-25: rezoning at 3311 Kidd Ln.)

Z-20-25

Legal Description

All that certain lot, tract or parcel of land situated within and being a part of Block Numbered Sixty-two (62) of FLOWER ACRES, a subdivision of 208 acres out of the R. E. Sevey Headright Survey, Abstract No. 523, Bowie County, Texas, according to the map or plat of said Subdivision recorded in Volume 204, Page 36 of the Plat Records of Bowie County, Texas, and the subject tract being a part of that certain tract of land conveyed from Louis Heilbron and C. E. Palmer to H. A. Lane and wife, Mable Lane by deed dated January 11, 1944 and recorded in Volume 198, Page 538 of the Deed Records of Bowie County, Texas, and the subject tract being more particularly described by metes and bounds as follows:

BEGINNING at a iron pin for corner on the South boundary line of a street known as Kidd Lane, and in the North line of said Block 62 of Flower Acres, being N 89° 25' 44" W, 29.50 feet from the Northeast corner of said Block 62 and also being the Northwest corner of that certain tract or parcel of land conveyed from Doyle E. Owens and wife, Rosemary L. Owens to Lafayette Beaty, Jr. and wife, Joe Ann Lane Beaty by deed dated June 20, 1957 and recorded in Volume 348, Page 590 of the Deed Records of Bowie County, Texas;

THENCE: S 00° 08' 15" E, 367.50 feet with Beaty's West line to an iron pin for corner;

THENCE: N 89° 25' 55" W, 145.95 feet to an iron pin for corner on the East line of a certain tract of land conveyed to Annie L. Harlemson in September of 1935, as mentioned in deed recorded in Volume 195, Page 11 of the Deed Records of Bowie County, Texas;

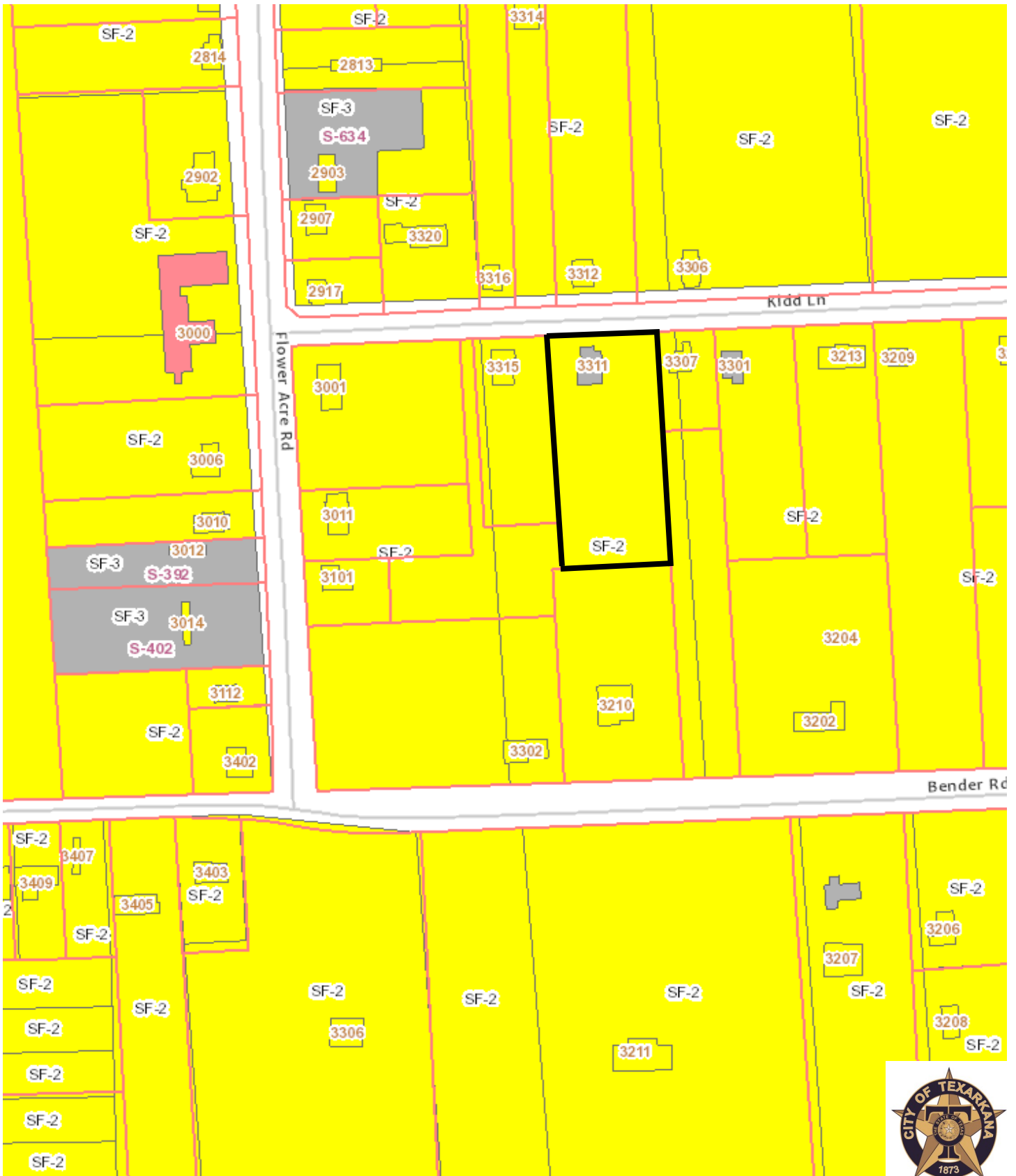
THENCE: N 00° 01' 57" W, 367.50 feet with the East line of said Annie L. Harlemson tract to an iron pin for corner in the North line of said Block 62 of Flower Acres, being S 89° 25' 44" E, 118.50 feet from the Northwest corner of said Block 62 and also being S 89° 25' 44" E, 29.63 feet from the Northeast corner of a certain 0.408 acre tract of land conveyed from Ralph Kidd to Glen Martin by Deed dated April 29, 1966 and recorded in Volume 467, Page 571 of the Deed Records of Bowie County, Texas;

THENCE: S 89° 25' 44" E, 145.28 feet with the North line of said Block 62 and the South line of Kidd Lane to the POINT OF BEGINNING and containing 1.228 acres of land, more or less.

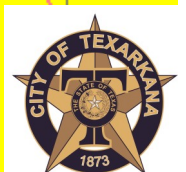
Attachment: 2020-134 EXH 'A' (legal description) (2404 : Z-20-25: rezoning at 3311 Kidd Ln.)

Z-20-25

3311 Kidd Lane



Attachment: 2020-134 ATTH 01 (maps) (2404 : Z-20-25: rezoning at 3311 Kidd Ln.)



3311 Kidd Lane

Z-20-25



Attachment: 2020-134 ATTH 01 (maps) (2404 : Z-20-25: rezoning at 3311 Kidd Ln.)



Z-20-25

24 October 2020

City of Texarkana, Texas
Planning and Zoning Commission
P.O. Box 1967
Texarkana, Texas 75504

Re: Rezoning 3311 Kidd Lane to SF-3

Esteemed Members of the Commission,

As recent owners of the land two doors down from the subject property it is disconcerting to think manufactured homes will be allowed in this neighborhood. One of the reasons we chose this location was the fact that it did not allow mobile homes.

In a study of housing values in three North Carolina counties, Wubneh and Shen (2004) found that single-family houses located near manufactured housing communities had lower property values than those located farther from these communities. Other researchers have found similar patterns (Munneke and Slawson 1999).

While current manufactured homes may be as or more aesthetically pleasing than conventional stick-built homes this usually occurs at the higher price point. Without any form of neighborhood control, there's no way to ensure the quality or standard of the home the Robey's will place on the property. The SF-3 classification is too broad for this situation.

While I appreciate the Robey's desire to be in this area, I would ask they comply with the existing SF-2 classification and that the commission to deny the request to rezone the subject property.

Sincerely,



Jeffrey R. & Sharon L. Thomas
3301 Kidd Ln. Texarkana, Texas

Attachment: 2020-134 ATTH 02 (letter in opposition) (2404 : Z-20-25: rezoning at 3311 Kidd Ln.)

City of Texarkana, Texas

Summary Sheet

Version:

Update Date: 10/28/2020 4:15 PM

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator
Subject: S-732: Specific Use Permit to allow the location of a double-wide HUD code manufactured home on Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane. Jeffrey and Peggy Robey, owners.

Meeting Date: 11/2/2020

Attachments

- a. Notice of Public Hearing and Application (PDF)
- b. 2020-135 EXH 'A' (legal description) (PDF)
- c. 2020-135 ATTH 01 (maps) (PDF)
- d. 2020-135 ATTH 02 (photos) (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Pending			
Building Code Administration	Mashell Daniel	Reviewer	Pending
Planning & Zoning Commission	Debbie Burk	Meeting	Pending
11/02/2020 6:00 PM			

Updates/History of Briefing:

NOT APPLICABLE

Executive Summary and Background Information:

This is a request by Jeffrey and Peggy Robey, owners, for a Specific Use Permit to allow the location of a double wide HUD code manufactured home on Tracts 62B, 62C, 62D, Flower Acres Addition, located at 3311 Kidd Lane. This property is currently vacant land. The proposed use is a 2007 double wide HUD code manufacture home.

The adjacent zoning is Single Family-2 to the north, south, east, and west. The adjacent land use are residences to the north, south, east, and west.

The City's Zoning Ordinance was amended to comply with the state law in 2002, requiring that all manufactured housing be HUD code building standard. This amendment also stipulated that all HUD code manufactured homes inside the city limits be placed in the Single Family-3 zoning district along with the approval of a Specific Use Permit.

There are other tracts of land located in the area that are zoned Single Family-3. HUD code double wide manufactured housing looks like some of the existing frame pier and beam

City of Texarkana, Texas

houses in the area. This type housing could also be a revitalization housing alternative to traditional site-built homes.

Staff recommends for approval of the Specific Use Permit with the following stipulations:

1. That a 2007 or newer 4-bedroom, 2 bath double wide HUD code manufactured home be allowed on this property. See attached photos.
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.

The applicant should also be aware that if this request 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.

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

Potential Options:

None

Fiscal Implications:

Not applicable.

Staff Recommendation:

Staff recommends approval of this request with stipulations.

Advisory Board/Committee Review:

Planning and Zoning Commission

Board/Committee Recommendation:

Not applicable.

Advisory Board/Committee Meeting Date and Minutes:

November 2, 2020

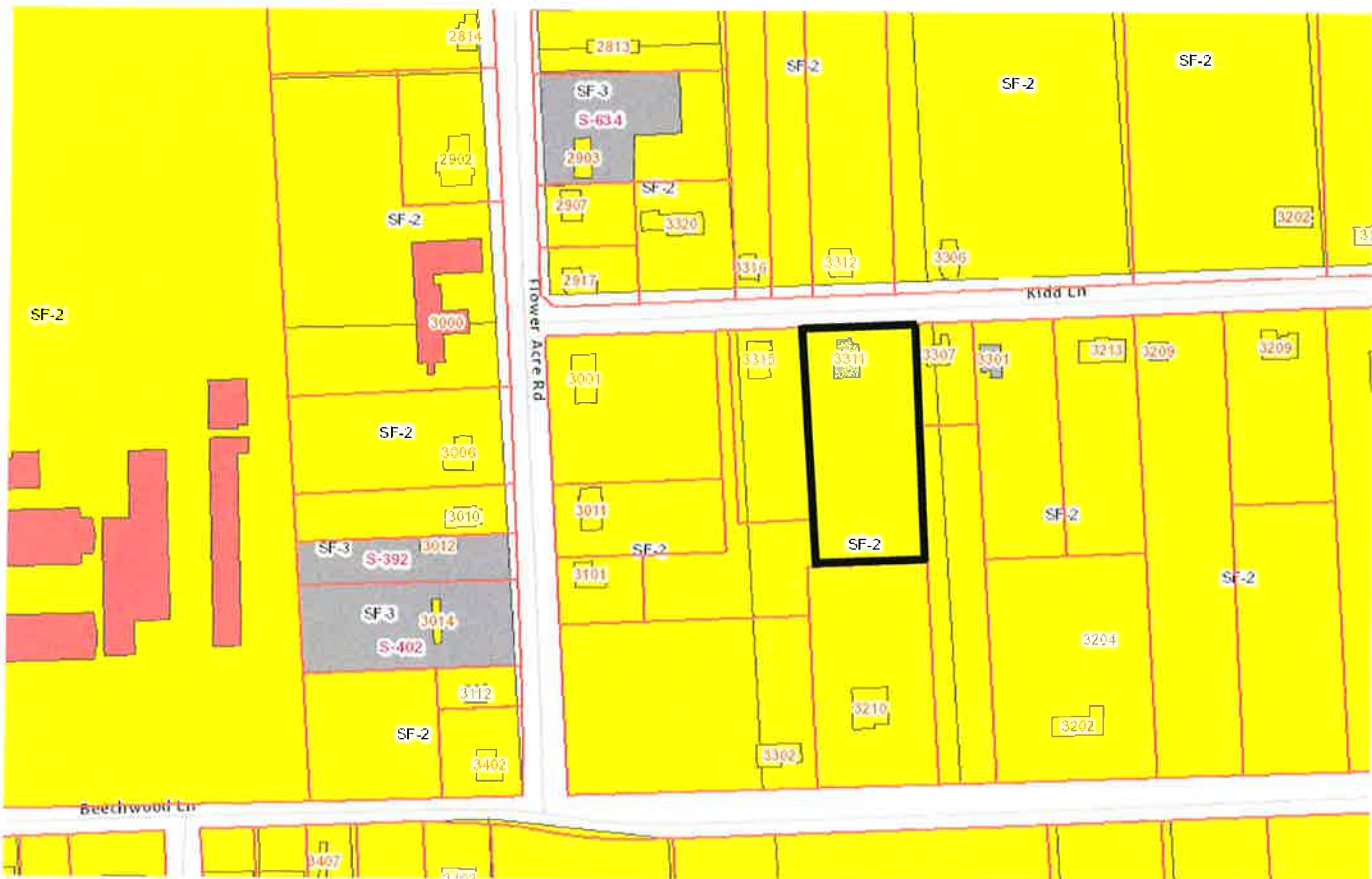
NOTICE OF PUBLIC HEARINGS

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: NOVEMBER 2, 2020 Hearing Time: 6:00 pm

CITY COUNCIL: Hearing Date: DECEMBER 14, 2020 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: Jeffrey and Peggy Robey

OWNER'S ADDRESS: PO Box 113, Nash, Texas 75569

LOCATION OF REZONING: 3311 Kidd Lane, Texarkana, Texas

PROPOSED CHANGE: Specific Use Permit to allow the location of a double-wide HUD code manufactured home

LEGAL DESCRIPTION: 1.228 acres of land being Tracts 62B, 62C, 62D, Flower Acres Addition

CASE NUMBER: S-732 DATE MAILED: October 22, 2020

Attachment: Notice of Public Hearing and Application (2405 : S-732: SUP at 3311 Kidd Ln.)



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. 00186714

Case S-732

Date 10-16-2020

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: _____ Block: 62 Addition: Flower Acres
(Or see attached legal description)

Location: 3311 Kidd Lane, Texarkana, TX 75501

Present Zoning: Single Family - 3

Proposed Zoning: Specific Use Permit To allow the location of a double-wide manufactured home

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

Owner occupied residence

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

A number of Manufactured homes are in the area.

Attorney or Agent Signature

Address

City, State, Zip

Home Phone & Cell Phone

Fax Number

Property Owner Signature

Address

City, State, Zip

Home Phone & Cell Phone

Fax Number

Jeff Robey
PO Box 113

Nash Texas 75569

479-223-9984 or 903-701-1984

arkcountryboy2002@yahoo.com

phissek@yahoo.com

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 (2405 : S-732: SUP at 3311 Kidd Ln.)

S-732

Legal Description

All that certain lot, tract or parcel of land situated within and being a part of Block Numbered Sixty-two (62) of FLOWER ACRES, a subdivision of 208 acres out of the R. E. Sevey Headright Survey, Abstract No. 523, Bowie County, Texas, according to the map or plat of said Subdivision recorded in Volume 204, Page 36 of the Plat Records of Bowie County, Texas, and the subject tract being a part of that certain tract of land conveyed from Louis Heilbron and C. E. Palmer to H. A. Lane and wife, Mable Lane by deed dated January 11, 1944 and recorded in Volume 198, Page 538 of the Deed Records of Bowie County, Texas, and the subject tract being more particularly described by metes and bounds as follows:

BEGINNING at a iron pin for corner on the South boundary line of a street known as Kidd Lane, and in the North line of said Block 62 of Flower Acres, being N 89° 25' 44" W, 29.50 feet from the Northeast corner of said Block 62 and also being the Northwest corner of that certain tract or parcel of land conveyed from Doyle E. Owens and wife, Rosemary L. Owens to Lafayette Beaty, Jr. and wife, Joe Ann Lane Beaty by deed dated June 20, 1957 and recorded in Volume 348, Page 590 of the Deed Records of Bowie County, Texas;

THENCE: S 00° 08' 15" E, 367.50 feet with Beaty's West line to an iron pin for corner;

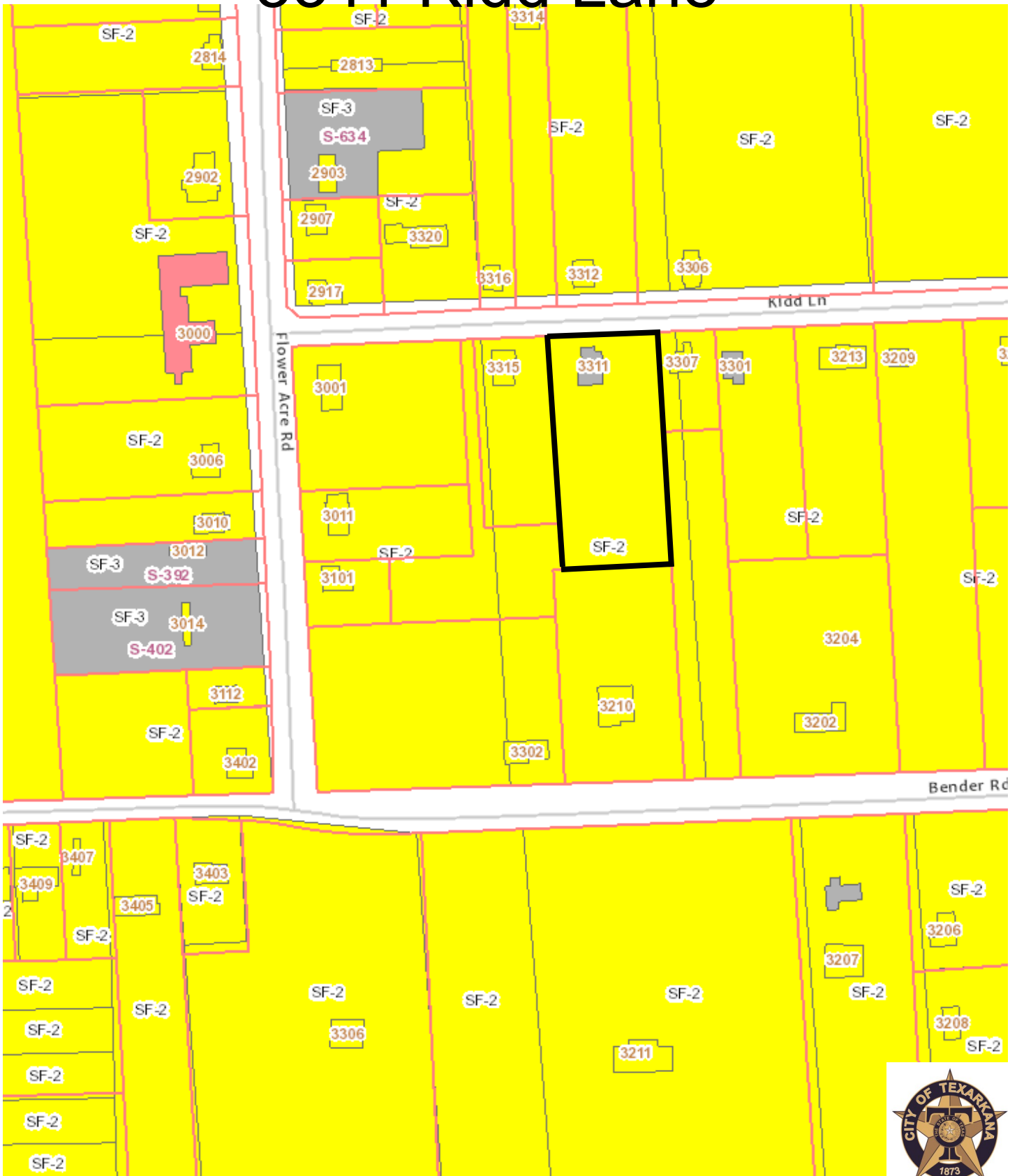
THENCE: N 89° 25' 55" W, 145.95 feet to an iron pin for corner on the East line of a certain tract of land conveyed to Annie L. Harlemson in September of 1935, as mentioned in deed recorded in Volume 195, Page 11 of the Deed Records of Bowie County, Texas;

THENCE: N 00° 01' 57" W, 367.50 feet with the East line of said Annie L. Harlemson tract to an iron pin for corner in the North line of said Block 62 of Flower Acres, being S 89° 25' 44" E, 118.50 feet from the Northwest corner of said Block 62 and also being S 89° 25' 44" E, 29.63 feet from the Northeast corner of a certain 0.408 acre tract of land conveyed from Ralph Kidd to Glen Martin by Deed dated April 29, 1966 and recorded in Volume 467, Page 571 of the Deed Records of Bowie County, Texas;

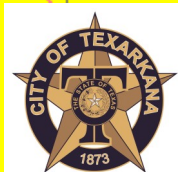
THENCE: S 89° 25' 44" E, 145.28 feet with the North line of said Block 62 and the South line of Kidd Lane to the POINT OF BEGINNING and containing 1.228 acres of land, more or less.

Attachment: 2020-135 EXH 'A' (legal description) (2405 : S-732: SUP at 331.1 Kidd Ln.)

3311 Kidd Lane



Attachment: 2020-135 ATTH 01 (maps) (2405 : S-732: SUP at 3311 Kidd Ln.)



3311 Kidd Lane



Attachment: 2020-135 ATTH 01 (maps) (2405 : S-732: SUP at 3311 Kidd Ln.)





Attachment: 2020-135 ATTH 02 (photos) (2405 : S-732: SUP at 3311 Kidd Ln.)



Attachment: 2020-135 ATTH 02 (photos) (2405 : S-732: SUP at 3311 Kidd Ln.)

City of Texarkana, Texas

Summary Sheet

Version:
Update Date: 10/28/2020 4:10 PM

Lead Department: Planning and Community Development **Action Officer:** Laura Puckett, Administrative Coordinator

Subject: Planning and Zoning Commission meeting minutes from October 5, 2020.

Meeting Date: 11/2/2020

Attachments

a. 10.05.20 P&Z Minutes (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review	
Pending			
Building Code Administration	Mashell Daniel	Reviewer	Pending
City Manager	City Manager Review	Pending	
Planning & Zoning Commission	Debbie Burk	Meeting	Pending
11/02/2020 6:00 PM			

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")

City of Texarkana, Texas**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"

**MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS
2ND FLOOR, TEXAS MUNICIPAL BUILDING
220 TEXAS BOULEVARD, TEXARKANA, TEXAS
MONDAY, OCTOBER 5, 2020
6:00 P.M.**

The Planning and Zoning Commission of the City of Texarkana, Texas met in their regular session, Monday, October 5, 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
Ms. Dianna Kinsey
Mr. Brad Bailey, Alternate member

ALSO ATTENDING:

Mr. David Orr, Assistant City Manager
Ms. Mashell Daniel, Executive Director of Inspections, Code Enforcement and Zoning
Mr. Dusty Henslee, Director of Public Works
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.

Consider approval of preliminary final plat Galleria Oaks No. 4. Ronald and Rebecca Nelson, owners and Darrel Kotzur, agent.

The agent, Darrel Kotzur presented the request and explained that the owner, Ms. Rebecca Nelson is trying to market and sell the property. He explained that Ms. Nelson would like to build a small cul-de-sac with five lots. He added that the property will need to be rezoned in the future and a detention pond is planned.

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

RECOMMENDED FOR APPROVAL

Amendment to PD-96-4(GR) for site plan approval on a 3.94-acre tract of land being part of Lots 10-13, Block 4, Urban Heights Addition, located on Chelf Road (between Pansy and Collom Streets) to allow the location of an unattended retail/fleet fueling station. James Naples, owner, and David Williams, MTG Engineers and Surveyors, agent.

The site plan for phase one consists of the following:

1. A 200 sq ft. rest room and storage building with two parking spaces including one handicapped space with paved access.
2. Fuel pump island with a canopy.
3. Exterior façade of building will be split face block.
4. Proposed entrance off Pansy Street and proposed exit off Collom Street.
5. Proposed pavement widening of Pansy Street and proposed Collom Street extension to allow access to this site.
6. Two above ground fuel tanks that will be screened with a 10' metal fence.
7. A pylon (360 sq. ft.) sign with logo and directional (20 sq. ft.) sign with logo.
8. Additional signage on restroom and storage building.
9. Screening device along the east property line.

The site plan (phase 2) includes the following:

1. A 6,000 sq. ft. office/warehouse building in the northeast corner of the site with appropriate concrete parking in front and a gravel lot in the rear.
2. Two above ground fuel tanks screened with 10' metal fence.
3. Extension of fuel pump island with canopy (to the east).

Mr. David Williams, representing the owners, presented asking for site plan approval. He explained that phase one is all they plan to build at the present time. The second phase would be to increase the size of the fuel canopy with appropriate fuel storage and an office building.

Ms. Kinsey made a motion to approve the request. Mr. Bailey seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

Z-20-20: A 2.206-acre tract of land in the John A. Talbot HRS, A-564, located in the 5600 block of Richmond Road. Office to Planned Development-General Retail. Kirk Patton, representing PHRMG Developers, owner and Don Robertson, agent.

Kirk Patton presented and gave background on the history of the property and requested approval for a zoning change from Office to Planned Development (PD) - General Retail. Staff had previously recommended that a planned development designation to be added to this request and the applicant had agreed to amend the application to include the PD designation.

Mr. Boyette made a motion to approve the request to PD-General Retail. Mr. Bailey seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL TO PD-GENERAL RETAIL

Mr. Lane Beard, representing the owners, appeared and requested approval of the site plan. There was discussion about the requested pole sign and the city's desire to have monument style signage in this area of Richmond Road. Staff had looked at the Walmart signage at the corner of Richmond Road and Moores Lane (96 sq. ft. overall signage). Mr. Beard stated that he is not opposed to a monument style sign for the carwash location and agreed to the monument type and style sign for this location.

The Chairman, Joyce advised that electronic signs are not allowed north of Moores Lane.

The amended site plan consists of the following that includes changing out the proposed signage and not allowing electronic signage:

1. Construction of a new 3,320 sq. ft. building.
2. Façade will be painted CMU block.
3. Access will be from Richmond Road and will require TxDOT approval.
4. A cross access agreement is recommended.
5. Twenty-two vacuuming parking spaces including one (1) handicapped space and three (3) employee parking spaces.
6. A monument style sign not to exceed 96 sq. ft. in overall size to be located at the entrance off Richmond Road. No CEVMS
7. A 73.42 sq. ft. wall sign on the building.

Mr. Coleman made a motion to approve the request with the stipulation that a monument style sign be required at this location. Dr. Northam seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL WITH STIPULATION

Z-20-21: A 1.500-acre tract of land in the John A. Talbot HRS, A-564, located at 5605 Richmond Road from Office to Planned Development-General Retail. Kirk Patton, representing PHRMG Developers, owner, and Richard Reynolds Jr. agent.

Kirk Patton presented and gave background on the history of the property and requested approval for a zoning change from Office to Planned Development (PD)-General Retail. Staff had previously recommended that a planned development designation to be added to this request and the application had agreed to amend the application to include the PD designation.

Mr. Boyette made a motion to approve the request to PD-General Retail. Mr. Coleman seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL TO PD-GENERAL RETAIL

Mr. Richard Reynolds, Jr. appeared and requested site plan approval. He stated that he plans to submit a more detailed site plan next week. Mr. Reynolds did add that he agrees with the planned development designation. He explained that the proposed 5,198 sq. ft. convenience store building will be masonry type with approximately ten gas pumps. He stated that the owners are agreeable with the staff's requested monument style signage. However, after some discussion it was agreed that electronic gas pricing will be allowed on the sign. Staff requested that an infrastructure meeting be scheduled and that the site plan stipulations be updated with any additional changes and/or stipulations based on the meeting since the site plan was not turned in timely.

The amended site plan consists of the following:

1. Construction of a new 5,198 sq. ft. building.
2. Masonry type façade.
3. Ten gas pumps with a canopy.
4. Access off Richmond Road and Moores Lane. Richmond Road access will require TXDOT approval.
5. A cross access agreement is recommended.
6. 18 parking spaces including 2 handicapped spaces.
7. A monument style sign not to exceed 96 sq. ft. in size with price point fuel prices allowed on the sign. No CEVMS.

Mr. Bailey made the motion to approve the request. Ms. Kinsey seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

Amendment to PD-16-1(NS) for site plan approval on a 1.295-acre tract of land in the George Brinlee HRS, A-18, located at 4824 McKnight Road. Aaron Gaylor, dba Gaylor Equities, LLC, owner.

Mr. Gaylor was not present at the meeting. Staff chose to give an update on the proposal. Mr. Gaylor is proposing to construct a new building addition directly behind the current building to be connected with a corridor. The façade will be architectural metal and match existing color of current building. The existing parking is sufficient, and the site will use the existing entrances. There are no new sign requests.

The site plan consists of the following:

1. Construction of a new 3,667 sq. ft. addition to be located directly behind the existing building and connected by a corridor.
2. Façade will be painted metal wall architectural panels. The colors will match existing building.
3. Access will be from the existing driveway off Gin Road.
4. There are currently 50 parking spaces with 10 handicapped spaces. The proposed parking is 63 parking spaces and 11 handicapped spaces.
5. No additional signage is shown.

The following statement was provided by the fire department – “as long as the new building is no more than 150’ off Gin Road, no fire lane is needed, and if the hose lay from the fire hydrant at Gin Road and McKnight Road is not more than 400’ an additional fire hydrant is not needed.”

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

RECOMMENDED FOR APPROVAL

Amendment to PD-01-9(GR) for site plan approval on a 1.156-acre tract of land being Lot B Replat, Block 1, Walsh Carter Master Tract, located at 5001 Cowhorn Creek Road. The Saxton Group (McAlister’s Deli), owner and Angela Marie Odom, Odom Architects, agent.

The applicant was not present at the meeting.

The site plan consists of the following:

1. Removing an existing storage/refrigeration building located at the rear of the building.
2. Constructing a new 684 sq. ft. addition at the rear of the existing building.
3. Façade of addition will be EIFS (stucco).
4. Adding a pick-up/drive-thru lane along north side of the building. Pick-up/drive-thru lane will remove 7 existing parking spaces.
5. The proposed new parking is 73 parking spaces and 4 handicapped spaces. This meets code parking requirements.
6. Access will be the existing driveway off Cowhorn Creek Road and N. Cowhorn Creek Loop.
7. Wall signage will be provided on pick-up/drive-thru building.

Ms. Kinsey made the motion to approve the request. Dr. Northam seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

STAFF UPDATES

No staff updates.

Consider approval of the Minutes.

Ms. Kinsey made motion to approve the minutes. Dr. Northam seconded the motion. All members were in favor of approval of minutes.

RECOMMENDED FOR APPROVAL

There being no further business, the meeting was adjourned.

Gene Joyce III, Chairman

Laura Puckett, Administrative Coordinator