



CITY OF TEXARKANA
PLANNING & ZONING COMMISSION
AGENDA • NOVEMBER 4, 2019

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

Chairman	Commissioner	
Gene Joyce III	James Larkins	Commissioner
Vice Chairman	Commissioner	Casey Boyette
Dianna Patterson Kinsey	Wanda Northam	Alternate Commissioner
Commissioner	Commissioner	George Merrill
Tom Coleman	Jay Davis	

I. CALL TO ORDER

II. AGENDA ITEMS

1. (Remove from table) Consider replat of Lot 1, Block 53, Trigg's Addition. Columbia Property Management, LLC, owner. MTG Engineers and Surveyors, agent.

2. Consider approval of Boyette-Shilling Addition, being a replat of Lots 8-10, Block 1, "Revised" Shilling south 2nd Addition and Lot 22, Block 1, "Amended" Shilling South Final Plat. Wade Boyette, owner. MTG Engineers and Surveyors, agent.

III. STAFF UPDATES

IV. CONSIDER APPROVAL OF MINUTES

1. Consider approval of October 7, 2019 Planning and Zoning Commission Minutes and October 21, 2019 Joint Billboard Workshop Minutes

V. ADJOURNMENT

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

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

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

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

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

City of Texarkana, Texas

Summary Sheet

Version:
Update Date: 10/31/2019 2:14 PM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,
(Remove from table) Consider replat of Lot 1, Block 53, Trigg's Addition.
Subject: Columbia Property Management, LLC, owner. MTG Engineers and Surveyors,
agent.

Meeting Date: 11/4/2019

Attachments

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Pending		
Planning & Zoning Commission	Debbie Burk	Meeting Pending
11/04/2019 6:00 PM		

Staff Commentary

Updates/History of Briefing:

"NOT APPLICABLE"

Executive Summary and Background Information:

THIS ITEM WILL REMAIN TABLED

Potential Options:

NA

Fiscal Implications:

None

Staff Recommendation:

NA

Advisory Board/Committee Review:

NA

City of Texarkana, Texas**Board/Committee Recommendation:**

NA

Advisory Board/Committee Meeting Date and Minutes:

"NOT APPLICABLE"

City of Texarkana, Texas

Version:

Summary Sheet**Update Date:** 10/31/2019 2:46 PM

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk
Consider approval of Boyette-Shilling Addition, being a replat of Lots 8-10, Block 1, "Revised" Shilling south 2nd Addition and Lot 22, Block 1, "Amended" Shilling South Final Plat. Wade Boyette, owner. MTG Engineers and Surveyors, agent.

Subject: and Surveyors, agent.

Meeting Date: 11/4/2019

Attachments

- a. P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (PDF)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Pending		
Planning & Zoning Commission	Debbie Burk	Meeting Pending
11/04/2019 6:00 PM		

Staff Commentary**Updates/History of Briefing:**

"NOT APPLICABLE"

Executive Summary and Background Information:

SEE ATTACHMENTS

Potential Options:

NA

Fiscal Implications:

NA

Staff Recommendation:

SEE ATTACHMENT

Advisory Board/Committee Review:

Planning and Zoning Commission

City of Texarkana, Texas**Board/Committee Recommendation:**

NA

Advisory Board/Committee Meeting Date and Minutes:

November 4, 2019

Memorandum

City of Texarkana, Texas

TO: Planning and Zoning Members

FROM: Dusty Henslee, P.E., CFM, Director of Public Works  10-30-19

SUBJECT: Consider approval of Boyette-Shilling Addition, being a replat of Lots 8-10, Block 1 "Revised" Shilling South 2nd and Lot 22 Block 1 "Amended" Shilling South Final Plat

This is a request by Wade Boyette, owner, and MTG Engineers and Surveyors, agent, to consider the approval of Boyette-Shilling Addition, being a replat of Lots 8-10, Block 1 "Revised" Shilling South 2nd and Lot 22 Block 1 "Amended" Shilling South Final Plat. The purpose of this plat is to combine these 4 lots into 1 lot. This property is located off Shadow Brooke and Gunstock Road. Copies of the proposed plats are attached all the correspondence as well from the utility companies.

Comments are as follows:

1. Texas Department of Transportation – N/A
2. Reliant/Arkla Gas – No issues
3. Sparklight (Cable One) – No issues.
4. Windstream Communications- No issues
5. Electric company –
AEP - Not in service area.
Bowie Cass – **No response**
REA – **No response**
6. TWU- Texarkana Water and Sewer Service – No issues. See memo
7. Public Works/ Planning -
 1. A tax certificate of the property for recording purposes from the BCAD must be provided showing all taxes on this proposed plat have been paid in order to be recorded at the County Courthouse. (Texas State Legislature amendment 12.002 of the Texas Property Code)
 2. Mylar copy after recording to public works department and via electronic media.
 3. **Add labels (bearing and distance) to easement lines that no longer have a property line associated with it or show old property line bearing and distance.**
 4. **In note 2, add access to lot shall come from Gunstock (this is where is states building will face Gunstock)**
 5. **Add note that no fence will be allowed inside Building Line along Shadow Brooke**
8. Fire Department – No issues

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

TEX-Henslee, Dustin

From: TEX-Henslee, Dustin
Sent: Friday, October 18, 2019 2:39 PM
To: 'dwwiley@aep.com'; Jeffrey Graham; 'Poplin, Steven'; Chris Jackson; 'diane.engelkes@centerpointenergy.com'; Brandon Brooks; Ronnie Watkins; Rick Syphers; TTFD-Steele, Kenneth; TWU-Smith, Gary; TWU-Phillips, JD; 'Greg D. Russell (gregr@bcec.com)'; 'todc@bcec.com'; 'Zachary S Pianalto'; TWU-Rogers, Terri; 'Edwardo J Manzanares'; 'paul.wong@txdot.gov'; Jeff Tollett (jtollett@swrea.com); TEX-Lee, Keith
Cc: TEX-Burk, Debbie; TEX-Orr, David
Subject: Plat Review for November 2019 P&Z-Boyette-Shilling Addition
Attachments: UtilityMemo-PlatReview-BoyetteShillingAddition-Nov2019P&Z.pdf

All,

The City of Texarkana, Texas has received a request for consideration for the Boyette-Shilling Addition at the **November 4, 2019** P&Z Meeting. Please see the attached memo.

Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **October 30, 2019**. If you have any questions or comments then please let me know.

Thanks,

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

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

Attachment: P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (2185 : Replat of lots in Revised Shilling South & Amended Shilling South)

MEMORANDUM

City of Texarkana, Texas Public Works Department

TO: City Departments and Utility Representatives 10-18-19

FROM: Dusty Henslee, P.E., CFM, CSI, Director of Public Works 

SUBJECT: Boyette-Shilling Addition being a replat Lots 8-10 Block 1 Revised Shilling South 2nd Addition and Lot 22 Block 1 Amended Shilling South Addition

DATE: October 18, 2019

The City of Texarkana, Texas has received a request for approval of Boyette-Shilling Addition being a replat Lots 8-10 Block 1 Revised Shilling South 2nd Addition and Lot 22 Block 1 Amended Shilling South Addition. This proposed addition is located inside the Texarkana, Texas city limits off Gunstock Road and Shadow Brooke. The purpose of this plat is to combine these 4 lots into 1 lot.

A copy of the application, checklists, proposed and existing plats are attached.

Please refer to the attachments and provide any comments to me before 12:00 P.M. on Wednesday, October 30, 2019. This item will be on the November 4, 2019 P & Z agenda.

Your prompt response is appreciated. If you have any questions, please call me at 903-798-3953 or e-mail at dustin.henslee@txkusa.org.

Attachment(s)



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

Purpose of Plat: Combine Lots 8-10 Block 1 Revised Shilling South 2nd, and Lot 22 Block 1 "Amended" Shilling S

Plat Title: Boyette-Shilling Addition

Current Legal Description: Lots 8-10, Block 1 "Revised" Shilling South 2nd, & Lot 22, Block 1 "Amended" Shilling South

Total Acreage: 1.678 **Number of Lots:** 1 **Zoning:** SF-1

Owner/Developer Information:

Name: Wade Boyette

Address: 6907 Shadow Brooke, Texarkana TX

Phone: () _____ Fax: () _____ Work E-mail: rwboyette@gmail.com

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

10/16/19

Date

Application Fee: _____

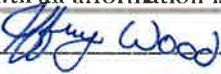
Received by: _____

Revised: 12/21/2015

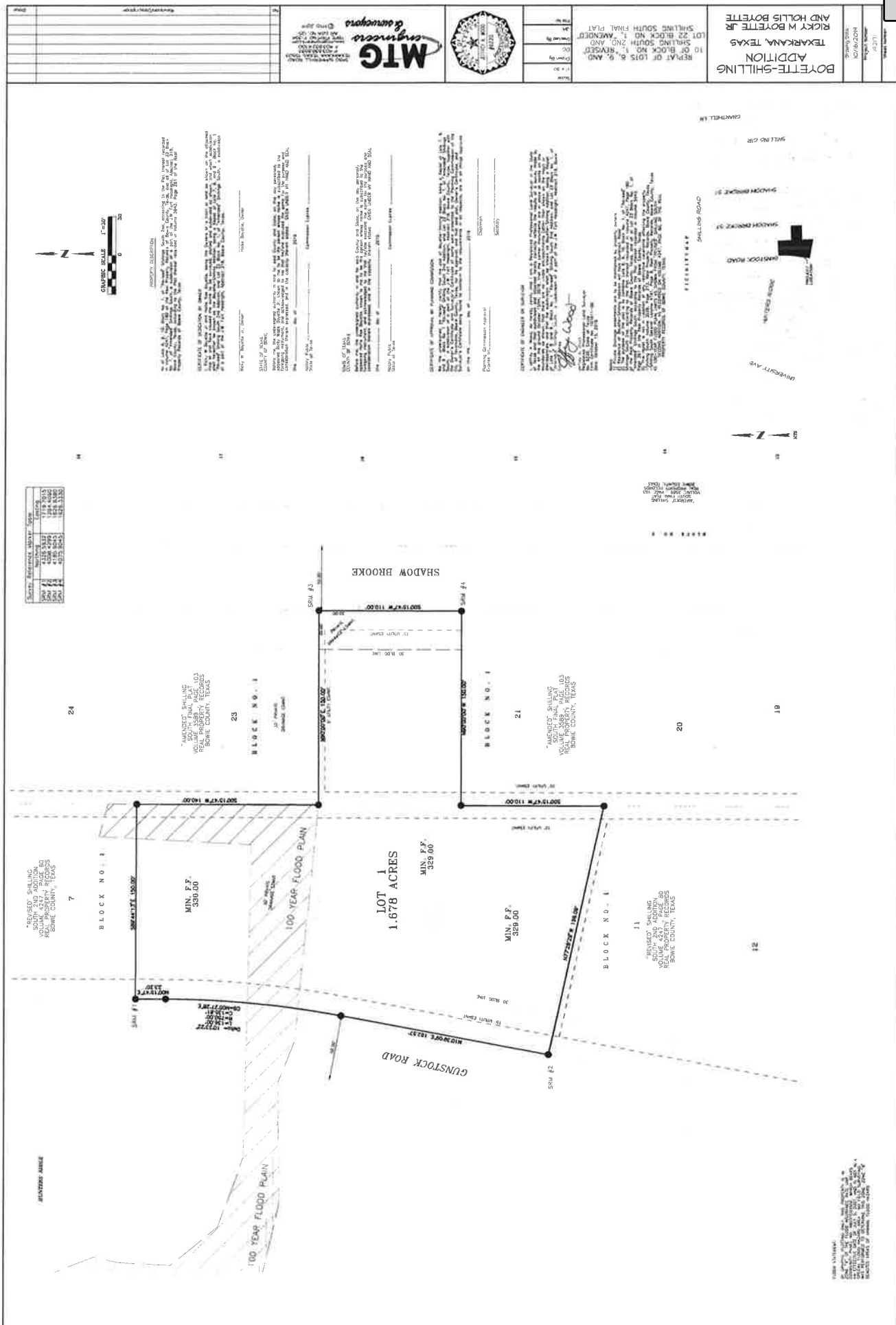


CITY OF TEXARKANA TEXAS

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

REPLAT CHECKLIST	
GENERAL INFORMATION / PROJECT DESCRIPTION	
Date, written and graphic scale (100 scale or smaller) and north arrow	☒
Location Map for proposed development	☒
Title and Name of Subdivision	☒
Legal Description and identification of tract being subdivided or resubdivided	☒
1. Legal description shall be referenced to a previous recorded subdivision	
SPECIFIC PLAT INFORMATION	
Names or designations of all adjoining subdivisions or properties	☒
Adjacent dedicated streets, alleys, and easements	☒
Outline of proposed tract (shall stand out compared to other boundary lines)	☒
Location and designation of all streets, alleys, and other areas with dimensions that are intended for public use	☒
All block, lot and street boundary lines	☒
1. Blocks and lots shall be numbered	
2. Building lines and easements are shown	
a. Commercial (15')	
b. Residential (25')	
c. In PUR, building line is not less than 15'	
Surveyor Note explaining purpose of Replat	☒
100 Year FEMA Flood Zones	☒
Finish Floor Elevations (lots adjacent to flood zones and drainage facilities)	☒
Shown all necessary dimensions	☒
Supplemental Survey Reference Markers	☒
Certificate of ownership	☒
Certificate of surveyor	☒
Certificate of approval by planning and zoning commission	☒
CERTIFICATION STATEMENT	
I have reviewed the checklist and submittals for completeness and accuracy. I understand this plat will not be reviewed until all information is included.	
 Signature Jeffrey Wood	10/16/19 Date
Printed Name	

Revised: 12/21/2015





MTG
ENGINEERS

TEX-Henslee, Dustin

From: Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>
Sent: Monday, October 21, 2019 9:49 AM
To: TEX-Henslee, Dustin
Subject: RE: [External Email] Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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.

CenterPoint has no issues with this.



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



From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Friday, October 18, 2019 2:39 PM
To: dw Wiley@aep.com; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; Engelkes, Diane L. <diane.engelkes@centerpointenergy.com>; Brooks, Brandon D <Brandon.Brooks@centerpointenergy.com>; Watkins, Ronnie M <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cablone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (gregr@bcec.com) <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: [External Email] Plat Review for November 2019 P&Z-Boyette-Shilling Addition

EXTERNAL EMAIL

All,

The City of Texarkana, Texas has received a request for consideration for the Boyette-Shilling Addition at the **November 4, 2019** P&Z Meeting. Please see the attached memo.

Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **October 30, 2019**. If you have any questions or comments then please let me know.

Thanks,

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

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

***** This email is from an external sender outside of the CenterPoint Energy network. Be cautious about clicking links or opening attachments from unknown sources. *****

Attachment: P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (2185 : Replat of lots in Revised Shilling South & Amended Shilling South)

TEX-Henslee, Dustin

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Monday, October 21, 2019 9:50 AM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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.

Ok, Thanks Dusty.

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Monday, October 21, 2019 9:29 AM
To: Syphers, Rick <Donald.Syphers@sparklight.biz>
Subject: RE: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

CAUTION: External source. **THINK BEFORE YOU CLICK!**

Rick,

All existing easements will remain in place.

Dusty

From: Syphers, Rick <Donald.Syphers@sparklight.biz>
Sent: Monday, October 21, 2019 9:22 AM
To: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Subject: RE: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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

Sparklight (Cable One Inc.) will need to retain an easement for our existing plant that serves other existing lots.

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Friday, October 18, 2019 2:39 PM
To: dwwiley@aep.com; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; diane.engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Syphers, Rick <Donald.Syphers@sparklight.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell <gregr@bcec.com> <gregr@bcec.com>; todc@bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett <jtolllett@swrea.com> <jtolllett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

CAUTION: External source. **THINK BEFORE YOU CLICK!**

All,

The City of Texarkana, Texas has received a request for consideration for the Boyette-Shilling Addition at the **November 4, 2019** P&Z Meeting. Please see the attached memo.

Please review and provide any comments to me via email (dustin.henslee@txkusa.org) by 12:00 P.M. on Wednesday, **October 30, 2019**. If you have any questions or comments then please let me know.

Thanks,

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

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

Attachment: P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (2185 : Replat of lots in Revised Shilling South & Amended Shilling South)

TEX-Henslee, Dustin

From: Graham, Jeffrey <Jeffrey.Graham@windstream.com>
Sent: Monday, October 21, 2019 6:44 AM
To: TEX-Henslee, Dustin
Subject: RE: Plat Review for November 2019 P&Z-Boyette-Shilling Addition
Attachments: UtilityMemo-PlatReview-BoyetteShillingAddition-Nov2019P&Z.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.

Windstream has no issue with the replat listed below.

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Friday, October 18, 2019 2:39 PM
To: dw Wiley@aep.com; Graham, Jeffrey <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Jackson, Chris <Chris.Jackson@windstream.com>; Diane Engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell (greg@bcec.com) <greg@bcec.com>; Tod C. Bcec.com; Zachary S Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanarez <ejmanzanarez@aep.com>; Paul Wong@txdot.gov; Jeff Tollett (jtollett@swrea.com) <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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Thanks,

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

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TEX-Henslee, Dustin

From: Zac Pianalto <zspianalto@aep.com>
Sent: Friday, October 18, 2019 3:33 PM
To: TEX-Henslee, Dustin
Cc: Dusty Wiley; Edwardo J Manzanares
Subject: RE: Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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.

AEP SWEPCO has no facilities in the Boyette-Shilling Addition this is served by Southwest REA.

From: TEX-Henslee, Dustin <dustin.henslee@txkusa.org>
Sent: Friday, October 18, 2019 2:39 PM
To: Dusty Wiley <dwwiley@aep.com>; Jeffrey Graham <Jeffrey.Graham@windstream.com>; Poplin, Steven <Steven.Poplin@windstream.com>; Chris Jackson <chris.jackson@windstream.com>; diane.engelkes@centerpointenergy.com; Brandon Brooks <Brandon.Brooks@centerpointenergy.com>; Ronnie Watkins <Ronnie.Watkins@centerpointenergy.com>; Rick Syphers <rick.syphers@cableone.biz>; TTFD-Steele, Kenneth <ksteele@txkusa.org>; TWU-Smith, Gary <gsmith@txkusa.org>; TWU-Phillips, JD <phillips@txkusa.org>; Greg D. Russell <gregr@bcec.com> <gregr@bcec.com>; todc@bcec.com; Zac Pianalto <zspianalto@aep.com>; TWU-Rogers, Terri <terri.rogers@txkusa.org>; Edwardo J Manzanares <ejmanzanares@aep.com>; paul.wong@txdot.gov; Jeff Tollett <jtollett@swrea.com> <jtollett@swrea.com>; TEX-Lee, Keith <keith.lee@txkusa.org>
Cc: TEX-Burk, Debbie <Burk@txkusa.org>; TEX-Orr, David <david.orr@txkusa.org>
Subject: [EXTERNAL] Plat Review for November 2019 P&Z-Boyette-Shilling Addition

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

All,

The City of Texarkana, Texas has received a request for consideration for the Boyette-Shilling Addition at the **November 4, 2019** P&Z Meeting. Please see the attached memo.

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Thanks,

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

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



Texarkana Water Utilities

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

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

MEMORANDUM

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

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

Date: October 25, 2019

Re: **Boyette-Shilling Addition being a replat Lots 8-10 Block 1 Revised Shilling South 2nd Addition and Lot 22 Block 1 Amended Shilling South Addition**

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

1. There is an existing eight-inch (8") water main along the east side of Gunstock Road and an existing eight-inch (8") water main along the west side of Shadow Brooke Street.
2. There is an existing eight-inch (8") sanitary sewer main along the east side of Shadow Brooke Street and an existing eight-inch (8") sanitary sewer main along a portion of the west side of Gunstock Road.
3. The size and location of the existing water and sanitary sewer mains have not been field verified. The developer's representative shall field verify the size and location of the existing utilities before designing or constructing extensions of the system

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

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



TEX-Henslee, Dustin

From: TEX-Jaster, Shirley
Sent: Thursday, October 24, 2019 11:26 AM
To: TEX-Orr, David; TEX-Henslee, Dustin
Subject: replat on Gunstock

The Mayor called to let me know that he and the residents got the letter on this replat. He stated that the neighbors concerns where as follows:

Driveway access on Shadowbrooke

Location of a fence on Shadowbrooke since it would be looked as a backyard. They would hope the 30 foot building line would be enforced?

Location of a stand alone out or accessory building. They would hope the 30 foot building line would be enforced?

I let him know that the storage building materials is a restrictive covenant and must be enforced by neighbors. Also that this is a P & Z issue only.

I did let the Mayor know that the replat would state access to the lot is from Gunstock and must face Gunstock.

Hopefully if you can have the answer to some of these questions the neighbors will be less concerned about the replat.

Shirley Jaster
City Manager
City of Texarkana, Texas
jaster@txkusa.org
903-798-3949

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Attachment: P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (2185 : Replat of lots in Revised Shilling South & Amended Shilling South)

TEXARKANA TEXAS FIRE DEPARTMENT

Fire Chief Eric Schlotter

220 Texas Boulevard, Texarkana, TX 75501 • 903-798-3994 • Fax 903-793-4731



Re-plat review

To: Dusty Henslee, Director of Public Works, City of Texarkana Texas

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

DATE: October 21, 2019

SUBJECT: Replat of Lots 8-10, Block 1 "Revised" Shilling South 2nd & Lot 22, Block 1 "Amended" Shilling South. Boyette- Shilling Addition.

Mr. Henslee,

This office has no discrepancies with the proposed replat noted above; there is water supplies and vehicle access from both Gunstock Road and Shadow Brooke.

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

Respectfully,

A handwritten signature in black ink that reads 'Ken Steele'.

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

Attachment: P&ZMemo-PlatReview-BoyetteShillingAddition-Nov2019 (2185 : Replat of lots in Revised Shilling South & Amended Shilling South)

City of Texarkana, Texas

Version:

Update Date: 10/31/2019 2:51 PM

Summary Sheet

Lead Department: Planning and Community Development **Action Officer:** Debbie Burk,
Subject: Consider approval of October 7, 2019 Planning and Zoning Commission Minutes and October 21, 2019 Joint Billboard Workshop Minutes
Meeting Date: 11/4/2019

Attachments

- a. 10-7-19 P & Z Minutes (DOCX)
- b. 10-21-19 Joint P & Z and CC billboard workshop Minutes (DOCX)

Staff Coordination

Planning and Community Development	David Orr	Department Head Review
Pending		
Planning & Zoning Commission	Debbie Burk	Meeting Pending
11/04/2019 6:00 PM		

Staff Commentary**Updates/History of Briefing:**

"NOT APPLICABLE"

Executive Summary and Background Information:

SEE ATTACHMENTS

Potential Options:

NA

Fiscal Implications:

NA

Staff Recommendation:

NA

Advisory Board/Committee Review:

NA

City of Texarkana, Texas**Board/Committee Recommendation:**

NA

Advisory Board/Committee Meeting Date and Minutes:

November 4, 2019

**MINUTES
REGULAR MEETING
PLANNING AND ZONING COMMISSION
COUNCIL CHAMBERS
2ND FLOOR, TEXAS MUNICIPAL BUILDING
220 TEXAS BOULEVARD, TEXARKANA, TEXAS
MONDAY, OCTOBER 7, 2019
6:00 P.M.**

The Planning and Zoning Commission of the City of Texarkana, Texas met in their regular session, Monday, October 7, 2019 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. Jay Davis
Mr. Tom Coleman
Mr. James Larkins
Dr. Wanda Northam
Mr. George Merrill

ABSENT:

Ms. Dianna Patterson Kinsey

ALSO ATTENDING:

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

Mr. Joyce called the meeting to order at 6 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 replat of Lot 1, Block 53, Trigg's Addition. Columbia Property Management, LLC, owner. MTG Engineers and Surveyors, agent.

Ms. Kayla Wood, MTG Engineers and Surveyors, asked that this item be tabled until next month. Mr. Coleman made a motion to table the item. Mr. Davis seconded the motion. Members voted unanimously for approval of the motion.

TABLED

Consider approval of replat of Lots 17, 18 and 24-29, Block 1, Revised Shilling South 2nd Addition. Dr. Jacob Duke, owner. MTG Engineers and Surveyors, agent.

Ms. Wood explained that this request is to combine all these lots (17, 18 and 24-29) into one large lot.

Mr. Joyce asked what the owner's intention was to do with the large lot.

Ms. Wood stated that the owner currently has a home on this property, and this would increase his lot size and give him a larger backyard.

Mr. Nick Newton, property owner in the area, presented a PowerPoint presentation in opposition to this request. He stated that he feels that Dr. Duke is attempting to circumvent the restrictive rights and covenants of the subdivision. He expressed concern about the possibility of an outbuilding being constructed at the rear of Dr. Duke's property, and a drive and fence being put off Bringle Ridge to

provide access the outbuilding. Mr. Newton added that denying this replat would be in the best interest of the residents in the area and would protect current and future residents.

Mr. Jacob Duke, owner, stated that there are multiple families in this area that have combined lots. He stated that he has no intention of doing anything that would be against zoning or city code. He stated that he had contacted property owners within 200' of his property about this replat. He stated that there are a lot of assumptions being made. He stated that he had no plans to construct a fence but may eventually construct a tasteful outbuilding. Mr. Duke stated that he wanted to be a good neighbor.

Mr. Henslee stated that the replat meets the existing ordinance and added that the City does not enforce restrictive rights and covenants. He added that other similar requests have been approved in this area.

Mr. Joyce stated that apparently a precedent has already been set in this area for combining lots.

Mr. Coleman made a motion to approve the request. Mr. Larkins seconded the motion.

Members voted unanimously for approval of the motion.

RECOMMENDED FOR APPROVAL

Consider reapproval of preliminary and final plat of Arbor Meadows. Nick Hibbs, owner. MTG Engineers and Surveyors, agent.

Ms. Wood stated that the time period to record this plat has expired and they are requesting reapproval. She added that the plat is the same except that two lots have been eliminated.

Mr. Boyette made a motion to approve the request. Mr. Davis seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

Amendment to PD-97-3(O) for site plan approval to allow a townhome development on a 2.24-acre tract of land being Lot 1, Block 6, Clear Creek Estates 1st Addition, located in the 3400 block of Skyline Boulevard. Brandon Taylor and Brad Meador, dba 2 B Builders, under contract to purchase.

Mr. Kirk Patton, attorney for the applicants, explained that 2 B Builders are proposing to construct a townhouse development on this tract of land located in the 3400 block of Skyline Boulevard. He stated that this is not a zoning issue since townhomes are allowed in the Office zoning district but is a request for site plan approval only. He stated that the property is currently vacant land and appears to have been vacant since the Caddo Indians. He added that there are currently townhomes and duplexes in this immediate area as well as further down Clear Creek Drive. He stated that the proposal is to construct eighteen 1, 2- and 3-bedroom townhomes. He stated that a 15' tree buffer will be left to provide a buffer along Clear Creek Drive. Mr. Patton added that the Planned Development district was created to provide flexibility and stated that city staff had recommended for approval of the site plan since the proposed development is a use by right.

Mr. John Jarvis stated that he lives on Pecan Cove north of Clear Creek Drive. He stated that the neighborhood has major concerns with the proposed site plan. He stated that this proposed project is strictly to make a profit. He added that Planned Development was created to allow the Commission to review site plans to ensure that what is proposed is in harmony with the existing neighborhood and to protect the values of surrounding properties. He explained that some of the existing duplexes and townhomes in the area are owner occupied and were designed to look like single family residences. He stated that this proposed development is designed quite differently and has open parking that faces the streets and garages that will most likely be used for storage. He added that the proposed development will look like an apartment complex. Mr. Jarvis had previously submitted a petition in opposition to the request.

Mr. Robert Shephard, Ms. Beverly Burks, Mr. Richard Reynolds, Mr. Don Vanderburg, Mr. Wesley Johnson and Mr. Dennis Schafer all spoke in opposition to the proposed request. Their concerns were mostly about the decrease of property value, drainage, and safety issues because of the curb cuts and increase in traffic.

Mr. Patton spoke in rebuttal. He stated that the proposed development is totally in compliance and drainage and traffic uses are not something that the Commission should consider. He stated that drainage will be addressed during the permitting process. He asked that the Commission approve the site plan.

Mr. Joyce asked if the developers would be willing to consider amending the site plan to address some of the oppositions' concerns. He suggested that the developers meet with some of the property owners and try to work on a compromise.

Mr. Patton asked for a break to meet with his clients. After returning, he asked that the request be tabled.

Mr. Coleman made a motion to table the request. Mr. Davis seconded the motion. The remaining members voted in favor of the motion.

TABLED

REMOVE FROM TABLE. Z-19-14: A 1.348-acre tract of land, being a part of Lots 3 and 4, Block 1, Carrie D. Hart's First Addition located in the Thomas Price HRS, A-466, located at 1703 North Bishop Road. Office to Commercial, Curt Green, dba Green, Herrington and Howell, applicants.

Mr. Curt Green explained that he currently owns this vacant tract along the loop and is requesting rezoning from Office to Commercial. He stated that the proposed use is a truck parking area. He added that the purchaser's wife owns the business directly to the north of this property that will also be used as an office for this proposed new business. Mr. Green stated that he has worked with TXDOT about access to this property.

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

RECOMMENDED FOR APPROVAL

S-711: Specific Use permit to allow permanent cosmetics and microblading in a tenant space at 4064 Summerhill Square, being on a 3.16-acre tract of land (49D) in the MEP & P HRS, A-421. Alan Schimming, applicant. Patty Lynn, agent.

Ms. Patty Lynn explained that she currently owns a beauty salon in this tenant space and is now wanting to also do permanent cosmetics and microblading at the salon.

Mr. Boyette made a motion to approve the request. Mr. Larkins seconded the motion. Members voted unanimously for approval of the motion.

RECOMMENDED FOR APPROVAL

S-712: Specific Use Permit to allow a billboard on a 25' x 45' strip of leased land (0.026 acres) at 2703 Richmond Road, being part of a 0.704-acre tract of land (Tract 79) in the George Brinlee HRS, A-18. Elvin Fenton, applicant. Chad Shipp, Shipp Outdoor, LLC, agent.

Mr. Chad Shipp explained that this request is to allow an 8' x 24' (192 sq. ft.) two-sided digital billboard at this location. He stated that the billboards along the interstate are 672 square feet in size. This is a much smaller sign.

Dr. Elvin Fenton stated that he has had a business sign at this same location similar in size to the proposed billboard for many years that has been taken down. He added that he is trying to keep it local and added that all signage is moving to digital.

Ms. Susan Cogell, owner of the business at 2801 Richmond Road north of this property, presented a petition in opposition to the proposed billboard. She stated that she feels that a billboard would be very distracting for drivers in this very congested area of Richmond Road and create more wrecks in this area. She stated that there are already a large number of signs on Richmond Road and added that a billboard just does not belong in this area. She stated that she is also concerned that the billboard will block the visibility of her existing signage. Ms. Cogell added that Mr. Shipp had approached her about the possibility of leasing her property for the billboard location.

Mr. Orr stated that the City had also received a letter in opposition to this request for a billboard from Harmony Food Services. This company owns the property directly to the west of the proposed billboard site and have stated that they have possible future plans to build a Panera Café at this location.

Ms. Cogell added that Mr. Shubert with Harmony Food Services had also signed her petition. (It was determined that the petition was signed by more than 20% of the landowners within 200' of the billboard site, therefore requiring a ¾ vote by the City Council for approval).

Mr. Joyce stated that the billboards that Mr. Shipp has upgraded at the Meineke and Nash locations along the interstate have been very successful. He added that the tradition has been to only allow billboards along the interstate and loop corridors. He asked if the City had a stance on this type signage (billboards) off the interstate.

Mr. Orr stated that there is no specific policy in place as to where billboards are allowed but pointed out a TXDOT map that was included in the packet that shows billboards to be mostly located along the interstate and loop corridors. He added that he is aware of other billboards on interior streets that are not shown on this map.

Mr. Joyce stated that he feels a policy should be put in place for billboards and added that he is concerned about setting a precedent if this billboard is allowed.

Mr. Fenton pointed out that he had spent a lot of time and money on this project and stressed that all advertising would be for local owners. He added that the application meets city requirements to allow a billboard at this location.

There was more discussion among Commission members about holding a workshop to discuss billboards. Mr. Joyce asked staff to set up a joint workshop with City Council to discuss billboard policy. Mr. Joyce asked if the applicant would like to table the request until after the workshop. Mr. Joyce explained that if the request is denied, it would be one year before it could be resubmitted.

Mr. Fenton asked for a vote.

Mr. Boyette, Mr. Davis and Mr. Larkins voted in favor of the billboard. Mr. Coleman and Dr. Northam voted against it. Mr. Merrill abstained from voting. There being a majority vote, the request was approved.

RECOMMENDED FOR APPROVAL

Z-19-17: Lot 6, Block 1, Two Streets Addition, located in the 3500 block of Waco Street. Single-Family-2 to Commercial. LBP O-Zone Investments, LLC, applicant. Kayla Wood, MTG Engineers and Surveyors, agent.

Ms. Kayla Wood, representing Brady Paddock, who owns this lot and the lot directly to the west explained that this request is for rezoning from Single Family-2 to Commercial to allow an RV or boat storage lot. The property to the west is zoned Industrial and may be used as part of the proposed project. Ms. Wood stated that rezoning this lot to Commercial would act as a buffer between the Industrial zoned properties to the west and the residential properties to the east.

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

RECOMMENDED FOR APPROVAL

Consider approval of September 3, 2019 Minutes

Mr. Coleman made a motion to approve the Minutes. Mr. Merrill seconded the motion. Members voted unanimously for approval.

RECOMMENDED FOR APPROVAL

There being no further business, the meeting was adjourned.

Gene Joyce, III, Chairman

Debbie Burk, Secretary

Attachment: 10-7-19 P & Z Minutes (2186 : Consider approval of 10-7-19 & 10-21-19 Minutes)

**MINUTES
JOINT WORKSHOP MEETING
PLANNING AND ZONING COMMISSION
AND CITY COUNCIL
CONFERENCE ROOM
2ND FLOOR, TEXAS MUNICIPAL BUILDING
220 TEXAS BOULEVARD, TEXARKANA, TEXAS
MONDAY, OCTOBER 21, 2019
12:30 P.M.**

A joint workshop meeting of the Planning and Zoning Commission and City Council of the City of Texarkana, Texas was held on Monday, October 21, 2019 at 12:30 p. in the Conference Room, 2nd floor, Municipal Building, 220 Texas Boulevard, Texarkana, Texas with the following persons present:

PLANNING AND ZONING COMMISSION MEMBERS:

Mr. Gene Joyce, III, Chairman
Mr. Tom Coleman
Mr. Jay Davis
Ms. Dianna Patterson Kinsey

CITY COUNCIL MEMBERS:

Mr. Bob Bruggeman, Mayor
Mr. Bill Hart

CITY STAFF:

Ms. Shirley Jaster, City Manager
Mr. David Orr, Director of Planning and Community Development
Ms. Mashell Danie, Director of Inspections and Code Enforcement
Ms. Debbie Burk, Zoning Administrator
Ms. Laura Puckett, Administrator Coordinator

Mr. Joyce called the meeting to order at 12:30 p.m. This joint meeting was called to discuss setting new guidelines for off-premise billboards.

Mr. David Orr provided a copy of the City's existing billboard regulations. He explained stated that a decision could be made to allow or ban billboards within the city or to only allow them along certain corridors as was done with CEVMS signage. He stated that staff currently has a practice in place of mostly allowing billboards along the interstate and loop corridors, but no actual written policy is in place. Mr. Orr stated that discussion and possible action was also needed on how to handle existing billboards and whether to allow conversion or upgrades.

Mr. Orr provided a copy of a TXDOT map that shows 41 existing billboards along the interstate and loop corridor. He that there are other nonconforming billboards that are not shown on the map. He added that TXDOT has different guidelines than the City.

Mr. Orr provided a list of "Texas Certified Cities" and explained that this is a list of Texas cities that do not follow the state process but are handled by the City.

Mr. Orr provided a "Sample Sign Ordinance-Billboards" FORM that was done by the Scenic Texas Group from the Houston area that provides sample wording for proposed new

billboard/sign ordinance. He added that this Ordinance could be used as a template. See attachments.

Mr. Orr lastly provided a list of 386 cities that have completely banned billboards.

Ms. Mashell Daniels presented a power point presentation on billboards and the maintenance of billboards.

There was discussion about the possibility of the City requiring annual inspections and annual permit fees.

There was discussion about how to proceed on working on a new billboard ordinance. Mr. Joyce asked that staff get copies of existing ordinances from similar cities such as Tyler, Longview and Shreveport and provide copies of the ordinances at the next joint meeting. Mr. Joyce also asked staff to invite billboard companies to attend the next meeting.

The meeting was then adjourned.

Gene Joyce, III, Chairman

Debbie Burk, Secretary