



Chad Mees, Mayor
Jackie Ivicic, Mayor Pro-Tempore
Vacant, Council Member
Ruth Diaz, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

NOTICE AND AGENDA OF A CALLED MEETING OF THE CITY COUNCIL OF THE CITY OF BARTLETT, TEXAS

Notice is hereby given that the City Council of the City of Bartlett, Texas will hold a

Public Hearing – PLANNING & ZONING CALLED MEETING

Immediately following the Regular Called Meeting at 6:00 pm

Monday, July 13th, 2026
Bartlett City Hall
140 W Clark Street, Bartlett, TX 76511

For citizen comments, please contact Brenda Kelley, City Secretary at (municipalcourt@bartlett-tx.us).

CALL TO ORDER, DECLARE A QUORUM, PLEDGE OF ALLEGIANCE, AND INVOCATION

CITIZENS COMMUNICATION

(The City Council welcomes public comments on items not listed on the agenda. However, the Council cannot respond until the item is posted on a future meeting agenda. Public comments are limited to 3 minutes.)

PUBLIC HEARINGS / ORDINANCES

1. Public Hearing
 - a. Open a public hearing to consider a request for a special exemption related to a zoning change for the property located at 241 E. Jackson St. Bartlett, Texas Parcel ID: R007586 from zone B-3 to zone R-4.
2. Action/Discussion
 - a. Discuss, review and take any necessary action to consider a special exemption related to a zoning change for the property located at 241 E. Jackson St, Bartlett, Texas, Parcel ID: R007586 from zone B-3 to zone R-4.

FUTURE AGENDA ITEMS

ADJOURN

All items listed on the agenda are eligible for discussion and/or action. The City Council reserves the right to retire into executive session at any time during the course of this meeting to deliberate any of the matters listed, as authorized by Texas Government 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about gifts and donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.086 (Economic Development). All final deliberations and actions of the governing body shall be held in an open meeting as required by Texas Government Code 551.102.

Potential Notice of Quorum

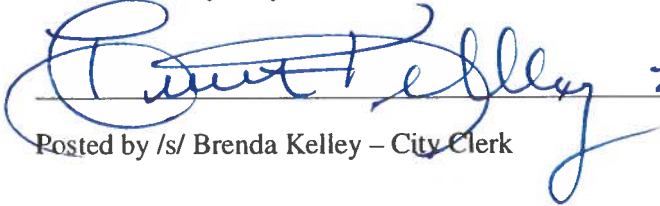
The Planning and Zoning Commission may be present at this meeting.



Chad Mees, Mayor
Jackie Ivicic, Mayor Pro-Tempore
Vacant, Council Member
Ruth Diaz, Council Member
Jesse Luna, Council Member
Tom Zimmer, Council Member

I certify this agenda was posted, pursuant to Texas Government Code 551.043, at least 72 hours prior to the commencement of the meeting in accordance with the Texas Open Meetings Act.

Posted Tuesday, July 7th, 2026 at or before 6:00 P.M.

 7-7-26

Posted by /s/ Brenda Kelley – City Clerk

26-00043-01

Zoning Change/Variance/Conditional Use Application



Instructions:

- Fill out the application and checklist completely prior to submission.
- Use the most recent application from the City's Website or obtain through City Hall.
- City Ordinances can be obtained at City Hall or by emailing Development Services at Permitclerk@bartlett-tx.us

Submittal Requirements:

- Completed application form with owner's original signature
- Tax map(s) highlighting the subject property and showing the line extending 200 feet from property. — List of property owners' names and addresses from the county appraisal district (www.wcad.org or <http://belcad.org/>) within 200 feet of the perimeter of the tract (include the tract being re-zoned) and
- One set of mailing labels for notification of adjacent owners from (b) above.
- The Public Hearing Signage document at the end of this checklist is signed and dated.
- Letter of intent explaining requested zoning change. Include statements supporting request.
- Field notes, dimensioned map or subdivision name with lot and block describing all proposed zoning districts.
- Prepare an 8 1/2" x 11" hard copy color map including the area of the requested zoning change and surrounding areas within 1,000'. The zoning map can be found at bartlett-tx.us under planning & development tab. Draw the boundary of your request on the maps with a black marker and label the zoning district(s) requested.
- A physical description of the property including slopes or other topographic conditions, tree cover (extent and type), waterways, existing structures and any unique features of the site.
- Copy of the deed showing current ownership.
- Tax certificates or other evidence that all applicable property taxes have been paid for the subject property.
- Rezoning Fees (calculation listed below).

\$350.00 (Zoning Change)	\$ <u>350</u>
\$175.00 (Variance)	\$ _____
\$175.00 (Conditional Use)	\$ _____
TOTAL FEE (due at time of application submission):	\$ <u>350</u>

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____

Date: _____

Date of Planning & Zoning Commission: Date of _____

City Council: _____

PROPERTY INFORMATION:

Property Address:

241 E. JACKSON STREET

Property Acreage:

0.32 acre

Legal Description:

County Short ID #:

Current Zoning:

COMMERCIAL

Proposed Zoning:

RESIDENTIAL**APPLICANT INFORMATION:**

PLEASE NOTE: The signature of the owner authorizes the City of Bartlett staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. The agent shall be considered the official and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent

(Check One):

☐ the owner, will represent this application with the City of Bartlett

☐ the owner, hereby authorize the person named below to act as my agent in processing this application with the City of Bartlett

OWNERSHIP INFORMATION:PROPERTY OWNER: SACHIN SINGHAL & RASHMI SINGHALPhone: 512 221 7529

FAX:

(If Property ownership is in the name of a partnership, corporation, joint venture, trust, or other entity, please list the official name of the entity and the name of the managing partner)

ADDRESS: 241 E. JACKSON STREETCITY: BARTLETTSTATE: TX ZIP: 76511EMAIL: RASHMI GUPTA PS@gmail.com

CELL:

SACHIN SINGHAL PS@gmail.com

I hereby request that my property, as described above, be considered for a Minor Plat and I give City Staff and elected or appointed representative's permission to visit the site described in this application:

Owner's Signature:

Rashmi

Date:

4/24/2026**AGENT INFORMATION:**

If an agent is representing the owner of the property, please complete the following information:

Project Agent:

Phone:

FAX:

ADDRESS:

CITY:

STATE:

ZIP:

EMAIL:

CELL:

PAGER:

I hereby authorize the person named above to act as my agent in processing this application.

Owner's Signature:

Date:

I hereby attest that I prepared this application/checklist and that all information shown herein is correct and complete to the best of my knowledge.

Signature RashmiPrinted Name RASHMI SINGHALDate 4/24/2026

PUBLIC HEARING SIGNAGE REQUIREMENTS

I, RASHMI SINGHAL, AGREE TO POST PUBLIC NOTICE SIGNAGE IN ACCORDANCE WITH THE FOLLOWING RULES (AN AFFIDAVIT IS ENCLOSED).

Rashmi
Signature

RASHMI SINGHAL
Name (printed)

04/24/2026
Date

The applicant is required to place notification signs on the property in question notifying the public of the dates and times of the Planning & Zoning meeting and the City Council meeting. These signs must be visible on the property for both meetings. Signs must be placed on the property at least 15 days prior to the meeting date, but not more than 30 days prior to the first meeting and shall remain until after the last public meeting date.

The yellow public hearing signs are to be posted on the subject property adjacent to all roadways at each corner of the development and at intervals not to exceed 300 feet. Please write the following information on the yellow signs in black, waterproof ink with letters a minimum of 1-1/2" tall, approximately 3/8 of an inch thick, and legible.

Proposed 'PROJECT TYPE' (i.e., Concept Plan, Preliminary Plat, Re-Zone, Special Use Permit, Variance) FOR 'PROJECT NAME & FILE # – SPECIFIC REQUEST' PUBLIC HEARING DATES/TIMES:

The owner or owner's agent is required to sign the attached affidavit indicating that signs will be posted in accordance with these Public Hearing Signage Requirements. Staff will check to determine if the signage is posted in accordance with requirements. Failure to post public hearing signage in accordance with requirements will result in invalid public notice and the applicant will be required to pay for new public notices, letter notices and signage fees and proceed through the notification again.

<i>Do Not Write Below – Staff Use Only</i> SIGNS ARE TO BE POSTED NO EARLIER THAN: _____ SIGNS ARE TO BE POSTED NO LATER THAN: _____ PLANNING & ZONING MEETING IS: _____ CITY COUNCIL MEETING IS: _____



▼

Search

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Parcels: R007586

Parcel Identification Number	R007586
Owner	SACHIN SINGHAL & RASHMI SINGHAL TRS OF THE A VSINGHALS TRUST
Site Address	241 E JACKSON ST, BARTLETT, TX 76511
Deed Acres	
Abstract	S3160 - Bartlett City Of
Entities	CAD,CBA,GWI,RFM,SBA,W01
Book	
Page	
Instrument Number	2024030344
Map Name	2-4094
WCAD Search	More info





Planning & Zoning Notice

June 10, 2026

Chavez & Jimenez LLC

52 County Road 408

Taylor, TX, 76574

Subject: Notice of Public Hearing for Special Exemption Consideration

Dear Chavez & Jimenez LLC,

The City of Bartlett Planning & Zoning Commission will hold a public hearing to consider a request for a special exemption related to a zoning change for the property located at **241 E. Jackson St., Bartlett, Tx 76511, Parcel ID: R007586.**

Project Summary



Request Made: Zoning change

Current Zoning: B-3

Applicable Ordinances: Sec. 9.02.036

Project Description:

This project is seeking a zoning change from the allowed uses under B-3, General Business, to R-4, Restricted One Family.

This hearing is scheduled as follows:



Date: July 13, 2026



Time: 6:00 P.M.



Location: 140 W. Bell Street, Bartlett, Texas

In compliance with Texas Local Government Code 211 and Bartlett Code of Ordinance Section 9.02.103, you are being notified of the Planning & Zoning Board's possible action.

As a property owner of lot number in the 200ft. vicinity of the proposed exemption, you are invited to attend the meeting and participate in the public hearing. Your input is valuable, and we encourage you to share any comments, concerns, or support regarding this matter.

If you have any questions or need additional information, please contact Adrian Flores at cityadmin@bartlett-tx.us.

If you would like to write to the Planning & Zoning Commission members, the following is their contact information:

- Mayor, Chad Mees: mayor@bartlett-tx.us
- Council Member Place 1
- Council Member Place 2, Jesse Luna: jesse.luna@bartlett-tx.us
- Council Member Place 3, Jackie Ivicic: jackie.ivicic@bartlett-tx.us
- Council Member Place 4
- Council Member Place 5, Tom Zimmer: tom.zimmer@bartlett-tx.us

We appreciate your time and engagement in shaping the future of our community.

Sincerely,

Adrian Flores

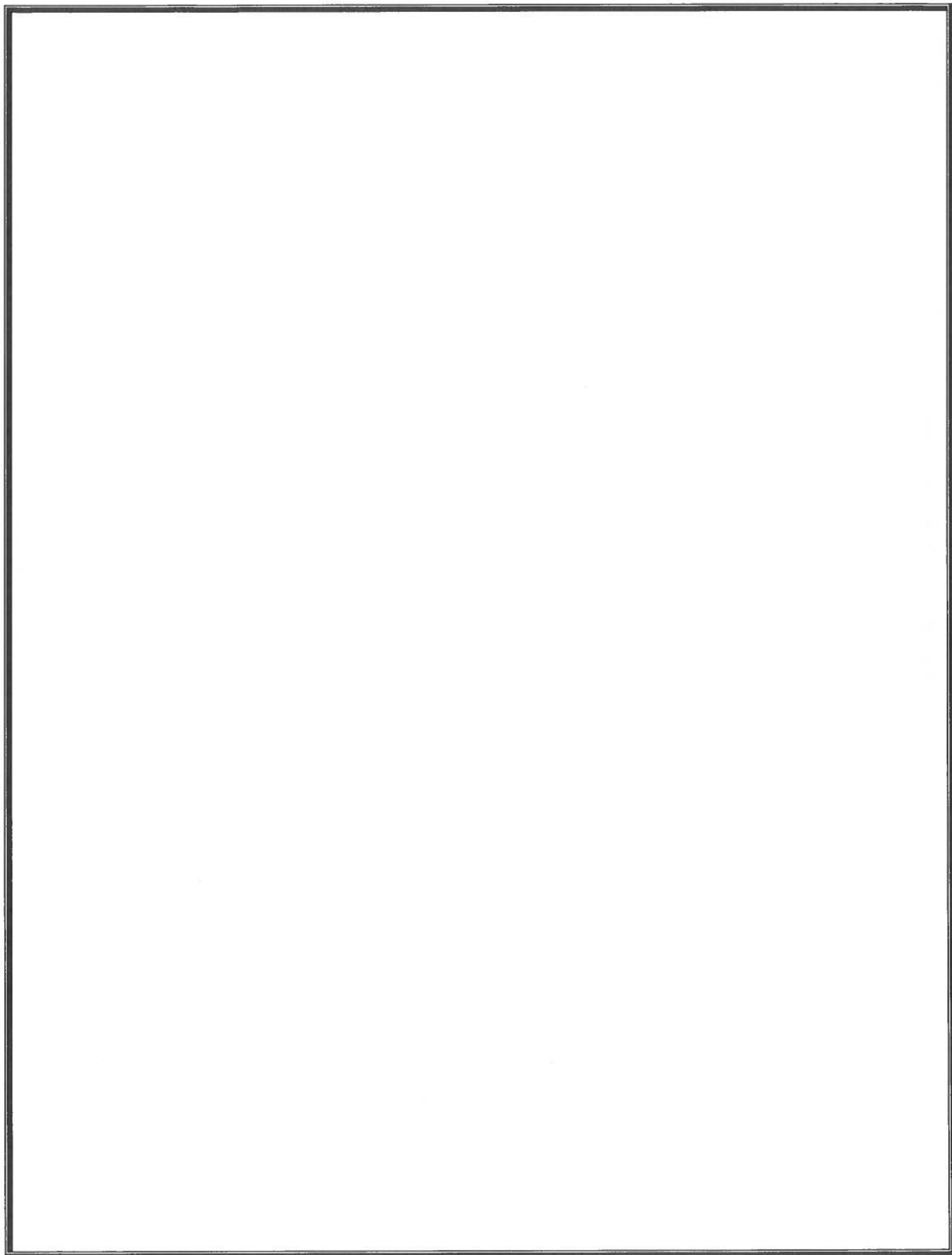
City Administrator

City of Bartlett

140 W. Bell Street

Bartlett, Texas

254-527-3219



Notice is hereby given to all interested persons that:

The City of Barlett Planning and Zoning Commission shall hold a public hearing to consider a zoning change for a parcel designated B-3, General Business, to an R-4, Restricted One Family, lot. The property is located at 241 E. Jackson St., parcel R007586, in Bartlett, Texas.

The public hearing will be held in the City of Bartlett Town Hall, 140 W. Clark Street, Bartlett TX, on Monday, July 13, 2026, at 6:00 P.M.