



# City of Keller

## Planning & Zoning Commission

### Agenda

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
[www.cityofkeller.com](http://www.cityofkeller.com)

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Tuesday, April 22, 2025

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#### **PRE-MEETING BRIEFING 6:30 P.M.**

##### **A. CALL TO ORDER - Chairman Paul Alvarado**

##### **B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on April 15, 2025.](#)

##### **C. DISCUSS AND REVIEW AGENDA ITEMS**

##### **D. ADJOURN**

#### **REGULAR MEETING 7:00 P.M.**

##### **A. CALL TO ORDER – Chairman Paul Alvarado**

##### **B. PLEDGES TO THE FLAGS**

1. Pledge to the United States Flag
2. Pledge to the Texas Flag - "Honor the Texas Flag: I pledge allegiance to Thee, Texas, one State under God, one and indivisible."

##### **C. PERSONS TO BE HEARD**

This is a time for the public to address the Commission on any subject. However, the Texas Open Meetings Act prohibits the Commission from discussing issues which the public has not been given seventy-two (72) hours' notice. Issues raised may be referred to City Staff for research and possible future action. Each speaker will be allowed three (3) minutes to speak.

##### **D. CONSENT**

1. [Consider the minutes of the April 8, 2025 Planning and Zoning Commission Meeting.](#)

##### **E. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for an existing 1,080 square-foot detached accessory structure, with a variance to encroach the rear setback, on approximately 0.91 acres, on the south side of Summer Breeze Court, approximately 1,780 feet southwest from the Summer Lane and North Pearson Lane intersection, legally described as Lot 31, Block 2 of the Summer Ridge Estates Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 1401 Summer Breeze Court. Matthew and Jordan Fleetwood, Owner/Applicant.](#)

(SUP-2503-0015)

2. PUBLIC HEARING: Consider a request for a Specific Use Permit (SUP) for Jade Beauty Collective, a medical spa, to be located in an approximately 1,121 square-foot building, on 0.18 acres located on the south side of Taylor Street, approximately 165 feet southeast of the intersection of South Main Street and Taylor Street, legally described as Lot 2A 3B & 3C, Block 11 of the Keller City Addition, zoned Old Town Keller (OTK) and addressed 116 Taylor Street. Jessica Hunter, Applicant. DBN Properties INC, Owner. (SUP-2503-0016).
3. Consider four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 63 of the Highland Terrace Mobile Home Park, being approximately 0.16-acres, situated on the east side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1721 Highland Drive West. (UDC-2503-0003)
4. Consider four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 62 of the Highland Terrace Mobile Home Park, being approximately 0.16-acres, situated on the east side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1725 Highland Drive West. (UDC-2503-0002)
5. Consider a variance request for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 20 feet in lieu of the required 25 feet, on the property legally described as Lot 41 of the Highland Terrace Mobile Home Park, being approximately 0.17-acres, situated on the west side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater (SF-36), and addressed as 1827 Highland Drive East. (UDC-2503-0004)
6. PUBLIC HEARING: Consider a request to approve amendments to the City of Keller Unified Development Code (UDC), adopted by Ordinance No. 1746 dated July 7, 2015, and the City of Keller Code of Ordinances, by amending Article Five - Subdivision Design and Improvement Requirements, relating to regulations for Points of Access; providing penalties; authorizing publication; and establishing an effective date. (UDC-2504-0006).

## **F. OLD BUSINESS**

1. PUBLIC HEARING: Consider a request to approve amendments to the City of Keller Unified Development Code (UDC) , adopted by Ordinance No. 1746 dated July 7, 2015, by amending Article Three - Definitions, Article Eight - Zoning Districts and Article Nine -

[Development Standards, and by amending the City of Keller Code of Ordinances Sec. 3-100 - Definitions and Sec. 3-430, relating to regulations for horses and horse boarding; providing penalties; authorizing publication; and establishing an effective date. \(UDC-2503-0005\)](#)

## G. ADJOURN

### **CITY OF KELLER MISSION STATEMENT**

*We commit to preserving a safe, informed and vibrant community of quality neighborhoods, thriving businesses and natural beauty by setting the standard for municipal engagement, collaboration, service and innovation.*

### **CERTIFICATE**

*I hereby certify that the above notice is posted, per the Open Meetings Law, Texas Government Code, Chapter 551, on the official bulletin board at Keller Town Hall, 1100 Bear Creek Parkway, on Thursday, April 17, 2025 at 5:00 p.m.*

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Sarah Hensley, Director of Community Development

***Persons with disabilities who plan to attend this public meeting and who may need auxiliary aid or services are requested to contact the ADA Coordinator 48 hours in advance, at 817-743-4041, and reasonable accommodations will be made for assistance.***