



City of Keller

Planning & Zoning Commission

Meeting Minutes

Keller Town Hall
1100 Bear Creek Parkway
Keller, TX 76248
817-743-4000
www.cityofkeller.com

Tuesday, December 10, 2024

PRE-MEETING BRIEFING 6:30 P.M.

A. CALL TO ORDER - Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 6:35 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman
John Baker, Vice-Chairman
Erin Pfarner
Ross Brensinger
Bill Schlegel
John Scott
Michelle Sandoval Cabanas
Deborah Johnson (Non-voting)

The following Commission Members were absent:

Erik Leist

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Barte; Planner I Alexis Russell; Planner I Calvin Eddleman and Planning Technician Kaleena Stevens

B. ADMINISTRATIVE COMMENTS

1. [Briefing regarding City Council action on December 3, 2024.](#)

CDD Hensley gave a brief recap of the December 3, 2024 City Council meeting.

C. DISCUSS AND REVIEW AGENDA ITEMS

Item E-1: Planner Eddleman gave brief background on the Specific Use Permit (SUP) request for 8910 Indian Knoll Trail. There was discussion among the Commission and Staff regarding the proposal.

Item E-2: Planner Russell gave brief background on the SUP request for 540 Keller Pkwy, Suite A.

Item E-3: Planner Eddleman gave brief background on the SUP request for 1580 Keller Pkwy, Unit 50C.

Item E-4: CDD Hensley gave brief background on the Planned Development (PD) Amendment for Greenway Park. The proposal was discussed among the Commission and the Staff.

D. ADJOURN

Chairman Alvarado adjourned the pre-meeting at 7:03 p.m.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 7:09 p.m.

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.

Chairman Alvarado invited the public to speak on any topic. No member of the public came forward to speak.

D. CONSENT

1. [Consider the minutes of the November 26, 2024 Planning and Zoning Commission Meeting.](#)

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Erin Pfarner, to approve the minutes of the November 26, 2024 Planning and Zoning Commission Meeting. The motion carried unanimously.

E. NEW BUSINESS

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) with a variance to encroach the setback requirement for an approximately 4,608 square-foot accessory structure, on an approximately 5.09 acre lot, located approximately 2,000 feet south of the intersection of Bear Creek Parkway and Berkshire Hill Drive, legally described as Lot 3, Block A of the Hive Riot Honey Addition, zoned Single-Family Residential - 36.000](#)

square-foot lots (SF-36), and addressed 8910 Indian Knoll Trail. Matthew Burton, Applicant. Hive Riot Honey Company LLC, Owner. (SUP-2411-0016)

Planner Eddleman gave a presentation on the SUP request with a variance for Hive Riot Honey Company to encroach the setback requirement.

Chairman Alvarado opened the public hearing.

The Applicant, Matthew Burton (8910 Indian Knoll Trail) joined via Zoom.

A motion was made by Commissioner Erin Pfarner, seconded by Commissioner Ross Brensinger, to close the public hearing. The motion carried unanimously.

The Commission and Applicant discussed the proposed structure's setback, existing trees, and land topography. Chairman Alvarado discussed a neighbor's letter of support and the history of the prior SUP request. He asked CD Bartee to clarify engineering details, to which CD Bartee assured that more information would be forthcoming.

A motion was made by Chairman Paul Alvarado, seconded by Vice-Chairman John Baker, to recommend approval of Item E-1 as presented. The motion carried by the following vote:

AYE-6: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner John Scott; Commissioner Erin Pfarner; Commissioner Bill Schlegel, Commissioner Michelle Sandoval Cabanos

NAY-1: Commissioner Ross Brensinger

2. PUBLIC HEARING: Consider a request for a Specific Use Permit (SUP) for Typewriter Justice, to operate a retail store with used goods and merchandise sales, located in an existing 725 square-foot lease space on approximately 1.65 acres, located on the south side of Keller Parkway, on the southwest corner of Keller Parkway and Navajo Drive, legally described as Block 1, Lot A3R1A & A3R2A of the Indian Meadows Addition, zoned Retail and addressed 540 Keller Parkway, Suite A. Navajo Center LP, Owner. Charles Justice, Applicant. (SUP-2411-0017)

Planner Russell gave a presentation on the SUP request for Typewriter Justice, to sell used goods.

The Applicant, Charles Justice (540 Keller Pkwy) spoke to his proposal.

Chairman Alvarado opened the public hearing.

A motion was made by Vice-Chairman John Baker, seconded by Commissioner Ross Brensinger, to close the public hearing. The motion carried unanimously.

Chairman Alvarado led a discussion with the Applicant regarding the history of his business.

A motion was made by Commissioner Ross Brensinger, seconded by

Commissioner Erin Pfarner, to recommend approval of Item E-2 as presented. The motion carried unanimously.

3. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Monster Mini Golf, to operate an Indoor Entertainment Facility in a 13,800 square-foot lease space in an existing multi-tenant building on 6.03 acres, located on the south side of Keller Parkway, at the southeast corner of the Keller Parkway and Keller Smithfield Road - South intersection, legally described as Lot 6R2, Block A of the Keller Crossing Addition, zoned Retail - PD - 1685 and addressed 1580 Keller Parkway, Unit 50C. JAHCO Keller Crossing, LLC, Owner. Brook Long, Applicant. \(SUP-2411-0018\)](#)

Planner Eddleman gave a presentation on the SUP request for Monster Mini Golf, to operate an indoor entertainment facility.

The Applicant, Holly Hernandez, stated that she was available for questions.

Chairman Alvarado opened the public hearing

David Foley, 1542 Wayside Dr., spoke to his concerns about the proposed use and stated that there was a history of noise issues with another business that shares the same parking lot.

A motion was made by Commissioner Ross Brensinger, seconded by Vice-Chairman John Baker, to close the public hearing. The motion carried by the following vote:

AYE-6: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Ross Brensinger; Commissioner Erin Pfarner; Commissioner Bill Schlegel; Commissioner Michelle Sandoval Cabanos

NAY-1: Commissioner John Scott

There was discussion among the Commission and the Staff with the Applicant regarding noise mitigation and hours of operation at the facility. The Applicant clarified the hours of operation and their plans to mitigate noise & light pollution concerns. Further discussion was held regarding the anticipated occupancy levels, security concerns and the future maintenance plans for the site.

A motion was made by Paul Alvarado, seconded by Commissioner Ross Brensinger, to recommend approval of Item E-3 as presented. The motion carried unanimously.

4. [PUBLIC HEARING: Consider a request for a Planned Development \(PD\) amendment for Greenway Park, related to the Garage Requirements section of the PD Development Standards, on approximately 35 acres, located on the east side of U. S. Hwy. 377, at the intersection of U. S. Hwy. 377 and Park Avenue, legally described as Lots 1-16X, Block A, Lots 1-8, Block B, Lots 1-18X, Block C, and Lots 1X-3X, Block D of the Greenway Park Addition and zoned Planned Development - Single-Family Residential 20,000 square-foot](#)

[lots. Richard J. Gibson, Owner. Mark Weatherford, Applicant. \(ZONE-2411-0008\)](#)

CDD Hensley gave a presentation on the PD Amendment for Greenway Park.

The Applicant Greg Wright, 8445 Shady Grove, gave a presentation on behalf of his proposal.

Chairman Alvarado opened the public hearing.

A motion was made by Commissioner Ross Brensinger, seconded by Chairman Paul Alvarado, to close the public hearing. The motion carried unanimously.

There was discussion among the Commission and the Applicant regarding the design quality of the proposed homes, considering approval on the condition that the language regarding garage standards and sizes within the PD development standards be revised, and the design of the proposed J-Swing garages.

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Bill Schlegel, to recommend approval of Item E-4 with the condition that Garage Requirements section of the PD Development Standards be revised. The motion carried unanimously.

F. ADJOURN

Chairman Alvarado adjourned the meeting at 8:08 p.m.

Chairperson

Staff Liaison