



**City of Keller**  
**Planning & Zoning Commission**  
**Meeting Minutes**

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

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**Tuesday, December 9, 2025**

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

**A. CALL TO ORDER - Chairman John Baker**

Chairman Baker called the meeting to order at 6:32 p.m.

The following Commission Members were present:

John Baker, Chairman  
Erin Pfarner  
Bill Schlegel  
John Scott  
Ross Brensinger  
Michelle Sandoval Cabanas  
Deborah Johnson  
Andrew Young (Non- Voting)

The following Commission Members were absent:

Erik Leist

Staff present included Director of Development Services (DDS) Sarah Hensley; City Engineer Chad Barteel; Planner II Alexis Russell; Planner I Calvin Eddleman; Planner I Ethan Flanders, and Planning Technician Kaleena Stevens.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on December 2, 2025.](#)

Chairman Baker introduced Commissioner Andrew Young.

DDS Hensley gave a brief recap of December 2, 2025 City Council meeting.

**C. SELECT A VICE-CHAIRPERSON**

To provide adequate time for researching the qualifications for the Vice-Chairperson role, the Commission decided to postpone the decision until the next Planning & Zoning Commission meeting on January 13, 2026.

**D. DISCUSS AND REVIEW AGENDA ITEMS**

Item E-1: Planner Eddleman gave brief background on the Specific Use Permit (SUP)

request for 715 Barbara Lane. There was a brief discussion focused on similar past approved requests, anticipated future SUP requests by the Applicant, and the City's ability to enforce the demolition of the existing home after completing the new one.

Item E-2: DDS Hensley gave brief background on the two year SUP extension request for Frost Bank at 1231 Keller Pkwy.

Item E-3: DDS Hensley gave brief background on the site plan amendment with one variance request for Frost Bank at 1231 Keller Pkwy. There was a brief discussion surrounding the parking requirements for the site.

Item E-4: Planner Flanders gave brief background on four variance requests for 1724 Highland Drive West.

Item E-5: Planner Zimmerman gave brief background on the variance request for 144 College St. There was a brief discussion regarding the history of lot coverage for nearby properties and the assessment of property values by the Tarrant County Appraisal District (TAD). It was clarified that the request to increase lot coverage would not affect the setbacks.

## **E. ADJOURN**

Chairman Baker adjourned the pre-meeting at 7:00 p.m.

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

### **A. CALL TO ORDER – Chairman John Baker**

Chairman Baker called the meeting to order at 7:07 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 three business days' 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 Baker 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 25, 2025 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 25, 2025 Planning and Zoning Commission Meeting. The motion carried unanimously.**

**E. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) to use the existing 2,101 square foot home as a temporary accessory dwelling unit while constructing a new home, on approximately 2.83 acres, located on the north side of Barbara Lane, approximately 1,350 feet west from the intersection of Barbara Lane and Rufe Snow Drive, legally described as Lot 5A, Homesite, of the Black Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 715 Barbara Lane. Douglas Stamps, Applicant/Owner. \(SUP-2511-0049\)](#)

Planner Eddleman gave a presentation on the SUP request for 715 Barbara Lane.

The Applicant, Douglas Stamps, was in attendance.

Chairman Baker opened the public hearing. No one came forward to speak.

**A motion was made by Commissioner John Scott, seconded by Commissioner Erin Pfarner, to close the public hearing. The motion carried unanimously.**

There was a discussion about the future occupants of the property, with the Applicant stating that their son and his family would be the only residents upon completion of the build.

**A motion was made by Commissioner John Scott, seconded by Commissioner Michelle Sandoval Cabanas, to recommend approval of Item E-1, as presented. The motion carried unanimously.**

2. [PUBLIC HEARING: Consider a request for a two-year extension of the Specific Use Permit \(SUP\) approved on December 3, 2024 for Frost Bank, to allow the Applicant additional time to complete the required development steps to receive a building permit, on the property legally described as Lot 1, Block A of the Bomac Addition \(recently platted and not available yet via Tarrant Appraisal District website; property is a portion of Abstract No. 28 Pamela Allen Survey in the City of Keller\), being 1.24-acres, located on the north side of Keller Parkway at the Keller Parkway and Country Brook Drive intersection, zoned Town Center \(TC\) and addressed as 1231 Keller Parkway. Priya Acharya, Wier & Associates, Inc., Applicant. Bomac Keller 1709, LLC, Owner. \(SUP-2510-0046\)](#)

DDS Hensley gave a presentation on the SUP request for 1231 Keller Pkwy.

The Applicant, Priya Acharya (Weir & Associates), was in attendance.

Chairman Baker opened the public hearing. No one came forward to speak.

During the Public Hearing the power briefly went out. See video.

**A motion was made by Commissioner Brensinger, seconded by Commissioner Schlegel, to close the public hearing. The motion carried unanimously.**

**A motion was made by Commissioner Erin Pfarner, seconded by Commissioner John Scott, to recommend approval of Item E-2, as presented. The motion carried unanimously.**

3. [Consider a request for a Site Plan amendment with one variance for a proposed 7,010 square-foot bank building, on the property legally described as Lot 1, Block A of the Bomac Addition being 1.24-acres, located on the north side of Keller Parkway at the Keller Parkway and Country Brook Drive intersection, zoned Town Center \(TC\) and addressed as 1231 Keller Parkway. Priya Acharya, Wier & Associates, Inc., Applicant. Bomac Keller 1709, LLC, Owner. \(SITE-2510-0017\)](#)

DDS Hensley gave a presentation on the Site Plan amendment request for 1231 Keller Pkwy.

The Applicant, Priya Acharya (Weir & Associates), was present.

There was a discussion between the Commission and the Applicant to clarify the term "vehicle stacking" and the parking requirements for the site.

**A motion was made by Commissioner John Scott, seconded by Commissioner Bill Schlegel, to recommend approval of Item E-3, as presented. The motion carried by unanimously.**

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 07 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1724 Highland Drive West. Mohammad Rahman, Applicant. NIBASH, LLC, Owner. \(UDC-2511-0012\)](#)

Planner Flanders gave a presentation on the variance requests for 1724 Highland Drive West.

**A motion was made by Commissioner Erin Pfarner, seconded by Commissioner Deborah Johnson, to recommended approval of Item E-4, as presented. The motion carried by the following vote:**

**AYE-6: Chairman John Baker; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Deborah Johnson; Commissioner Michelle Sandoval Cabanas; Commissioner Ross Brensinger**

**NAY-1: Commissioner John Scott**

- 5. [Consider a variance request related to maximum main building lot coverage for one lot in the Mays & Sweet Addition, on the property legally described as Lot 20, Block 4 of the Mays & Sweet Addition, being approximately 0.13-acres, located on the west side of College Street, approximately 568 feet southwest from the Keller Parkway and College Street intersection, zoned Single-Family 8,400 square-foot lots or greater \(SF-8.4\), and addressed as 144 College Street. Frank Atherton, Applicant/Owner. \(UDC-2511-0013\)](#)

Planner Zimmerman gave a presentation on the variance request for 144 College Street.

The Applicant, Frank Atherton (525 Sorenson Trl.), was present.

There was a discussion between the Commission and the Applicant about plans for building the spec home, zoning options, and the home's proposed price. Further discussion was held regarding the square footage of nearby homes and the history of the zoning for Single Family 8,400 square foot lots (SF-8.4).

**A motion was made by Commissioner Erin Pfarner, seconded by Commissioner Bill Schlegel, to recommend approval of Item E-5, as presented. The motion carried by the following vote:**

**AYE-6: Chairman John Baker; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Deborah Johnson; Commissioner Michelle Sandoval Cabanas; Commissioner Ross Brensinger**

**NAY-1: Commissioner John Scott**

**F. ADJOURN**

Chairman Baker adjourned the meeting at 8:01 p.m.

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Chairperson

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Staff Liaison