



**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, September 12, 2023**

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

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

Chairman Alvarado called the meeting to order at 6:30 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
John Baker, Vice-Chairman  
Greg Will  
Erin Pfarner  
Erik Leist  
Vernon Stansell (Virtual)  
GiGi Gupta  
Ross Brensinger (Non-voting)

The following Commission Members were absent:

Leslie Sagar

Staff present included Community Development Director (CDD) Sarah Hensley; Planning Consultant (PC) Iván Gonzalez; City Engineer Chad Bartee; Planner I Amber Washington; and Planner I Alexis Russell.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council Action on September 5, 2023.](#)

CDD Hensley gave a recap of the September 5, 2023 City Council meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

D-1: Planner Washington gave brief background on the Final Plat for Wellsgate Terrace addition at 2113 Tranquil Court. Commissioner Brensinger asked why the Applicant was allowed to remove the drainage easement from the existing property. CE Bartee explained that the drainage easement wasn't being removed entirely, just changed. The changes the Applicant requested will have no adverse impacts on the drainage of the property. Commissioner Brensinger asked if a driveway was permitted to be located on the drainage easement. CE Bartee stated yes and clarified that the new driveway will be built with culverts.

E-1: CDD Hensley stated that the Applicant for Item E-1 has requested to withdraw the SUP request.

Chairman Alvarado asked if the Applicant had expressed any intent to bring the request forward in the future. Planner Washington explained that the Applicant is seeking to speak with the neighbors who initially opposed the request before potentially reapplying at a later date.

F-1: No comments.

F-2: PC Gonzalez gave brief background on the Birch PD Amendment. He stated that the request is the same as the one presented before the Planning and Zoning Commission on July 25, 2023. Commissioner Leist asked how the requested rezone would affect Rocky Top Ranch in the future. PC Gonzalez answered that they could continue current horse boarding operations as legal non-conforming at that point. However, any expansion or modification would cause the ranch to have to request a rezone as a Planned Development. Commissioner Will asked about the access easement for the land being removed from the Birch PD, regardless of ownership. PC Gonzalez explained that the Birch and the new property owner would either have to replat to make the lot viable or there would have to be access to the lot one way or another, per state law. Chairman Alvarado clarified that the Commission would not need to add any contingency (that an access easement be provided) to the approval of Item F-2.

**D. ADJOURN**

Chairman Alvarado adjourned the pre-meeting at 6:47 p.m.

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

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

Chairman Alvarado called the meeting to order at 7:00 p.m.

**B. PLEDGES TO THE FLAGS**

**C. PERSONS TO BE HEARD**

No public comments received.

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 approval of a Final Plat of Lot 10-R, Block A-R of the Wellsgate Terrace](#)

addition, being a replat of Lot 10, Block AR, Wellsgate Terrace addition, 1.324 acres of land, located approximately 235 feet from the intersection of Tranquil Court and Wellsgate Lane, zoned Single-Family 36,000 square-foot lots or greater (SF-36) and addressed 2113 Tranquil Court. William Baker, Owner/Applicant. (P-23-0027)

A motion was made by Commissioner Leist, seconded by Vice-Chairman Baker, to approve Item D-1 as presented. The motion carried unanimously.

**E. OLD BUSINESS**

1. Consider a request for a Specific Use Permit (SUP) to operate Mount Christian Academy, a private K-12 school within the existing Mount Gilead Baptist Church, on approximately 7.99 acres located on the west side of Keller Smithfield Road, at the intersection of Keller Smithfield Road and Ottinger Road, legally described as Lot 1, Block A of the Mt. Gilead Baptist Church Addition, zoned Single-Family 36,000 minimum square-foot lots (SF-36) and addressed 860 Keller Smithfield Road. Mt. Gilead Baptist Church, Owner. Karen Otto, Applicant. (SUP-23-0018).

The Applicant has requested to withdraw this SUP request.

There was no discussion or vote taken on Item E-1 since the Applicant had requested to withdraw the SUP request.

**F. NEW BUSINESS**

1. Consider the minutes of the August 22, 2023 Planning and Zoning Commission Meeting.

A motion was made by Commissioner Will, seconded by Vice-Chairman Baker, to approve the minutes of the August 22, 2023 Planning and Zoning Commission Meeting. The motion carried by the following vote:

**AYE: 6 - Chairman Alvarado, Commissioner Will, Commissioner Pfarner, Commissioner Stansell, Commissioner Leist, Commissioner Gupta, Vice-Chairman Baker**

**ABSTAIN: 1 - Commissioner Leist**

2. PUBLIC HEARING: Consider a request to amend an existing Planned Development (PD), for The Birch Racquet and Lawn Club, on the property legally described as Block A, Lot 1 AG of The Birch Addition, being 26.99 acres, approximately 340 feet northwest from the intersection of Keller Smithfield Road and Johnson Road, zoned Planned Development 1822-Single Family Residential-36,000 square-foot minimum lots (PD 1822-SF-36), and addressed as 660 Keller Smithfield Road. Taylor Dent, The Birch Racquet and Lawn Club, Applicant/Owner. (Z-23-0005)

PC Gonzalez gave a presentation on Item F-2, a PD Amendment request for the Birch Racquet and Lawn Club at 660 Keller Smithfield Road.

The Applicant, Taylor Dent, stated that he was available to answer any questions.

Chairman Alvarado opened the Public Hearing.

No public comments received.

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

Commissioner Pfarner asked PC Gonzalez to state how the land being removed from the Birch PD would be accessed. PC Gonzalez clarified that 660 Keller Smithfield is currently one lot and if it were replatted to two lots, then an access easement would be required.

Commissioner Leist asked if the development standards proposed were the same as the PD Amendment brought before the Planning and Zoning Commission on July 25, 2023. PC Gonzalez answered yes. Commissioner Leist stated his inclination to support Item F-2 but encouraged the Applicant to make their final plans clear to everyone.

The Applicant spoke on his perspective regarding the concerns brought by the public during the City Council meeting on August 15, 2023. He stated that he was also surprised by the high volume of opposition from supporters of Rocky Top Ranch.

Vice-Chairman Baker stated his support but asked about the drainage pond. PC Gonzalez and CDD Hensley clarified that there is a drainage pond that will remain a part of the Birch PD.

Commissioner Gupta asked about the one letter of opposition received. The Applicant stated that he was surprised by the change from support to opposition but that he had been in communication with the resident.

Chairman Alvarado spoke about the turnout from Rocky Top Ranch during the August 15, 2023 City Council meeting and how that affected his vote. Chairman Alvarado stated that any changes to the horse boarding operation would have to be brought forward as a zoning change. He mentioned that staff might consider the future addition of an agricultural zoning district.

**A motion was made by Vice-Chairman Baker, seconded by Commissioner Pfarner, to recommend approval of Item F-2 as presented. The motion carried by the following vote:**

**AYE: 6 - Commissioner Will, Commissioner Pfarner, Commissioner Stansell, Commissioner Leist, Commissioner Gupta, Vice-Chairman Baker**

**NAY: 1 - Chairman Alvarado**

## **G. ADJOURN**

Chairman Alvarado adjourned the meeting at 7:24 p.m.

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Chairperson

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Staff Liaison