



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, February 24, 2026

PRE-MEETING BRIEFING 6:30 P.M.

A. CALL TO ORDER - Chairman John Baker

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

The following Commission Members were present:

John Baker, Chairman
Erin Pfarner, Vice-Chairwoman
Erik Leist
John Scott
Ross Brensinger (Non-Voting)
Michelle Sandoval Cabanas
Deborah Johnson
Andrew Young

The following Commission Members were absent:

Bill Schlegel

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

B. ADMINISTRATIVE COMMENTS

1. [Briefing regarding City Council action on February 17, 2026.](#)

DDS Hensley gave a brief recap of the February 17, 2026 City Council Meeting.

C. DISCUSS AND REVIEW AGENDA ITEMS

E-1: Planner Eddleman gave a brief recap of the Specific Use Permit (SUP) request for 1432 Belaire Dr. There was a brief discussion regarding the proposed material and the public feedback received.

E-2: DDS Hensley gave a brief recap of the SUP request for 1016 Oakwood Dr. There was a brief discussion regarding the review of the building permit.

D. ADJOURN

Chairman Baker adjourned the pre-meeting at 6:49 p.m.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Chairman John Baker

Chairman Baker called the meeting to order at 7:01 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 January 27, 2026 Planning and Zoning Commission Meeting.](#)
2. [Consider the minutes of the February 10, 2026 Planning and Zoning Commission Meeting.](#)

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to approve the minutes of the January 27, 2026 and the February 10, 2026 Planning and Zoning Commission Meetings. The motion carried unanimously.

E. NEW BUSINESS

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) with variances, for a 1,560 square-foot accessory structure with an attached carport, on .86 acres, located on the west side of Ottinger Road, on the southwest intersection of Ottinger Road and Belaire Drive, legally described as Lot 11, Block 2 of the Belaire Hills Estates subdivision, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 1432 Belaire Drive. Vincent Farfone Jr., Applicant/Owner. \(SUP-2601-0001\)](#)

Planner Eddleman gave a presentation on the SUP request for 1432 Belaire Dr.

The Applicants, Vincent Farfone Jr. & Marissa Farfone, (1432 Belaire Dr.), spoke on behalf of their proposal.

Chairman Baker opened the public hearing.

Dave Houser (1508 Belaire Ct.) spoke to his concerns regarding the proposed structure.

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to close the public hearing. The motion carried unanimously.

There was a discussion between the Commission and the Applicant about the intended use of the structure, followed by further discussion among the Commission regarding the voting process for this item.

A motion was made by Commissioner Erik Leist, seconded by Commissioner Michelle Sandoval Cabanas, to recommend approval for Item E-1, with the condition that the structure be moved out of the setback. The motion failed by the following vote:

AYE-2: Commissioner Michelle Sandoval Cabanas; Commissioner Erik Leist

NAY-5: Chairman John Baker; Vice-Chairwoman Erin Pfarner; Commissioner Deborah Johnson; Commissioner John Scott; Commissioner Andrew Young

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for an existing 1,750 square-foot accessory structure and carport, on .86 acres, located on the east side of Oakwood Drive, approximately 580 feet northwest from the intersection of Bancroft Road and Oakwood Drive, legally described as Lot 5, Block 3 of the One Thousand Oaks Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 1016 Oakwood Drive. Brad Robert, Southern Customs, Applicant. Chris Munro, Owner. \(SUP-2511-0051\)](#)

DDS Hensley gave a presentation on the SUP request for 1016 Oakwood Dr.

The Applicant, Brad Robert (Southern Customs), spoke on behalf of his proposal.

Chairman Baker opened the public hearing.

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to close the public hearing. The motion carried unanimously.

During the discussion, the Commission, Staff, and the Applicant addressed the proposed structure's dimensions, the building permit history, and procedures for correcting fees contingent on SUP application approval.

A motion was made by Commissioner Michelle Sandoval Cabanas, seconded by Commissioner Erik Leist, to recommend approval of Item E-2, as presented. The motion carried unanimously.

F. ADJOURN

Chairman Baker adjourned the meeting at 7:55 p.m.

Chairperson

Staff Liaison