



City of Keller

Zoning Board of Adjustment

Meeting Minutes

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

Monday, December 2, 2024

PRE-MEETING BRIEFING 5:00 P.M.

A. CALL TO ORDER - Chairperson

Chairperson Gilpin called the pre-meeting to order at 5:41p.m.

The following Board members were present:

Chairperson Matthew Gilpin

Michael McClement

TJ Stack

Luz Rodriguez

Jessica Juarez

The following Board Members were absent:

William Thorne

Perry Fourier

Staff Present: Community Development Director Sarah Hensley; Building Official Justin Wilkins and Plans Examiner Carlos Gutierrez.

B. ADMINISTRATIVE COMMENTS

Due to illness with City Attorney orientation and training will be rescheduled for a later time.

C. ORIENTATION

Rescheduled to a later date.

D. DISCUSS AND REVIEW AGENDA ITEMS

The Board reviewed and discussed the agenda item.

E. ADJOURN

Chairperson adjourned the pre-meeting at 5:57 p.m.

REGULAR MEETING 6:00 P.M.

A. CALL TO ORDER – Chairperson

Chairperson Gilpin called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

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."

B. PERSONS TO BE HEARD

This is a time for the public to address the Board/Commission on any subject. However, the Texas Open Meetings Act prohibits the Board/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.

Chairperson Gilpin opened the Public Hearing.

Seeing none, motion was made to close the Public Hearing.

Motion approved.

C. NEW BUSINESS

1. [Consider the minutes of the November 4, 2024 Zoning Board of Adjustment meeting.](#)

Motion was made by Michael McClement and second by TJ stack to approve the minutes from the November 4, 2024 ZBA Meeting.

Motion was approved, and carried unanimously.

2. [PUBLIC HEARING: Consider an application requesting a variance to Section 9.07.\(C\)1. in the Unified Development Code \(UDC\) which states In all zoning districts, fences adjacent to a street must be inset a minimum of four feet \(4'\) from the property line except when front property line is adjacent to a bar ditch. The property is on approximately 0.2591-acres, located at the corner of College St and Bear Creek Pkwy intersection, legally described as Block 3, Lot 12, of Park Addition \(Keller\), zoned Residential and addressed as 357 College St. Edward, Smola, Applicant/Owner. \(ZBA-2410-0005\)](#)

Building Official gave a brief presentation of the property and variance request.

Chairperson Gilpin opened the Public Hearing.

Eric Warn at 357 Roy Ln stated that he was in favor of the variance request.

Motion was made by Chairperson Gilpin and second by TJ Stack to approve the requested variance.

Motion was approved, and carried unanimously.

D. ADJOURN

Chairperson Gilpin Adjourned the meeting at 6:16 p.m.

Chairperson

Staff Liaison