



# City of Keller

## Planning & Zoning Commission

### Meeting Minutes

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
[www.cityofkeller.com](http://www.cityofkeller.com)

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**Tuesday, October 28, 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 6:31 p.m.

The following Commission Members were present:

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

The following Commission Members were absent:

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Bartee; 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 November 18, 2025.](#)

CDD Hensley gave a brief recap of the October 21, 2025 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 Electric Vehicle (EV) charging stations at 1300 Keller Pkwy.

Item E-2: Planner Russell gave brief background on the SUP request for Degree Wellness, to operate a medical spa at 242 Rufe Snow Dr., Suite 140. There was a brief discussion to clarify the language defining "non-invasive" versus "minimally invasive", specifically in regard to injections services.

Item E-3: Planner Russell gave brief background on the rezone request from Commercial (C) to Planned Development-Light Industrial (PD-LI) for 1661 S. Main St. There was a brief discussion surrounding the history of the property, the proposed use and the code

compliance issues with the site due to its vacant status.

## **D. ADJOURN**

Chairman Baker adjourned the pre-meeting at 6:56 p.m.

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

Chairman Baker called the meeting to order at 7:04 p.m.

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

## **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 October 28, 2025 Planning and Zoning Commission Meeting.](#)
2. [Consider the minutes of the October 14, 2025 Planning and Zoning Commission Meeting.](#)

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Ross Brensinger, to approve the minutes of the September 23, 2025 and October 14, 2025 Planning and Zoning Commission Meetings. The motion carried unanimously.**

## **E. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for existing automobile electric charging stations, on approximately 17.4 acres, located on the south side of Keller Parkway, 700 feet west of the intersection of Keller Parkway and Keller Smithfield Road, legally described as Lot 1, Block C of the Keller Town Center Addition, zoned Town Center \(TC\) and addressed 1300 Keller Parkway. SiteLogIQ, Inc., Applicant. WW 1300 Keller Parkway LLC, Owner. \(SUP-2509-0037\)](#)

Planner Eddleman gave a presentation on the SUP request for 1300 Keller Pkwy.

The Applicant, Dan Duncan (SiteLogIQ) joined via audio (zoom) to speak on behalf of his proposal.

Chairman Baker opened the public hearing.

Mike Sivertsen, (1620 Creek Terrace Dr.), spoke in opposition.

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

**A motion was made by Commissioner Erik Leist, seconded by Commissioner John Scott, to recommend approval.**

There was a discussion between the Commission and the Applicant, with topics including the approval process, future maintenance, and installation standards. The Commission noted the absence of prior inspections, which Staff then offered to expedite to bring the charging station into compliance. Additionally, a condition was proposed to add a shut-off switch to comply with fire department standards.

**A motion was made by Chairman John Baker, seconded by Commissioner Erin Pfarner to amend the motion to approve, with the condition that a shut-off switch to comply with fire department standards be installed. The motion to amend the motion carried by the following vote:**

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

**NAY-1: Commissioner Erik Liest**

**The motion made by Commissioner Erik Leist, seconded by Commissioner John Scott, to recommend approval of Item E-1, with the recommended condition that a shut-off switch to comply with fire department standards be installed, was voted on. The motion carried unanimously.**

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Degree Wellness, to operate a medical spa in an existing 2,000 square-foot lease space, on approximately 1.70 acres, located on the west side of Rufe Snow Drive, on the west corner of the Bear Creek Parkway and Rufe Snow Drive intersection, legally described as Block A, Lot 5, of the Moviehouse Addition, zoned Town Center \(TC\), and addressed 242 Rufe Snow Drive, Suite 140. Harshal Shah, Applicant. Keller MH Retail LTD, Owner. \(SUP-2509-0039\).](#)

Planner Russell gave a presentation on the SUP request for 242 Rufe Snow Dr.

The Applicant, Harshal Shah, spoke on behalf of his proposal.

Chairman Baker opened the public hearing.

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

There was a discussion among the Commission, Staff, and the Applicant which addressed the application definitions, with the Applicant agreeing to revise the application packet to clarify the language on non-invasive versus minimally invasive practices. The Commission also inquired about the offered services and distance regulations concerning the medical director and requested that Staff work to ensure that the medical language aligns with the revised codes..

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

3. [PUBLIC HEARING: Consider a request for a rezone from Commercial \(C\) to Planned Development-Light Industrial \(PD-LI\), for approximately 1.22 acres, located on the east side of South Main Street, at the southeast corner of the Calverley Place and South Main Street intersection, legally described as Lot 5R of the South Meadow Industrial Park Addition, zoned Commercial, and addressed 1661 S. Main Street. Skye Thibodeaux, Applicant. Vantage Mortgage Investors, INC., Owner. \(ZONE-2509-0009\)](#)

Planner Russell gave a presentation on the zoning change request for 1661 S. Main St.

The Applicant, Skye Thibodeaux (Mission Ridge), provided his own presentation.

Chairman Baker opened the public hearing.

David Gerda, (700 Northern Trace), spoke in opposition.

**A motion was made by Commissioner Michelle Sandoval Cabanas, seconded by Commissioner Erin Pfarner, to close the public hearing. The motion carried by the following vote:**

**AYE-6: Chairman John Baker; Commissioner Ross Brensinger; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Erik Leist; and Commissioner Michelle Sandoval Cabanas**

**NAY-1: Commissioner John Scott**

There was a discussion with the Commission and the Staff regarding the proposal to fill the vacant building and the demographic suitability of the site for its intended use.

**A motion was made by Commissioner Ross Brensinger, seconded by Chairman John Baker, to recommend approval of Item E-3 as presented. The motion carried by the following vote:**

**AYE-4: Chairman John Baker; Commissioner Ross Brensinger; Commissioner Bill Schlegel; Commissioner Erin Pfarner**

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**NAY-3: Commissioner John Scott; Commissioner Erik Leist; Commissioner Michelle Sandoval Cabanas**

## **F. ADJOURN**

Chairman Baker adjourned the meeting at 8:42 p.m.

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Chairperson

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Staff Liaison