



**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, July 23, 2024

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**PRE-MEETING BRIEFING 6:00 P.M.**

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

Chairman Alvarado called the meeting to order at 6:00 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman

Erin Pfarner

Vernon Stansell

Ross Brensinger

Gigi Gupta

Luz Rodriguez (Via Zoom for Pre-Meeting)

The following Commission Members were absent:

John Baker, Vice-Chairman

Erik Leist

Staff present included Community Development Director (CDD) Sarah Hensley; Public Works Director (PWD) Alonzo Liñán ;City Engineer Chad Barte; Planner I Amber Washington; Planner I Alexis Russell; and Planning Technician Kaleena Stevens.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on July 16, 2024.](#)

CDD Hensley gave a brief recap of the July 16, 2024 City Council Meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Item E-1: CDD Hensley gave a brief description of the Specific Use Permit (SUP) request for Fossil Creek Tree Farm at 600 N. Main St.

There was a brief discussion between the Commission and Staff regarding the plans to repurpose the existing structures and the current access agreement to the home located directly adjacent to the property.

**D. WORK SESSION**

1. [Receive and discuss findings of the Old Town Keller Parking Committee.](#)

The Old Town Keller Parking Committee presented their findings. Commissioner Stansell

led a discussion on behalf of the Committee. The decision was made to rework the presentation with suggestions from the Commission for CDD Hensley to provide to City Council at a later date.

## **E. ADJOURN**

Chairman Alvarado adjourned the pre-meeting at 6:59 p.m.

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

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

Chairman Alvarado 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 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.

No public comments received.

### **D. CONSENT**

1. [Consider the minutes of the June 25, 2024 Planning and Zoning Commission Meeting.](#)
2. [Consider the minutes of the July 9, 2024 Planning and Zoning Commission Meeting.](#)

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erin Pfarner, to approve the minutes of the June 25, 2024 and the July 9, 2024 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 a commercial retail nursery with outside storage for Fossil Creek Tree Farm, on approximately 2.43 acres of a 6.875-acre lot, located at the northeast corner of the Johnson Road and North Main Street intersection, legally described as Lot 1R, Block 1 of the L.L. McDonnell Addition, zoned Commercial \(C\), and addressed 600 North Main Street. JT Richards LLC, Applicant. Mark Keel, Owner. \(SUP-2407-0002\)](#)

CDD Hensley gave a presentation on the SUP request for Fossil Creek Tree Farm.

Chairman Alvarado opened the public hearing.

No public comments received.

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

There was a discussion between the Commission and Staff regarding the portion of the property which is proposed to be purchased, the sale of bagged mulch at the site, and if there were any anticipated traffic concerns due to delivery trucks. Further discussion was held about continuing the sale of propane on site, as per the Applicant, it has been requested by the public.

**A motion was made by Commissioner Erin Pfarner, seconded by Chairman Paul Alvarado, to recommend approval of Item E-1 as presented. The motion carried unanimously.**

#### **F. ADJOURN**

Chairman Alvarado adjourned the meeting at 7:25 p.m.

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Chairperson

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Staff Liaison