



**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, March 29, 2022**

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PRE-MEETING BRIEFING 5:30P.M.

**A. CALL TO ORDER – Chairperson Gary Ponder**

Chairperson Gary Ponder called the Pre-Meeting Briefing to order at 5:30P.M.

The following Commissioners were present:

Gary Ponder, Chairperson

Ralph Osgood

Bob Apke

Leslie Sagar

Thomas Thompson

Thomas Brymer

Paul Alvarado

Ross Brensinger (Non-voting)

Greg Will (Non-voting)

Staff present included: Community Development Assistant Director, Sarah Hensley, City Engineer, Chad Bartee; Economic Development Specialist, Siale Langi; Planner II; Planner I, Amber Washington; Director of Information Technology, Sean Vreeland; and Planning Technician, Amy Botcher.

**D. WORK SESSION**

City Attorney, Matt Butler, concluded the Planning and Zoning Orientation PowerPoint presentation.

**A. ADMINISTRATIVE COMMENTS**

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ACDD Hensley stated City Council discussed putting in SUP requirements for CBD/ Vape shops. CDD Smith added there were several concerns and recent local issues involving CBD/Vape shops, that were the catalyst for some updated ordinances regarding this type of use. She also said Maple Street Biscuit Company was also approved unanimously.

## **B. DISCUSS AND REVIEW AGENDA ITEMS**

D1. Minutes for the March 8, 2022, Planning and Zoning Commission Meeting.

There were no questions or comments.

D2. SUPs for Hive Riot Honey at 8910 Indian Knoll Trail.

Commissioner Thompson asked Staff to confirm the Applicant was building a barn without a main structure for a commercial business in a residential district. He asked if the SUP could have a time frame to expire once the house was built. He shared concerns that once the main structure was built, there could be a possibility of the structures not fitting the UDC requirements.

CDD Smith responded the SF-36 zoning district allowed for a building to be constructed without a main structure for agricultural use. She said the Applicant could amend their SUP when the main structure was built.

Commissioner Brymer asked if there was a percentage of coverage that would apply. He also asked if the Applicant could subdivide in the future.

CDD Smith responded that the property was very large and unlikely to his any type of lot coverage issues. She added they could subdivide in the future.

Commissioner Thompson stated his concern with the the retail/manufacturing of products on site.

CDD Smith explained that agriculture and manufacturing were different. She added because it was an agricultural product from an agricultural property, it was allowed.

D3. Site Plan Amendment with a variance for Risen Nation Church at 1711 Keller Parkway.

Commissioner Brymer asked Staff to clarify the reason for the request.

CDD Smith responded the Site Plan amendment was for a door and removal of two parking spaces. She noted the variance for parking was in the Site Plan and the church had obtained a shared parking agreement.

Commissioner Brensinger asked why the businesses closer to the church did not have a shared parking agreement.

CDD Smith responded those agreements were between the businesses.

**C. ADJOURN**

Chairperson Ponder adjourned the Pre-Meeting at 6:59P.M.

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

**A. CALL TO ORDER –Chairperson Gary Ponder**

Chairperson Gary Ponder called the meeting to order at 7:07P.M.

**B. PLEDGE OF ALLEGIANCE**

1. Commissioner Osgood led the Pledge to the United States Flag.
2. Commissioner Osgood led the Pledge to the Texas Flag.

**C. PERSONS TO BE HEARD**

There were no persons to be heard.

**D. NEW BUSINESS**

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1. [D \(1\) The Minutes for the March 8, 2022, Planning and Zoning Commission Meeting.](#)

**Commissioner Apke made a motion to approve Item D (1), seconded by Commissioner Thompson. The motion carried unanimously. Commissioner Alvarado abstained.**

2. [D \(2\) PUBLIC HEARING: Consider a request for two Specific Use Permits \(SUPs\) for a 5,107 square-foot accessory structure with an average height of 23' 2" on a lot of approximately 5.09 acres, legally described as Lot 3, Block A of Hive Riot Honey Addition, located on the east side of Indian Knoll Trail, approximately 2,250 feet northwest from the intersection of Shady Grove Lane and Indian Knoll Trail, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\) and addressed 8910 Indian Knoll Trail. Matthew and Erin Burton, Owners/Applicant. \(SUP-22-0003\)](#)

Planner Washington stated the Applicant proposed to construct a 5,107 square-foot accessory structure with an average height of 23' 2" to use as a barn for their existing honey farm. There were two existing accessory structures on the property which were in disrepair and would be removed. The Applicant proposed to use the barn for agricultural purposes only. There was not a home on the property.

She added the Applicant intended to use high-quality exterior finishes including wood and stone, rustic doors and accessories, and other aesthetics consistent with Texas farm/ranch architecture.

Chairperson Ponder asked if the Applicant had anything to add.

The Applicant had nothing to add.

Chairperson Ponder opened the Public Hearing.

**Commissioner Sagar made a motion to close the Public Hearing, seconded by Commissioner Alvarado. The motion carried unanimously.**

Commissioner Alvarado asked Staff when the Applicant planned to build a main structure. He shared some concerns on the buildings complimenting each other.

Matthew Burton, applicant, responded that building a home on the property at this time was not feasible. However, he added they would hire the same architect for the house as they have for the accessory structure.

Commissioner Sagar asked the Applicant if he would be raising goats in the future. She also asked if he would build pens for them.

The Applicant responded goats may be an option in the future, and some type of pen would be built.

Commissioner Brymer asked the applicant to confirm they were not selling honey on the property.

The Applicant stated the accessory structure was not going to be used as a retail shop. He added that they do sell honey online, and people may come to the location to pick up.

Commissioner Apke asked what the total square footage for the two current structures was.

The Applicant responded it was around 2,500 square-foot.

Commissioner Apke stated the size of the property was conducive to the size of the building. He said with no retail sales on site, there would not be additional traffic.

Commissioner Thompson stated the barn was beautiful. He said that the size of the lot decreased his concern on the size of the building.

Commissioner Osgood asked what the definition of retail sales was.

CDD Smith responded the site would not be open to the public.

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Commissioner Sagar asked Staff if adding in “not opened to the public” to the motion, would preclude the Cub Scouts or schools from coming to the barn.

CDD Smith responded if the owner’s child was in a “group”, they could visit the barn as personal guests. She added the schools, Cub Scouts, etc, would not be able to come otherwise.

**Commissioner Alvarado made a motion to approve Item D (2), seconded by Commissioner Apke.**

Commissioner Thompson stated his concern of the possibility of opening a business in a residential district. He asked Staff to confirm the motion presented would not allow retail sales.

CDD Smith confirmed retail sales would not be allowed.

**The motion carried unanimously.**

3. [E \(3\) Consider a recommendation of a Site Plan Amendment with a Variance for Risen Nation Church, a 20,265 square-foot building on approximately 1.723 acre, located on the north side of Keller Parkway \(F.M.1709\) situated northwest of the intersection of Quest Court and Keller Parkway, being Lot 2, Block 1 of Flower Addition, addressed 1711 Keller Parkway and zoned Retail \(R\). Charles W. Surber, Owner. Risen Nation Church, Applicant. \(SP-22-0010\)](#)

Planner Washington stated Risen Nation Church was seeking to occupy the former Keystone Church building located at 1711 Keller Parkway. The 1998 Site Plan reflected the site today, but for the addition of an exterior door and removal of two parking spaces. Consequently, a Site Plan Amendment was required.

She said as part of the SPA, the Applicant requested a variance for parking. The structure had 54 regular parking spaces and 3 handicap parking spots on site but needed 110 parking spaces. Risen Nation Church entered into a reciprocal written parking agreement with Quest Court Business Park for the additional parking needs.

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The agreement was for Risen Nation to use 56 parking spots on weekends, in exchange for Quest Court Office Park to use 14 spots on the north side of the Risen Nation building 8 a.m. to 5 p.m., Monday through Friday.

The Site Plan amendment was for an additional door, removal of two parking spaces, variance for parking requirement to allow 54 regular parking spaces and 3 handicap parking spaces in lieu of the 110 required spaces.

Chairperson Ponder asked if the Applicant had anything to add.

The Applicant did not.

Commissioner Thompson asked what the door was going to.

Commissioner Alvarado responded it was an additional egress.

Commissioner Brensinger asked the Applicant why a written parking agreement had not been obtained with the businesses that were closer to the church.

The Executive Pastor, Tanner Phillips, responded that the Church had discussions with the closer businesses, however they did not seem fond of a written agreement. He added that they verbally gave permission for cars to be parked in their parking lots.

**Commissioner Osgood made a motion to approve Item D (3), seconded by Commissioner Sagar. The motion carried unanimously.**

## **E. ADJOURN**

Chairperson Ponder adjourned the meeting at 7:50P.M.

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Chairperson

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Amy Botcher, Planning Technician