



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, October 26, 2021

PRE-MEETING BRIEFING 6:30P.M.

A. CALL TO ORDER – Chairperson Ralph Osgood

Chairperson Ralph Osgood called the Pre-Meeting Briefing to order at 6:30P.M.

The following Commissioners were present:

Ralph Osgood, Vice Chairperson

Paul Alvarado

Bob Apke

Leslie Sagar

The following Commissioners were absent:

Gary Ponder, Chairperson

Phillip Maxwell

Thomas Thompson

James Dawson

Logan McWhorter- Alternate

Staff present included: Katasha Smithers, Planner II; Patricia Sinel, Senior Planner; Sean Vreeland, Director of Information Technology; Chad Bartee, City Engineer; and Amy Botcher, Planning Technician

B. ADMINISTRATIVE COMMENTS

Planner Smithers stated at there were several items discussed at the October 19, 2021, City Council Meeting. The UDC text amendment regarding ZBA height was approved unanimously after adding the diagram and definition for average height. She also said the three variances for 1420 Randol Mill was unanimously approved. Planner Smithers said the accessory structure expansion requested for 833 Rufe Snow failed 3-4. Then it was tabled until October 2022 after the owner planted trees.

Commissioner Sagar asked Staff to clarify that the decision that was made did not actually say it would be approved in a year.

Senior Planner Sinel responded that was true and there was not a landscape type or location given in the motion.

Commissioner Alvarado asked Staff if the Applicant was on board with the tabling.

Staff responded they were not.

Commissioner Sagar stated the Applicant's family found the process stressful. She also asked Staff what the Applicant planned to do.

Senior Planner Sinel stated the Applicant had a couple of options including building a second accessory structure 1,200 square-foot or less and 15-feet from the property line by right.

Commissioner Sagar stated it was her understanding even if the Applicant planted trees, it could still be denied if the neighbors were not satisfied.

Commissioner Apke asked Staff to clarify that the current build pad was approximately 65-feet from the property line, yet, the Owner could build a 1,200 square-foot second structure at only 15-feet.

Senior Planner Sinel confirmed that was true. She added City Council had concern about the opposing neighbors.

Planner Smithers stated Beverly Grove was also approved by City Council with changes. They wanted a Rapp Road connection instead of Shady Grove; required a gate for emergency access only at the Rapp Road entrance (leaving one exit at Rufe Snow); remove all sidewalks on the eastern side of the lots including the sidewalk by the tree preservation area; and to only allow J-swing garages. Senior Planner Sinel added the sidewalk on the east side of Lot 9 would be removed and an eight foot cedar fence would be placed on the eastern side of the property with live screening. There would also be a screening wall on the north side.

Commissioner Alvarado stated with the amount of traffic anticipated, having one entrance/exit should not be a problem.

Chad Bartee, City Engineer, responded there was no concern from Public Works Staff or the Fire Chief.

Commissioner Sagar asked Staff if the item should have come back to Planning and Zoning before going to City Council since the plans had changed significantly.

Senior Planner Sinel stated the City Attorney was consulted, because intensity was not increased, it could go forward.

C. DISCUSS AND REVIEW AGENDA ITEMS

D1. Minutes for September 28, 2021.

Commissioner Sagar stated there was a mistake on meeting times.

Senior Planner Sinel responded they were already corrected.

D2. Minutes for October 12, 2021.

Commissioner Sagar stated there was a mistake on meeting times.

Senior Planner Sinel responded they were already corrected.

D3. PSE for minor subdivision at 1450 N. Pearson Lane.

Senior Planner Sinel gave a brief description.

No questions or comments.

D4. Final Plat for 1450 N. Pearson Lane.

Senior Planner Sinel gave a brief description.

No questions or comments.

D5. Public Hearing for SUP at 1525 Mount Gilead Road.

Planner Smithers gave a brief description.

No questions or comments.

D. ADJOURN

Chairperson Osgood adjourned the Pre-Meeting at 6:44P.M.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER –Chairperson Ralph Osgood

Chairperson Ralph Osgood called the meeting to order at 7:00P.M.

B. PLEDGE OF ALLEGIANCE

1. Commissioner Apke led the Pledge to the United States Flag.

2. Commissioner Apke led the Pledge to the Texas Flag.

C. PERSONS TO BE HEARD

There were no persons to be heard.

D. NEW BUSINESS

1. [D \(1\) Consider the Minutes for the September 28, 2021, Planning and Zoning Commission Meeting.](#)

There were no comments or questions.

Commissioner Sagar made a motion to approve Item D (1), seconded by Commissioner Apke. The motion carried unanimously.

2. [D \(2\) Consider the Minutes for the October 12, 2021, Planning and Zoning Commission Meeting.](#)

There were no comments or questions.

Commissioner Sagar made a motion to approve Item D (2), seconded by Commissioner Apke. The motion carried unanimously.

3. [D \(3\) Consider a Preliminary Site Evaluation \(PSE\) for the Minor Subdivision consisting of Lots 1, 2, and 3, Block A, Pearson Woods, Scribner Addition, being 3.31 acres located on the west side of North Pearson Lane, due west of the intersection of Summer Lane and North Pearson Lane, zoned SF-36, currently addressed as 1450 North Pearson Lane. Metairie BG Partners, LLC, Applicant/Owner. \(PSE-21-0004\)](#)

Senior Planner Sinel stated a Preliminary Site Evaluation was an overall preliminary development plan for a tract of land. A Preliminary Site Evaluation was intended to show the infrastructure requirements for developing property. The PSE allowed the Planning and Zoning Commission and City Staff to review the property's proposed major thoroughfares and collector street patterns, land use, environmental issues, drainage patterns, availability of utilities, conformance to the Master Plan, and relationship to adjoining subdivisions or properties. She said the Applicant met all requirements of the UDC for this PSE application.

Commissioner Alvarado made a motion to approve Item D (3), seconded by Commissioner Apke. The motion carried unanimously.

4. [D \(4\) Consider a Final Plat for Lots 1, 2, and 3, Block A, Pearson Woods, Scribner Addition, being 3.31 acres located on the west side of North Pearson Lane, due west of the intersection of Summer Lane and North Pearson Lane, zoned SF-36, currently addressed as 1450 North Pearson Lane. Metairie BG Partners, LLC, Applicant/Owner. \(P-21-0041\)](#)

Senior Planner Sinel stated the purpose of the plat was to meet the State and City requirements related to the creation of the lots, easements, and boundaries for the minor subdivision. The next step would be finalizing building permits. The Applicant has met all requirements of the UDC for this Minor Subdivision Plat application.

Commissioner Apke made a motion to approve Item D (4), seconded by Commissioner Sagar. The motion carried unanimously.

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5. [D \(5\) PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) to construct a 1,540 square-foot accessory structure on the property legally described as a Lot 2, Block A of Launay Addition, being approximately 3.01-acres, located on the east side of Mount Gilead Road, approximately 240 feet northeast from the intersection of Bancroft Road and Mount Gilead Road, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\) and addressed as 1525 Mount Gilad Road, Jilray Launay, Application/Owner. \(SUP-21-0034\).](#)

Planner Smithers stated the Applicant requested a Specific Use Permit (SUP) to allow the use of a 1,540 square-foot accessory structure in the SF-36 zoning district. The Applicant proposed the structure to be utilized for agricultural purposes necessary to maintain and house the Applicant's horses, horse tack, and equine food supply.

She said an SUP was required for accessory structures greater than 1,200 square-feet. The UDC permitted the use of exposed metal exterior walls and finishes for barns and agricultural structures in the SF-36 zoning district or complimentary to the main structure with like materials. The applicant proposed the building to be majority hardi-board. The applicant proposed the average height to be approximately 12 feet 6 inches. The accessory structure would meet all the setback requirements.

Chairperson Osgood opened Public Hearing.

Commissioner Alvarado asked the Applicant to confirm the structure would not be used for a living quarters. He also stated to the Commissioners that a pre-fab structure online had a minimum size of 1,200 square-feet, for their consideration in the future.

The Applicant stated it would not be used as a living quarters.

Commissioner Apke asked the Applicant if there were plans for more horses in the future.

The Applicant responded there was not.

Commissioner Alvarado made a motion to close the Public Hearing for Item E (5), seconded by Commissioner Sagar. The motion carried unanimously.

Commissioner Alvarado made a motion to approve Item D (5), seconded by Commissioner Sagar. The motion carried unanimously.

E. ADJOURN

Chairperson Osgood adjourned the meeting at 7:16P.M.

Chairperson

Amy Botcher, Planning Technician