



## PLANNED DEVELOPMENT (PD) AMENDMENT APPLICATION


### SECTION 1. APPLICANT/OWNER INFORMATION

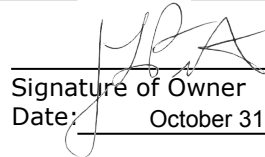
Please Print or Type

Applicant/Developer: Milestone Church  
Street Address: 201 Mount Gilead Rd.  
City: Keller State: Texas Zip: 76248  
Telephone: 817-812-3600 Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Applicant's Status: (Check One) Owner  Tenant  Prospective Buyer

**Property Owner must sign the application or submit a notarized letter of authorization.**

Owner: Milestone Church  
Street Address: 201 Mount Gilead Rd.  
City: Keller State: Texas Zip: 76262  
Telephone: 817-812-3600 Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

  
Signature of Applicant  
Date: October 31, 2023

  
Signature of Owner Printed Name of Owner  
Date: October 31, 2023 Jeff Pelletier

Engineer/Surveyor: McAdams Contact Name(s): Darren Andrews  
Street Address: 201 Country View Dr.  
City: Roanoke State: Texas Zip: 76262  
Telephone: 940-240-1012 Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### SECTION 2. PLANNED DEVELOPMENT REQUEST INFORMATION

Property Location: 201 Mount Gilead Road  
Legal Description:  
Lot(s): 2 Block(s): \_\_\_\_\_ Subdivision Name: Milestone Church Addition  
Unplatted Property Description:  
Abstract Name & Number: D215244795 Tract Number(s): \_\_\_\_\_  
*If property is not platted, please attach a metes and bounds description.*  
Current Zoning: PD Proposed Zoning: PD  
Current Use of Property: Church  
Proposed Use of Property: Church

## PLANNED DEVELOPMENT (PD) AMENDMENT APPLICATION

### SECTION 3. CHECKLIST

(Please provide each of the items below & initial next to each item)

The application fee

Digital submission to [communitydevelopment@cityofkeller.com](mailto:communitydevelopment@cityofkeller.com)

A narrative statement that includes:

- Current and proposed base zoning district
- Description of concept plan
- A statement of the need for the proposed zoning change
- Compatibility of proposed zoning with surrounding zoning and land uses.
- Descriptions that show in what ways the proposal is consistent with the City's Master Plan.
- You may also choose to address the decision criteria on with the Planning and Zoning Commission and City Council will base their decision.
  - 1) Whether the uses permitted by the proposed change will be appropriate in the immediate area concerned and their relationship to the general area and the City as a whole, and in compliance with the Future Land Use Plan.
  - 2) Whether the proposed change is in accord with any existing or proposed plans for providing streets, water supply, sanitary sewers, and other utilities to the area, and shall note the findings.
  - 3) The amount of vacant land currently classified for similar development in the vicinity and elsewhere in the City, and any special circumstances which may make a substantial part of such vacant land unavailable for development.
  - 4) The recent rate at which land is being developed in the same zoning classification as the request, particularly in the vicinity of the proposed change.
  - 5) How other areas designated for similar development will be, or are unlikely to be, affected if the proposed amendment is approved.
  - 6) Any other factors which will substantially affect the health, safety, morals, or general welfare

List of proposed development standards including, but not be limited to:

- Permitted uses,
- density, lot area, lot width, lot depth, yard depths and widths,
- building elevations, building material coverage, and building height,
- floor area ratio,
- parking ratios and parking locations,
- access points,
- screening and landscaping,
- accessory buildings,
- signs,
- lighting,
- hours of operation,
- project phasing or scheduling,
- management associations, and
- any other requirements.

A metes and bounds description of the property to be rezoned sealed by a surveyor.

An 24" by 36" aerial exhibit of the subject property showing the locations of trees in accordance with Section 8.19

Existing Conditions Exhibit. This 24" by 36" exhibit shall show the boundary of PD area with metes and bounds labels and important physical features such as existing structures, topography, existing streets, alleys and easements general use, thoroughfares.

Concept Plan. The plan shall be to scale, 24" by 36" in size, and show the following:

- the boundary of PD area with metes and bounds labels
- preliminary lot arrangements,
- access, proposed streets and thoroughfares,
- size, type and location of buildings with building density, building height,
- fire lanes,
- screening, landscaped areas/plans,
- other pertinent development data.

Evidence of communicating the proposal with the adjacent neighborhood

Trip Generation Form and, if required per Section 5.03, a Traffic Impact Analysis

Additional information or drawings, operations data, or expert evaluation when considering the application, including traffic studies and drainage studies as required by the Development Review Committee

October 31, 2023

To: City of Keller, Community Development

Regarding Milestone Church, Ordinance No 1724

201 Mount Gilead Road

**Planned Development Amendment Application – Narrative Statement**

The purpose of this Planned Development amendment is to include language in Ordinance No. 1724, that would allow a proposed steeple of 53’ for a new chapel to be considered in the current Planned Development verbiage. The current verbiage states:

*The height of a non-residential structure may be as tall as fifty- three feet ( 53') provided that any structure over thirty-five feet ( 35') in height is setback a minimum of two hundred feet ( 200') from a residence or residentially – zoned property.*

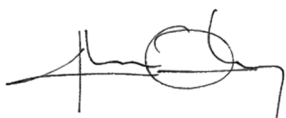
We are proposing the language be amended to allow “a single architectural feature, a steeple” to be as tall as fifty-three feet (53’) in height when setback sixty feet (60’) from a residence or residentially-zoned property when buffered by a conservation easement. The building height in this case shall be measured from the finished floor elevation of the proposed chapel.

We are not requesting any variances to the approved site plan at this time. We are not requesting a change of use or rezoning. The current zoning district is Planned Development and proposed use would not require a change to this designation.

The proposed chapel will be constructed where previously proposed and shown on the approved site plan dated March 2020. In this location, the finished floor elevation of the chapel will sit from 10’ to 15’ below the existing grades at the property line abutting residential zoning. As such, the terrain will reduce sight lines from the residential lots. Further, the existing conservation easement of 50’ along the property line containing mature oak trees will further buffer the steeple from view of residents.

The proposed steeple will be constructed of materials typically found in residentially-zoned developments including stone, cast stone and architectural composite shingles.

By narrowing the verbiage to specifically allow a steeple for a church, if the proposed amendment were to be approved, other areas designated for similar development would not be affected unless proposed use would include a church and steeple. The inclusion of verbiage to add the requirement of a conservation easement to buffer further reduces the impact on future developments.



Andrew Oxley, Oxley Architects

Applicant

October 31, 2023

To: City of Keller, Community Development

Regarding Milestone Church, Ordinance No 1724

201 Mount Gilead Road

**List of Proposed Elements**

1. Chapel to be used for funerals, weddings and traditional worship services.
2. Maximum height excluding steeple is 30' to the midpoint of gable from finished floor.
3. Height of proposed steeple is 53' above finished floor.
4. Exterior materials to consist of 100% masonry including brick and stone. Stucco and cast stone will be used for accents.
5. An exterior courtyard is proposed adjacent to the chapel and will be used for small gatherings and meals, weather-permitting.
6. Landscaping will be above minimum required and in an English Tea Garden style.
7. Retaining walls around the chapel will be poured-in-place concrete and faced with stone.
8. An extension of the existing fire lane will be included to satisfy fire access requirements.
9. Mechanical equipment screened by mansard-type roofs, equipment installed on low slope roof at lower elevation.

From: **Valerie DePetra** [REDACTED] >  
Date: Mon, Oct 30, 2023 at 3:10 PM  
Subject: Thank You: Milestone Chapel Meeting  
To: Lily Lui [REDACTED] >  
Cc: Jeff Pelletier [REDACTED] >, Cari Bray [REDACTED] >

Good afternoon Lily,

A big Thank You to you, Debbie, and Lori for meeting with us today to discuss the future Milestone Chapel. We believe this project is going to have a tremendous impact and help us serve our church family in a big way!

Please feel free to share what was discussed during our meeting with the Robb's, Nwaeze's, and Dan since they were unable to attend. And, as always, feel free to reach out should there be any additional questions.

Thank You so much!

On behalf of Pastor Jeff Pelletier

Valerie DePetra  
Executive Assistant | Pastor Jeff Pelletier  
[Milestone Church](#) | 817-812-3600