



# City of Keller

## Zoning Board of Adjustment

### Meeting Minutes

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
www.cityofkeller.com

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Monday, November 4, 2024

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#### **PRE-MEETING BRIEFING 5:30 P.M.**

##### **A. CALL TO ORDER - Chairperson**

Chairperson Gilpin called the pre-meeting to order at 5:30p.m.

The following Board members were present:

Chairperson Matthew Gilpin

Michael McClement

TJ Stack

Bill Schlegel

The following Board Members were absent:

William Thorne

Perry Fourier

Staff Present: Planner I Alexis Russell; Building Official Justin Wilkins and Plans Examiner Carlos Gutierrez.

##### **B. ADMINISTRATIVE COMMENTS**

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

The Board reviewed and discussed the agenda item.

##### **D. ADJOURN**

Chairperson adjourned the pre-meeting at 5:28 p.m.

#### **REGULAR MEETING 6:00 P.M.**

##### **A. CALL TO ORDER – Chairperson**

Chairperson Gilpin called the meeting to order at 5:30p.m.

##### **PLEDGE OF ALLEGIANCE**

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."

## B. PERSONS TO BE HEARD

This is a time for the public to address the Board/Commission on any subject. However, the Texas Open Meetings Act prohibits the Board/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.

**Chairperson Gilpin opened the public hearing.**

**Motion was made to close the public.**

## C. NEW BUSINESS

1. [Consider the minutes of the August 5, 2024 Zoning Board of Adjustment.](#)

**Approved, motion carried unanimously.**

2. [PUBLIC HEARING: Consider an application requesting a variance to Section 9.08.\(F\) in the Unified Development Code \(UDC\) which states wood, barbed wire, or chain link fencing is prohibited unless specifically requested on a site plan and approved by the City Council. When a site plan is not applicable, the Zoning Board of Adjustment may consider variances to this requirement, on approximately 1.3320-acres, located approximately 760 feet west of the Keller Parkway and Bourland Road intersection, legally described as Block A, Lot 1, of Rhima Shops Addition, zoned Retail and addressed as 525 Keller Parkway. Rhima, Motaz, Applicant/Owner. \(ZBA-2410-0004\).](#)

**Building official gave a brief presentation of the property and variance request.**

**The Applicant/Owner shared the history of the property and the need for a variance.**

**Chairperson Gilpin opened the public hearing.**

**Chairperson Gilpin made a motion to close the hearing.**

**ZBA members discussed and reviewed the variance request.**

**Motion was made by Bill Schlegel and second by Michael McClement to approve the variance request. The motion was as followed:**

**Aye: Bill Shlegel; Michael McClement.**

**Nay: Matthew Gilpin; TJ Stack;**

**Motion to approve variance request failed 2-2.**

## D. ADJOURN

**Chairperson Gilpin adjourned the meeting at 6:35 p.m.**

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Chairperson

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Staff Liaison