



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, February 11, 2025

PRE-MEETING BRIEFING 5:30 P.M.

A. CALL TO ORDER - Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 5:30 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman
John Baker, Vice-Chairman
Erin Pfarner
Erik Leist
Bill Schlegel
Ross Brensinger
Deborah Johnson

The following commission members were absent:

John Scott
Michelle Sandoval Cabanas

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Bartee; Planner I Alexis Russell; Planner I Calvin Eddleman and Assistant City Attorney Matt Butler.

B. ADMINISTRATIVE COMMENTS

1. [Briefing regarding City Council action on February 4, 2025.](#)

CDD Hensley gave a brief recap of the February 4, 2025 City Council meeting.

C. DISCUSS AND REVIEW AGENDA ITEMS

Item E-1: Planner Eddleman gave brief background on the Specific Use Permit (SUP) request for 634 Stoneglen Drive.

Item E-2: CDD Hensley stated that the applicant had withdrawn the item.

Item E-3: Planner Russell gave brief background on the SUP request for 101 Town Center Lane.

D. LEGAL ORIENTATION WITH CITY ATTORNEY

City Attorney Matt Butler presented the annual Legal Orientation to the Commission and Staff.

E. ADJOURN

Chairman Alvarado adjourned the pre-meeting at 6:50 p.m.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 7: 00 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.

Chairman Alvarado invited the public to speak on any topic.

No member of the public came forward to speak.

D. CONSENT

1. [Consider the minutes of the January 28, 2025 Planning and Zoning Commission Meeting.](#)

A motion was made by Commissioner Ross Brensinger, seconded by Vice-Chairman John Baker, to approve the minutes of the January 28, 2025 Planning and Zoning Commission Meeting. The motion carried by the following vote:

AYE-5: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Ross Brensinger; Commissioner Bill Schlegel; Commissioner Deborah Johnson

Abstain-2: Commissioner Erin Pfarner; Commissioner Erik Leist

E. NEW BUSINESS

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Forever Young Spa, a Medical Spa in an existing 1,217 square foot lease space on 1.53 acres.](#)

located approximately 500 feet north of the intersection of Keller Parkway and Bourland Road, legally described as Lot G of the Stoneglen Office Park subdivision, zoned Retail (R) and addressed 634 Stoneglen Drive. Provcom Holdings Series II, Owner. Savannah Bewley, Applicant. (SUP-2501-0004)

Planner Eddleman gave a presentation on the SUP request for Forever Young Spa.

Chairman Alvarado opened the public hearing.

No public comments received.

A motion was made by Commissioner Ross Brensinger, seconded by Vice-Chairman John Baker, to close the public hearing. The motion carried unanimously.

Commissioner Brensinger led a discussion with CDD Hensley about the history of the site. They also discussed whether a medical license or certification was necessary, with CDD Hensley confirming that it was, which is why the site operates as a med-spa.

A motion was made by Commissioner Erik Leist, seconded by Commissioner Bill Schlegel, to approve Item E-1 as presented. The motion carried unanimously.

2. PUBLIC HEARING: Consider a request for Specific Use Permit (SUP) for two 840 square-foot detached carports, on 5.05 acres, located on the east side of Keller Smithfield Road S., on the northeast corner of the south intersection of Bear Creek Parkway and Keller Smithfield Road S., legally described as Lot 1A HS, Block 1 of Sunny Meadows Addition, zoned Single-Family 8,400 square-foot lot size or greater (SF-8.4) and addressed 413 Keller Smithfield Road S. Kazim Raza, Applicant. Muhammad Fasih and Hina Fasih, Owners. (SUP-2501-0002)

Item E-4 was withdrawn by the Applicant. Chairman Alvarado read the request into record and stated there is no time frame for resubmittal.

3. PUBLIC HEARING: Consider a request for a Specific Use Permit (SUP) for Blue Morpho Salon, in an approximately 1,200 square-foot existing lease space, on 1.62 acres, approximately 440 feet southeast of the Town Center Lane and Keller Parkway intersection, legally described as Lot 1R, Block B of the Keller Town Center Addition, zoned Town Center (TC) and addressed 101 Town Center Lane, Ste. 115. Julie Vega, Applicant. Regency Centers, L.P., Owner. (SUP-2501-0005)

CDD Hensley gave a presentation on the SUP request for Blue Morpho Salon.

Chairman Alvarado opened the public hearing.

No public comments received.

A motion was made by Commissioner Erik Leist, seconded by Commissioner Ross Brensinger, to close the public hearing. The motion carried unanimously.

There was discussion among the Commission and Staff regarding the hours of operation.

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Erik Leist, to approve Item E-3 as presented. The motion carried

unanimously.

F. ADJOURN

Chairman Alvarado adjourned the meeting at 7:17 p.m.

Chairperson

Staff Liaison