



## SPECIFIC USE PERMIT (SUP) APPLICATION

### SECTION 1. APPLICANT/OWNER INFORMATION

Please Print or Type

Applicant/Developer: Katherine McCoy  
Street Address: 304 Gloria St.  
City: Keller State: TX Zip: 76248  
Telephone: 817-721-9330 Fax: 817-494-0810 E-mail: [REDACTED]  
Applicant's Status: (Check One) Owner  Tenant  Prospective Buyer

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

Owner: T Arthouse TX, LLC  
Street Address: 16600 Dallas Parkway, Suite 300  
City: Dallas State: TX Zip: 75248  
Telephone: 972-417-5835 Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Katherine McCoy  
Signature of Applicant  
Date: May 7, 2024

Remy Duvoisin Remy Duvoisin  
Signature of Owner Printed Name of Owner  
Date: 5/8/2024

### SECTION 2. PERMIT REQUEST INFORMATION

Property Location: 251 Town Center Ln. C1103  
Legal Description:  
Lot(s): 7 Block(s): B Subdivision Name: Keller Town Center  
Unplatted Property Description:  
Abstract Name & Number: N/A Tract Number(s): N/A  
*If property is not platted, please attach a metes and bounds description.*  
Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_  
Current Use of Property: Vacant  
Small  
Proposed Use of Property: Counseling practice-office space use

## SPECIFIC USE PERMIT (SUP) APPLICATION

### SECTION 3. CHECKLIST

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

**KM**

The application fee

**KM**

Electronic submittal to [communitydevelopment@cityofkeller.com](mailto:communitydevelopment@cityofkeller.com)

**KM**

A written proposal outlining all special conditions and additional requirements for the property controlled by the SUP, including but not limited to:

- the paving of streets, alleys and sidewalks,
- means of ingress and egress to public streets,
- provisions for drainage,
- adequate off-street parking,
- screening and open space,
- heights of structures,
- compatibility of buildings,
- hours of operation, and
- time limits.
- A letter justifying the request and addressing the decision criteria on which the Planning and Zoning Commission and City Council will base their decision.
  - 1) The use is harmonious and compatible with surrounding existing uses or proposed uses;
  - 2) The activities requested by the applicant are normally associated with the permitted uses in the base district;
  - 3) The nature of the use is reasonable and appropriate in the immediate area;
  - 4) Any negative impact on the surrounding area has been mitigated; and
  - 5) That any additional conditions specified ensure that the intent of the district purposes are being upheld.

**KM**

A legal description or meets and bounds description of the property.

**KM**

Concept Plan. The plan shall be to scale and show the following:

- topography,
- and boundary of SUP area;
- physical features of the site;
- existing streets, alleys and easements;
- location of future public facilities;
- parking ratios, the final Detailed Site Plan;
- building height and location, elevations;
- site landscaping;
- off-street parking facilities;
- size, height, construction materials, and locations of buildings and the uses to be permitted;
- location and instruction of signs;
- means of ingress and egress to public streets;
- the type of visual screening such as walls, plantings and fences;
- the relationship of the intended use to all existing properties and land uses in all directions to a minimum distance of two hundred feet (200') and;
- other information to adequately describe the proposed development and to provide data for approval.

**KM**

Evidence of communicating the proposal with the adjacent neighborhood

**KM**

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

**KM**

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.



## Written Proposal for Specific Use Permit (SUP)

*Mindwell Therapy PLLC*

201 Town Center Lane, C1103, Keller, Texas 76248

### Mindwell Therapy PLLC:

Mindwell Therapy PLLC is a reputable private counseling practice dedicated to expanding its services to support the broader community of Keller, TX. Specializing exclusively in mental health services for individuals aged 5-99, we offer assistance to those grappling with anxiety, depression, past trauma, life transitions, mood disorders, and various other mental health concerns. Our therapeutic approach encompasses talk therapy alongside cutting-edge EMDR (Eye Movement Desensitization and Reprocessing) therapy techniques.

### Introduction:

Established three years ago in January 2021, Mindwell Therapy has flourished within a private room located in Southlake. As our clientele has expanded, it has become evident that our current space no longer adequately accommodates our growing practice. Consequently, we have directed our focus exclusively towards Keller, TX, recognizing it as an optimal locale due to its centrality and the proximity of many of our clients. Situated within the bustling Keller Town Center, our envisioned expansion aligns seamlessly with our mission to foster mental wellness within the community.

### Location:

We envision occupying 201 Town Center Lane, Suite C1103, Keller, Texas 76248.

### Operational Plan:

Mindwell Therapy is committed to meeting the increasing demand for our services by expanding our team to include a minimum of four therapists. Our goal is to ensure that no individual in need of counseling and therapy is turned away due to space constraints. Our proposed hours of operation are Monday through Friday from 8:00 am to 8:00 pm and Saturday from 8:00 am to 1:00 pm. These extended hours are designed to accommodate the diverse schedules of our clientele and underscore our dedication to accessibility and inclusivity in mental health care provision.

Current space in Southlake (to small):



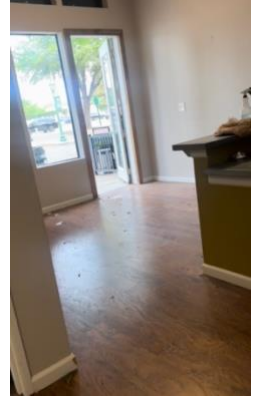
Space Refinement Plan:

Our proposed expansion at the designated location does not entail any structural alterations. Rather, our focus is on enhancing the aesthetic ambiance through wall painting and interior updates. Presently, the premises offer four counseling rooms, a welcoming waiting area, an ADA accessible bathroom (with rails and wheelchair accessible) and a modest kitchenette. Leveraging the additional space, we intend to augment our capacity by accommodating more counselors. This strategic allocation will enable us to effectively cater to the therapy needs of residents in Keller and its environs.

*Katherine McCoy*

Katherine McCoy  
Owner and Psychotherapist at Mindwell Therapy PLLC  
[www.mindwelltherapy.org](http://www.mindwelltherapy.org)

These are the new floor plans and the new proposed space for Mindwell Therapy PLLC (previously Natural Skin Clinic)



**EXHIBIT A**

**Legal Description of Center**

**TRACT 1:**

Lot 7, Block "B", KELLER TOWN CENTER, a subdivision in Tarrant County, Texas, according to the Map or Plat thereof, recorded in Cabinet A, Slide(s) 11382 of the Plat Records of Tarrant County, Texas.

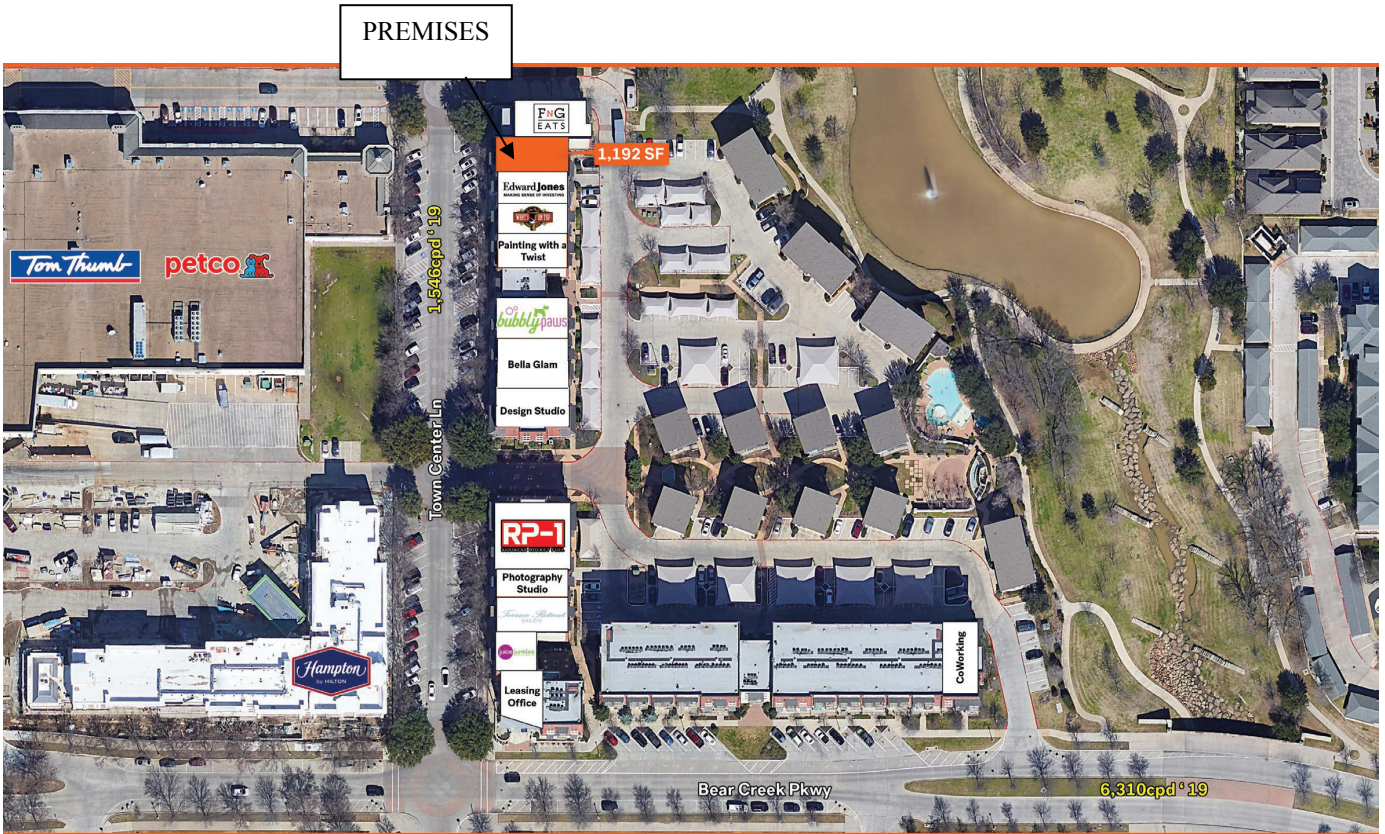
**TRACT 2:**

Easement Estate created by Mutual Access Easement Agreement dated January 25, 1999 by and between Keller Town Center, LLC, and Pacific Retail Trust, recorded in Volume 13635, Page 146 of the Real Property Records of Tarrant County, Texas, over and across 0.204 acres as more particularly described therein.

[REMAINDER OF THE PAGE INTENTIONALLY LEFT BLANK.]

# EXHIBIT A-1

## Site Location



This site plan is provided without representation or warranty by Landlord and presented solely for the purpose of identifying the approximate relative location and size of the Premises. Building sizes, site dimensions, access and parking areas, existing tenant locations and identities are subject to change at Landlord's discretion. Landlord expressly disclaims any liability for the contents of the site plan.