



**City of Keller**  
**Planning & Zoning Commission**  
**Meeting Minutes**

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

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**Tuesday, April 9, 2024**

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**PRE-MEETING BRIEFING 6:00 P.M.**

**A. CALL TO ORDER - Chairman Paul Alvarado**

Chairman Alvarado called the meeting to order at 6:00 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
John Baker, Vice-Chairman  
Greg Will  
Erin Pfarner  
Erik Leist  
Gigi Gupta (Non-voting)

The following Commission Members were absent:

Vernon Stansell  
Ross Brensinger  
Luz Rodriguez (Non-voting)

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Bartee; Planner I Amber Washington; and Planning Technician Kaleena Stevens.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on April 2, 2024.](#)

CDD Hensley gave a brief recap of the April 2, 2024 City Council Meeting

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Consent Agenda: Consider the minutes for the March 26, 2024 Planning & Zoning Commission meeting.

Item D-1: CDD Hensley gave a brief description on the Specific Use Permit (SUP) request to expand an existing carport, at 507 Santa Barbara Dr.

There was discussion among the Commission and Staff regarding the administrative process to add the expansion to the existing carport.

Item D-2: Planner Washington gave a brief description on the Specific Use Permit (SUP) request for Thai Yoga Massage at 415 Keller Parkway.

## **D. ADJOURN**

There was a brief discussion among the Commission and the Staff regarding moving the start time for Planning & Zoning Commission Meetings from 6:00 p.m. to 6:30 p.m. going forward.

Chairman Alvarado adjourned the pre-meeting at 6:17 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.

No public comments received.

### **CONSENT**

1. [Consider the minutes of the March 26, 2024 Planning and Zoning Commission Meeting.](#)

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Gregory Will, to approve the minutes of the March 26, 2024 Planning and Zoning Commission Meeting. The motion carried unanimously.**

### **D. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) to expand an existing carport, on 0.41 acre, approximately 400 feet northeast from the Santa Barbara Drive and Bourland Road intersection, legally described as Lot 5, Block 1 of the Parkwood Subdivision, zoned Single-Family Residential - 12,000 square-foot lots \(SF-12\) and addressed 507 Santa Barbara Drive. Marcelo Barron, Applicant. Charles Binz, Owner. \(SUP-24-0011\)](#)

CDD Hensley gave a presentation on the SUP request for 507 Santa Barbara Dr.

Ryan and Amy Gatlin, 508 Santa Barbara Dr., spoke in support of Item D-1.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin Pfarner, to close the public hearing. The motion carried unanimously.**

Commissioner Leist asked if the SUP approval should include a variance for the location of the carport.

CDD Hensley gave clarification on the history of the existing carport and explained why a variance request was not included with the SUP application. She stated that the Commission could make a motion that included a variance to allow the carport to remain in its current location, next to the main structure on the property.

There was a discussion among the Commission about whether a variance would be included in the approval recommendation.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Gregory Will, to recommend approval of Item D-1, with the condition that the application be updated to reflect a variance request that allows the existing carport to remain in its current location, flush to the front of the main structure on the property. The motion carried unanimously.**

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Thai Yoga Massage in an approximately 1,600 square-foot building, on 0.12 acre, approximately 750 feet northwest from the Cindy Street and Keller Parkway intersection, legally described as Lot 1A1B, Block A of the Bryant Parc Two Addition, zoned Retail \(R\) and addressed 415 Keller Parkway. Thai Yoga Massage, LLC, Applicant. Wang-TCM LLC, owner. \(SUP-24-0007\)](#)

Planner Washington gave a presentation on the SUP request for 415 Keller Parkway.

No public comments received.

**A motion was made by Vice-Chairperson John Baker, seconded by Commissioner Erik Leist, to close the public hearing. The motion carried unanimously.**

**A motion was made by Commissioner Erin Pfarner, seconded by Commissioner GiGi Gupta, to recommend approval of Item D-2 as presented. The motion carried unanimously.**

## E. ADJOURN

Chairman Alvarado adjourned the meeting at 7:22 p.m.

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Chairperson

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Staff Liaison