



**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, October 6, 2025**

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**PRE-MEETING 5:00 P.M.**

**A. CALL TO ORDER**

Chairperson Gilpin called the pre-meeting to order at 5:08 p.m.

**B. ADMINISTRATIVE COMMENTS**

The following Board members were present:

TJ Stack  
Michael McClement  
Luz Rodriguez  
Matthew Gilpin  
Jessica Juarez

The following Board members were absent:

Perry Fourier  
William Thorne

Staff Present: Director of Development Services Sarah Hensley; Plans Examiner Carlos Gutierrez.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

The Board reviewed and discussed the agenda items.

**D. ADJOURN**

Chairperson Gilpin adjourned the pre-meeting at 5:35 p.m.

**REGULAR MEETING 5:30 P.M.**

**A CALL TO ORDER**

Chairperson Gilpin called the meeting to order at 5:38 p.m.

**B. 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."

### C. PERSONS TO BE HEARD

This is a time for the public to address the Board on any subject. However, the Texas Open Meetings Act prohibits the Board from discussing issues which the public has not been given three business days' notice. Issues raised may be referred to City Staff for research and possible future action.

### D. NEW BUSINESS

1. [Consider the Minutes of the June 2, 2025 Zoning Board of Adjustment meeting.](#)

Motion was made by Chairperson Gilpin to table the minutes till the next ZBA meeting. TJ second the motion.

Motion was approved unanimously.

2. [Consider the minutes of the November 11, 2025 Planning and Zoning Commission Meeting.](#)

Motion was made by Chairperson Gilpin to table the minutes till the next ZBA meeting. TJ second the motion.

Motion was approved unanimously.

3. [PUBLIC HEARING: Consider an application requesting a variance to Section 9.07\(B\)1. b. \(2\) of the Unified Development Code \(UDC\) which requires open-style fencing and a max height requirement of 6' for front yards and side yards in front of the main structure. The applicant is requesting a variance to allow a wooden privacy fence. The property is on approximately 2.031-acres legally described as Lot 1, Block 1 of Aikens Subdivision, zoned Single-Family 36,000 square-foot minimum lots \(SF-36\) and addressed as 132 Mount Gilead Rd. Preston & Judy Sittig, Owner/Applicant. \(ZBA-2509-0007\)](#)

Plans Examiner gave a brief presentation of the property and variance request.

Chairperson Gilpin opened the Public Hearing.

Motion was made by Chairperson Gilpin and second by TJ Stack, to close the Public Hearing.

ZBA Members discussed item C-3.

Motion was made by Jessica Juarez to approve item D-3. Motion failed as there was no second to approve item.

Motion was made by Michael McClement to Deny item C-3. TJ Stack second the motion to deny item.

**Motion passed 4-1**

**Aye: TJ Stack, Michael McClement, Luz Rodriguez, Chairperson Gilpin.**

**Nay: Jessica Juarez.**

4. [PUBLIC HEARING: Consider a request to appeal a decision made by an administrative official related to the property located at 1716 Keller Parkway, Keller, Texas 76248. \(ZBA-2509-0006\)](#)

**Director of Development Services Sara Hensley stated that Item D-4 is a request to appeal the decision of an administrative official of the city.**

**Attorney Mark Cronenwett, 2100 Ross Ave; gave Background to item D-4 to the Zoning Board.**

**Karen Pyle, 1700 Adalina Dr; shared and gave background to item D-4 to the Zoning Board.**

**Ron Pyle, 1700 Adalina Dr; shared and background to item D-4 to the Zoning Board.**

**City of Keller attorney Matthew Boyle gave background to item D-4.**

**Director of Development Services Sarah Hensley answered questions from City of Keller attorney Matthew Boyle.**

**Director of Development Services Sarah Hensley answered questions from attorney Mark Cronenwett.**

**Director of Development Services Sarah Hensley answered questions from City of Keller attorney Matthew Boyle.**

**City of Keller attorney gave closing statement on item D-4**

**Attorney Mark Cronewett gave closing statements on item D-4.**

**Karen Pyle gave additional background to item D-4**

**Public Hearing was closed.**

**ZBA board discussed item D-4 and asked questions to both applicant and city staff.**

**Chairperson Matthew Gilpin made a motion to deny item D-4. Jessica Juarez**

second the motion.

Aye:TJ Stack, Michael McClement, Jessica Juarez, Chairperson Gilpin.

Nay:Luz Rodriguez

The motion to deny item D-4 was passed 4-1

**E. ADJOURN**

Chairperson Gilpin adjourned the meeting at 8:32 p.m.

Please contact City of Keller for full detail audio of Zoning Board meeting.

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Chairperson

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Staff Liaison