



**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, December 12, 2023**

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**PRE-MEETING BRIEFING 6:30 P.M.**

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

Chairman Alvarado called the meeting to order at 6:31 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
John Baker, Vice-Chairman  
Greg Will  
Erin Pfarner  
Erik Leist - Arrived at 7:00 p.m.  
Vernon Stansell  
Ross Brensinger  
Gigi Gupta  
Luz Rodriguez

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Bartee; Economic Development Specialist (EDS) Siale Langi; Planner I Amber Washington; Planner I Alexis Russell and Planning Technician Kaleena Stevens.

**B. ADMINISTRATIVE COMMENTS**

Chairman Alvarado introduced Luz Rodriguez as an Alternate Commissioner.

Commissioner and Staff introductions were made.

1. [Briefing regarding City Council action on December 5, 2023.](#)

CDD Hensley gave a brief recap of the December 5, 2023 City Council meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

D-1: No comments.

D-2: CDD Hensley gave brief background of the PD Amendment request for Milestone Church at 201 Mount Gilead Road. There was discussion among the Commission about the dimensions of the steeple.

D-3: CDD Hensley gave brief background on a Site Plan with variances for Taco Tequila at 228 South Main Street. There was discussion among the Commission about the parking at the proposed location.

**D. 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.

No public comments received.

**D. NEW BUSINESS**

1. [Consider the minutes of the November 14, 2023 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 November 14, 2023 Planning and Zoning Commission Meeting. The motion carried by the following vote:**

**AYE: 6 - Chairman Paul Alvarado, Vice-Chairman John Baker, Commissioner Gregory Will, Commissioner Erin Pfarner, Commissioner Vernon Stansell, Commissioner Ross Brensinger**

**Abstained: 1- Commissioner Eric Leist.**

2. [PUBLIC HEARING: Consider a request for a Planned Development \(PD\) amendment for Milestone Church, being 54.28 acres on the north side of Mount Gilead Road,](#)

approximately 1,000 feet east of U. S. Hwy. 377, zoned Planned Development 1724-Single Family Residential-15,000 square foot minimum and Planned Development 1724-Patio Homes 6,500 square foot minimum, on the property legally described as Lot 1R, Block A of the Milestone Church Addition and addressed 201 Mount Gilead Road. Andrew Oxley, Oxley Architects, Applicant. Milestone Church, Owner. (Z-23-0007)

CDD Hensley gave a presentation on Item D-2, a request for a Planned Development amendment for Milestone Church at 201 Mount Gilead Road.

The Applicant, Andrew Oxley, clarified the reasoning behind the proposed setback for the steeple.

Chairman Alvarado opened the Public Hearing.

The following individuals spoke in opposition to the Milestone Church variance request due the current activities of the church: Mr. Kyle and Mrs. Wing Lily Alexander, 325 Mount Gilead Road; Mr. Jack Slay, 1221 Valley Ridge Drive; Mr. Tommy Beck, 1234 Valley Ridge Drive; Mr. Patrick Hart, 1504 Emerald Knoll Drive; Ms. Paula Merrell, 321 Mount Gilead Road; Ms. Shannon Robb, 329 Mount Gilead Road; Mr. Daniel and Mrs. Lori Zrna, 333 Mount Gilead Road.

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

CDD Hensley informed the public of the e-notification system offered through the city website.

Commissioner Leist stated his support for Item D-2, but cited concerns about noise level generated from current church activities. The Applicant couldn't speak towards their client's (Milestone Church) current activities but stated they would inform them of the neighbor's concerns that were raised that evening.

Chairman Alvarado showed opposition to the request, stating that the neighbors concerns from previous P&Z hearing were not addressed.

Commissioner Stansell asked the Applicant to clarify that the height requested was referring to the top of the cross feature. The Applicant answered that it was.

There was discussion among the Commission about the church installing a living screening wall.

Commissioner Will asked if Milestone would be willing to relocate the steeple to elsewhere on the property. The Applicant stated that the proposed location is the same as was shown in the original site plan.

Both Chairman Alvarado and Commissioner Will recommended that someone from the church be present to represent the request when the item goes before City Council.

Commissioner Pfarner had a brief discussion with the Applicant on how the proposed steeple would impact the surrounding trees on the property.

Commissioner Brensinger stated his support for the steeple.

Commissioner Pfarner stated disappointment over the church's lack of effort to communicate the proposal with neighboring properties.

There was discussion, led by Commissioner Leist, about motioning to recommend approval of Item D-2 with condition that privacy screening be constructed. CDD Hensley cautioned the Commission that meeting that requirement may not be feasible, and the motion was withdrawn.

Vice-Chairman Baker suggested the condition of restricting approval of the height allowance to only apply to the structure being proposed.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Ross Brensinger, to recommend approval of Item D-2 as presented. The motion carried by the following vote:**

**AYE: 4- Commissioner Gregory Will, Commissioner Leist, Vice-Chairman Baker, Commissioner Brensinger**

**NAY: 3- Chairman Alvarado, Commissioner Pfarner, Commissioner Stansell**

3. [Consider a request for a Site Plan with variances for a new 4,500 square-foot restaurant, on .11 acre, located on the west side of South Main Street, approximately 100 feet southwest of the Bates and South Main Street intersection, legally described as a portion of Lots 2 and 3, Block 5, Keller, City Addition and addressed as 228 South Main Street. Keller Main 222, LLC, Owner/Applicant.](#)

CDD Hensley gave a presentation on Item D-3, a site plan for Taco Tequila at 228 S. Main Street.

The Applicant, Cary Moon, stated his intentions for future phases of development on other lots in Old Town Keller and thanked the Commission for hearing his proposal.

Vice-Chairman Baker asked about parking plans for the site. The Applicant stated intent to use an adjacent lot for parking.

There was discussion among the Commission and the Applicant about proposed construction materials.

A motion was made by Commissioner Erin Pfarner, seconded by Commissioner Vernon Stansell, to recommend approval of Item D-3 as presented. The motion carried unanimously.

**E. ADJOURN**

Chairman Alvarado adjourned the meeting at 8:35 p.m.

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Chairperson

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Staff Liaison