

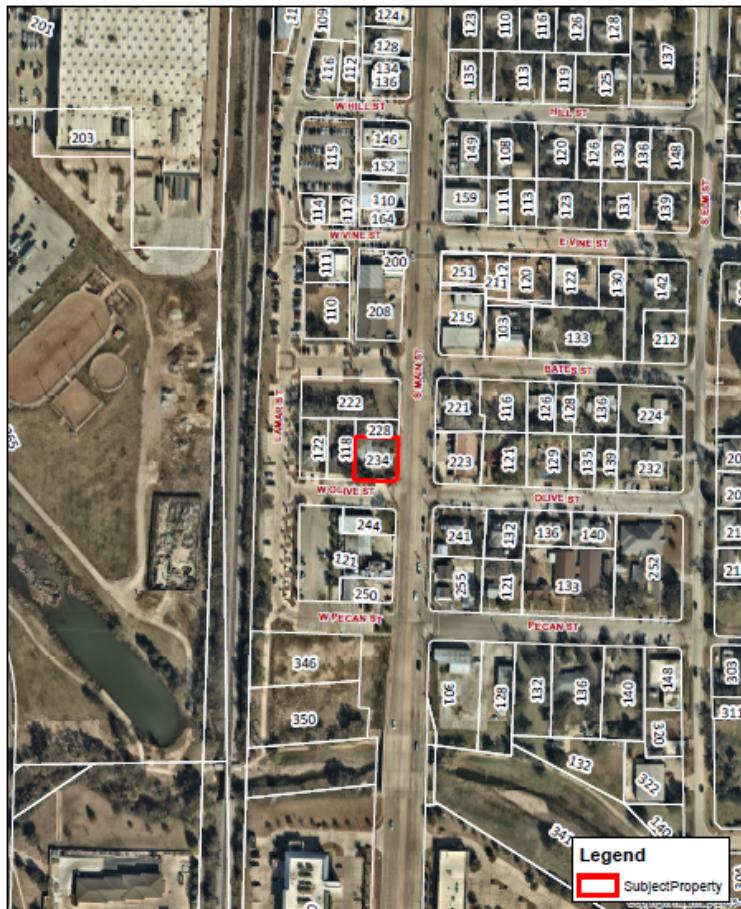


Tuesday, April 2, 2019  
**City Council Meeting**

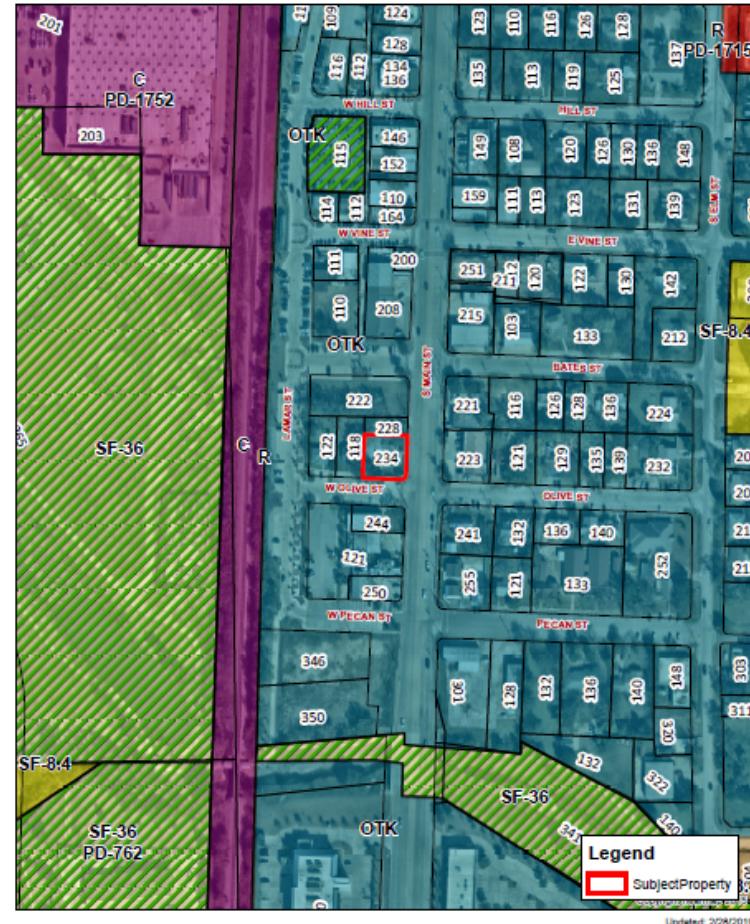
## H-1

**Public Hearing:** Consider an ordinance for a Specific Use Permit (SUP) for Brett Vance Insurance, a proposed 'professional office' use, to include all associated business with insurance, to occupy a 1,598 square-foot building, located on a 0.17-acre lot on the west side of South Main Street (US 377), approximately 52 feet north west of South Main Street (US 377) and the Olive Street intersection, being a portion of Lot 3 and 4, Block 5E, Keller City Addition, at 234 South Main Street (US377), and zoned OTK (Old Town Keller). Keller Main Street Depot, LLC, owner; Brett Vance, applicant. (SUP-19-0004).

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## **H-1: Background**

1. The current building's site plan was approved on August 24, 2011. Prior to this date, the building was a residence.
2. The business previously occupying 234 South Main Street was Hill Design, a General Contracting business that obtained their Certificate of Occupancy on February 14, 2011.
3. The applicant is currently the majority owner of Keller Main Street Depot, LLC. Keller Main Street Depot, LLC purchased the property approximately 18 months ago. From 2011 through 2019, Hill Design was the occupant and renter. Hill Design vacated the building in January 2019.
4. The applicant's staff is currently dispersed throughout their building at 204 South Main Street. The floor plan layout with divided rooms is not conducive to communication between staff.
5. The applicant wishes to move the insurance staff to the proposed building, so staff can be organized in one central location within the building.

## **H-1: Proposed Use**

The proposed use of “administrative, professional, or corporate office” requires approval of an SUP in Old Town Keller (OTK) zoning if the use is on the first floor and occupies space greater than 1200 square feet.

The proposed use of “administrative, professional, or corporate office” is allowed by right if the business is located on the second floor, or higher floor, of a building located in Old Town Keller zoning.

According to the improvements filed with Tarrant County, the building is listed at 1,598 square-feet.

The applicant will offer insurance products such as auto, home, life, renters, business, motorcycle, recreational, and umbrella policies. Financial Planning is an additional product offered to the clients.

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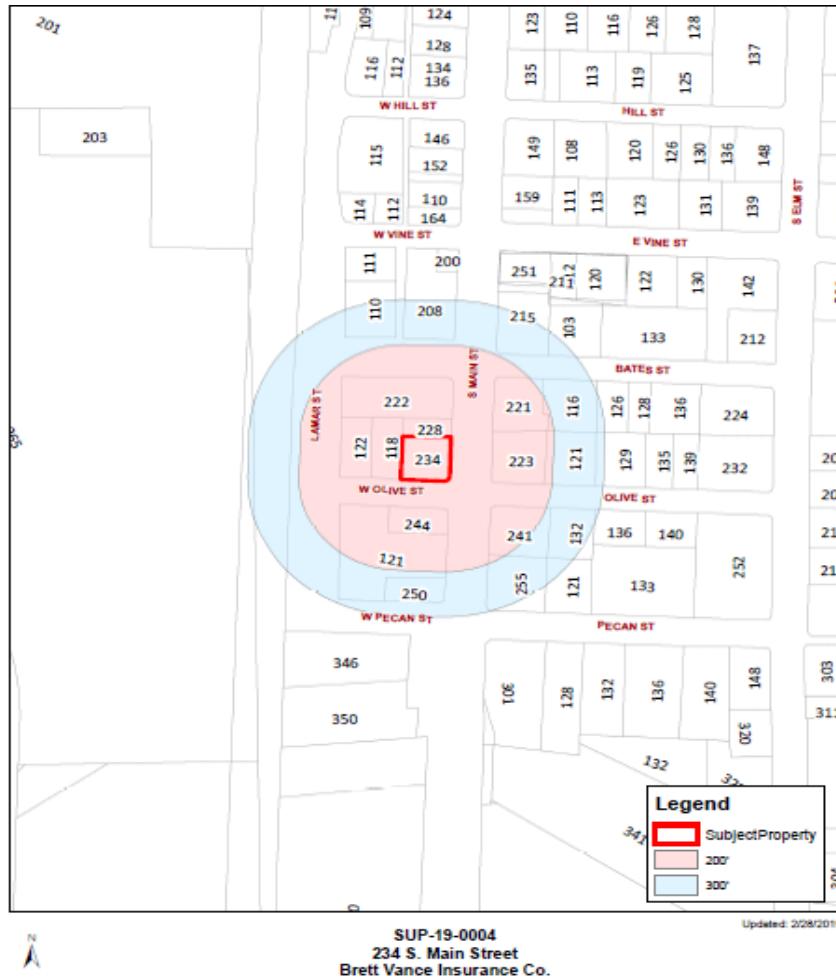


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On January 4, 2019, the City mailed out thirty-two (32) letters of notifications for a Public Hearing to property owners within (300') of the subject property.

As of April 2, 2019, the City has received six letters of support from the public. Only two letters are within the (200') buffer. There has been no verbal or written opposition.



Section 8.04 (B.2.a) of the UDC states that when considering an SUP request, City Council shall consider the following factors:

- The use is harmonious and compatible with surrounding existing uses or proposed uses;
- The activities requested by the applicant are normally associated with the permitted uses in the base district;
- The nature of the use is reasonable and appropriate in the immediate area;
- Any negative impact on the surrounding area has been mitigated; and that any additional conditions specified ensure that the intent of the district purposes are being upheld.

## H-1 Staff Analysis

The previous tenant at this specific location was a “professional office use;” however, the Certificate of Occupancy was filed in 2011. When the Code was updated on July 7, 2015, that tenant’s use was listed as a legal-non conforming use, as the building was one story and greater than (1,200) square-feet. This use is permitted on the second floor or higher.

The proposed use of the building in Old Town Keller zoning does not have a negative impact on the surrounding area and no additional conditions are being requested. The applicant currently occupies space in Old Town Keller zoning and simply wants to relocate his business from 204 South Main Street.

Staff has no objections to this request for an SUP.

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### City Council Options

City Council has the following options when considering an SUP application:

- Approve
- Approve with modifications or conditions
- Table the agenda item to a specific date with clarification of intent and purpose
- Deny

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## Board Opinion

The Planning and Zoning Commission heard this agenda item on March 11, 2019 and voted unanimously to recommend approval.

**Questions:  
Scott Bradburn  
817-743-4125**

