



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

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

---

Tuesday, October 22, 2024

---

**CAPITAL IMPROVEMENTS ADVISORY COMMITTEE REGULAR MEETING**  
**6:00 P.M.**

**PLANNING & ZONING COMMISSION PRE-MEETING TO BEGIN**  
**IMMEDIATELY FOLLOWING CAPITAL IMPROVEMENTS ADVISORY**  
**COMMITTEE MEETING**

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

Chairman Alvarado called the meeting to order at 6:08 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
John Baker, Vice-Chairman  
Erin Pfarner  
Erik Leist  
Vernon Stansell  
Ross Brensinger  
Luz Rodriguez

The following Commission Members were absent:

Gigi Gupta

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

**B. ADMINISTRATIVE COMMENTS**

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

CDD Hensley gave a brief recap of the October 1 & October 15, 2024 City Council meetings.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Item E-1: CDD Hensley gave brief background on the Specific Use Permit (SUP) request for Masters of Barbering .

Item E-2: Planner Russell gave brief background on a Zoning Change request for the

Mountain Blue Planned Development (PD).

The Commission and Staff discussed the unique situation of a PD consisting of only one lot, the height of the proposed carport, and the use of wood fencing for privacy.

#### **D. ADJOURN**

Chairman Alvarado adjourned the pre-meeting at 6:45 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.

Chairman Alvarado invited the public to speak on any topic. No member of the public came forward to speak.

#### **D. CONSENT**

1. [Consider the minutes of the October 8, 2024 Planning and Zoning Commission Meeting.](#)

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erin Pfarner, to approve the minutes of the October 8, 2024 Planning and Zoning Commission Meeting. The motion carried by the following vote:**

**AYE-6: Chairman Paul Alvarado; Commissioner Erin Pfarner; Commissioner Vernon Stansell; Vice-Chairman John Baker; Commissioner Ross Brensinger and Commissioner Luz Rodriguez**

**ABSTAIN-1: Commissioner Erik Leist**

#### **E. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Masters of Barbering, a spa proposed in an existing 1,711 square-foot lease space on approximately 1.4 acres, located at the northwest corner of the intersection of N. Main Street and Keller Hicks Road, legally described as Lot 1, Block 1 of the Tommy Tackett Addition, zoned Old Town Keller and addressed 413 N. Main Street. Cody Perez, Applicant/Owner. \(SUP-2409-0007\)](#)

CDD Hensley gave a presentation on the SUP request for Masters of Barbering.

Chairman Alvarado opened the public hearing.

No public comments received.

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

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erik Leist, to recommend approval of Item E-1 as presented. The motion carried unanimously.**

2. [PUBLIC HEARING: Consider a recommendation for a Planned Development Zoning Change for Mountain Blue, from Single Family Residential-36,000 square-foot lots \(SF-36\) to Planned Development - Single Family Residential-36,000 square-foot lots, consisting of one residential lot on approximately 10.6 acres of land, legally described as Lot 1, Block A and Lot 1, Block B of the Mountain Blue Addition, and Abstract 592 Tract 8C03, Abstract 592 Tract 8C04, and Abstract 592 Tract 8C1 & 8C2 of the Jesse Gibson Survey, located on the north side of Lambert Lane East, approximately 680 feet west of the Lambert Lane East and Ottinger Road intersection, and addressed as 5899, 5909, 5943, and 13492 Lambert Lane East. Joey Feste Jr., Owner. Janet Sipes, Applicant. \(ZONE-2409-0006\)](#)

Planner Russell gave a presentation on the Zoning change request for Mountain Blue.

Chairman Alvarado opened the public hearing.

No public comments received.

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

There was a discussion among the Commission and the Applicant about several topics including the proposal to place the fence five feet from the property line along Lambert Lane West, onsite parking for visitors and staff, and the carport that is being proposed in the property setbacks.

The Applicant also confirmed that the proposed gatehouse would be moved so as not to impinge on the front setbacks. They further stated that a photometric plan in compliance

with light regulations would be submitted with the future building plans.

**A motion was made by Chairman Paul Alvarado, seconded by Commissioner Erik Leist, to recommend approval of Item E-2 as presented. The motion carried unanimously.**

**F. ADJOURN**

Chairman Alvarado adjourned the meeting at 7:33 p.m.

---

Chairperson

---

Staff Liaison