



**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, November 12, 2024**

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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 6:30 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 Barteel; and Planner I Alexis Russell.

**B. ADMINISTRATIVE COMMENTS**

CCD Hensley discussed the upcoming holiday schedule.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Item E-1: CDD Hensley gave brief background on the Specific Use Permit (SUP) request for 1220 Keller Pkwy.

Item E-2: CDD Hensley gave brief background on the Planned Development (PD) request for Whitley Springs. There was discussion on the lot coverage change from the original PD request in June 2024.

Item E-3: CDD Hensley gave brief background on the Future Land Use Plan (FLUP) amendment for Whitley Springs. There was discussion about the public feedback that has been received.

Item E-4: CDD Hensley gave brief background on the PD request for FLEXD Keller. A discussion was held to provide clarification on the two separate lots and the

Developments proposed use chart.

Item E-5: CDD Hensley gave brief background on the SUP request for a proposed 5,000 sq-ft multitenant building, to allow a one story building, allow the proposed structure to be less than 6,000 sq-ft, allow a restaurant with a drive-thru, and to allow one tenant to be a bank at 1241 Keller Pkwy.

Item E-6: CDD Hensley gave brief background on the SUP request for a proposed 11,000 sq-ft multitenant building, to allow a one story building, to allow a restaurant with a drive-thru, and to allow one tenant to be a bank at 1241 Keller Pkwy.

There was a discussion about the changes made before the evenings meeting, challenges with the cost of the lot and developing the cross-access to the lots to the east. CDD Hensley provided clarification about the proposed tenants for the lot.

**D. ADJOURN**

Chairman Alvarado adjourned the pre-meeting at 6:48 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. CONSENT**

1. [Consider the minutes of the October 22, 2024 Planning and Zoning Commission Meeting.](#)  
**A motion was made by Commissioner Erik Leist, seconded by Commissioner Ross Brensinger, to approve the minutes of the October 22, 2024 Planning and Zoning Commission Meeting. The motion carried unanimously.**

**E. NEW BUSINESS**

- 1. [PUBLIC HEARING: Consider a request to amend an existing Specific Use Permit \(SUP\) allowing a one-year extension for the Applicant to complete the required development steps to renovate the space for a Surgical Outpatient Facility, in an existing 10,389 square-foot building on approximately 1.72 acres, legally described as Lot 10, Block B of Keller Town Center Addition, situated approximately 300 feet southwest of the intersection of Country Brook Drive and Keller Parkway, zoned Town Center Medical Overlay District and addressed as 1220 Keller Parkway. Jim Sager, Transwestern Commercial Real Estate, Applicant. Roger Wilson, Owner Representative. \(SUP-2410-0010\)](#)

CDD Hensley gave a presentation the SUP request for 1220 Keller Pkwy.

The Applicant, Jim Sagar, explained his involvement in the project and spoke about the new buyer for the property.

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.**

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

- 2. [PUBLIC HEARING: Consider a request for Whitley Springs, a Planned Development Zoning Change from Commercial \(C\) to Planned Development - Mixed Use \(MU\) consisting of 22 residential lots, two commercial lots and 1.44 acres of open space on approximately 6.43 acres of land, legally described as a portion of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. \(ZONE-2409-0005\)](#)

CDD Hensley gave a presentation on the PD request for Whitley Springs.

The Applicants (Curtis Young and Mike Garabedien) gave their own prepared presentation and spoke to the changes made to the original PD request heard in June 2024.

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.**

There was discussion among the Commission and the Applicant about potential tenants for the commercial development. The Applicant stated that the tenants would be narrowed down during the platting process.

Further discussion focused on the development timeline and the requirement that they be included in the development standards. Similar developments were discussed, and community feedback was sought.

Vice-Chairman Baker expressed a preference for front-facing garages and inquired about the price point for the homes.

It was clarified that the park/open space would be developed alongside the residential portion of the PD.

The roundabout's impact on the nearby school was questioned and Staff clarified that the roundabout is part of the major thoroughfare plan.

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

3. [PUBLIC HEARING: Consider a request for a Future Land Use Plan \(FLUP\) amendment from Retail/Commercial to Patio-Garden-Townhome for a portion of 6.43 acres legally described as portions of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. \(PA-2409-0002\)](#)

CDD Hensley gave a presentation on the FLUP amendment request for Whitley Springs.

The Applicant had no comments.

Chairman Alvarado opened the public hearing.

No public comments received.

**A motion was made by Commissioner Vernon Stansell, seconded by Vice-Chairman John Baker, 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-3 as presented. The motion carried unanimously.**

4. [PUBLIC HEARING: Consider a request for FLEXD Keller, a Planned Development Zoning Change from Commercial \(C\) and Neighborhood Services \(NS\) to Planned Development - Tech Flex, consisting of two separate commercial lots totaling approximately 10.77 acres of land, one lot being legally described as Tract 14C03A, Abstract 457 of the John Edmonds Survey, located approximately 750 feet southeast of the Bear Creek Parkway West and Chisholm Trail intersection and addressed 777 Chisholm Trail, and the second lot being legally described as Lot 1, Block A of the Bear Creek Office Park Addition, located at the southeast corner of the Bear Creek Parkway West and Chisholm Trail intersection and addressed 150 Bear Creek Parkway West. Jordan Rymer, Flexd Development, Applicant. Legendary Properties LLC, Owner. \(ZONE-2409-0004\)](#)

CDD Hensley gave a presentation on the PD request for FLEXD Keller.

The Applicant (Mike Garabedien and Jordan Reiner) gave their own prepared presentation.

Chairman Alvarado opened the public hearing.

Margaret Heath, 793 Santa Fe Trail, stated her concerns about increased traffic, proximity to her home, and the elevation of her property in comparison.

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

The Applicant addressed the concerns raised during the public hearing including trip generation, delivery, and operating hours for the business park, topography, buffers, and proposed uses.

Commissioner Brensinger led a discussion about the park's management system and the inclusion of uses as SUP's instead of permitted by right. Commissioner Leist suggested removing some uses from the use chart and asked about projecting signage.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin Pfarner, to recommend approval with the following conditions:**

1. **to remove retail sales of CHP, tobacco, e-cigarettes or non-traditional smoking-related products from the PD'S proposed Use Table.**
  2. **change the permitted by right for Brewery (with related sales on and off premises), Distillery, Gunsmith, Heavy Machinery Sales and Service, Medspa, Private Club and Veterinarian Clinic to permitted with an approved SUP, on the PD's proposed Use Table. The motion carried unanimously.**
5. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for a proposed 5,000 square-foot multitenant building, to allow a one-story building, to allow a proposed structure to be less than 6,000 square-feet, to allow a restaurant with drive-thru, and to](#)

allow one tenant to be a bank, with the condition that only one bank be allowed on the entire lot, on a 2.94-acre lot, located directly north of the Keller Parkway and Country Brook Drive intersection, legally described as Tract 2E, Abstract 28 of the Pamela Allen Survey and addressed 1241 Keller Parkway. Ryan McIntosh, Trinity Partners Commercial Real Estate, Applicant/Owner. (SUP-2410-0009)

CDD Hensley gave a presentation on the SUP request for 1241 Keller Pkwy.

The Applicant, Ryan McIntosh, gave their own prepared presentation.

Chairman Alvarado opened the public hearing.

No public comments received.

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

There was a discussion among the Commission and Staff about the development property's proximity to residential, landscape buffer requirements, and delivery and trash hour regulations.

There was also a discussion about the two-story requirements in the Unified Development Code (UDC), highlighting the vague definitions of a "story."

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erin Pfarner, to recommend approval of Item E-5 as presented. The motion carried unanimously.**

6. PUBLIC HEARING: Consider a request for a Specific Use Permit (SUP) for a proposed 11,000 square-foot multitenant building. An SUP is requested to allow a one-story building, to allow Mo'Bettahs, a restaurant with drive-thru, and to allow one tenant to be a bank, with the condition that only one bank be allowed on the entire lot., on a 2.94-acre lot, located directly north of the Keller Parkway and Country Brook Drive intersection, legally described as Tract 2E, Abstract 28 of the Pamela Allen Survey and addressed 1241 Keller Parkway. Ryan McIntosh, Trinity Partners Commercial Real Estate, Applicant/Owner. (SUP-2410-0012)

CDD Hensley gave a presentation on the SUP request for 1241 Keller Pkwy.

Chairman Alvarado opened the public hearing.

No public comments received.

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

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin**

Pfarnier, to recommend approval of Item E-6 as presented. The motion carried unanimously.

**F. ADJOURN**

Chairman Alvarado adjourned the meeting at 9:32 p.m.

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Chairperson

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Staff Liaison