



**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, August 22, 2023**

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

**A. CALL TO ORDER - Acting Chairman John Baker**

Acting Chairman Baker called the meeting to order at 6:30 p.m.

The following Commission Members were present:

John Baker, Acting Chairman  
Greg Will  
Erin Pfarner  
Leslie Sagar  
Vernon Stansell  
Ross Brensinger  
GiGi Gupta

The following Commission Members were absent:

Paul Alvarado  
Erik Leist

Staff present included Community Development Director (CDD) Sarah Hensley; Director of Community Services (DCS) Cody Maberry; Planning Consultant (PC) Iván Gonzalez; Planner I Amber Washington; City Engineer Chad Bartee; and Planning Technician Alexis Russell.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council Action on August 15, 2023.](#)

CDD Hensley gave a recap of the August 15, 2023 City Council meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

D-1: No comments.

D-2: Planner Washington gave brief background on the SUP request for Mount Christian School at 860 Keller Smithfield Rd. She noted that the request has received enough opposition letters to trigger super-majority as of August 22, 2023. Planner Washington suggested the Commissioners include the condition of specific drop-off regulations in their consideration of Item D-2. There was discussion about the trip generation form with elaboration from CE Bartee on the trip generation form numbers presented.

Commissioner Sagar asked if a traffic flow plan was submitted. CE Bartee answered that a plan of that type was asked for, but the Applicant did not provide one. Commissioner Pfarner asked if there were any complaints about the currently operating preschool traffic. CDD Hensley replied that there has not. Commissioner Gupta asked about the intended number of students and how that affects the SUP consideration. Planner Washington then suggested the second condition of limiting the maximum number of students.

D-3: PC Gonzalez gave brief background of the Keller Sports Park and the requested Site Plan Amendment with variances. Commissioner Will asked if the site was under-parked and if that was the reason for the variance request. PC Gonzalez replied that the variance requested is for the parking islands and landscaping, not for the number of parking spots.

## **D. ADJOURN**

Acting Chairman Baker adjourned the pre-meeting at 6:53 p.m.

## **REGULAR MEETING 7:00 P.M.**

### **A. CALL TO ORDER – Acting Chairman John Baker**

Acting Chairman Baker called the meeting to order at 7:02 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.

### **D. NEW BUSINESS**

1. [Consider the minutes of the August 8, 2023 Planning and Zoning Commission Meeting.](#)

**A motion was made by Commissioner Leslie Sagar, seconded by Commissioner Gregory Will, to approve the minutes of the August 8, 2023 Planning and Zoning Commission Meeting. The motion carried by the following vote:**

**AYE: 6 - Acting Chairman Baker, Commissioner Will, Commissioner Pfarner, Commissioner Gupta, Commissioner Sagar, Commissioner Brensinger**

**ABSTAIN: 1 - Commissioner Stansell**

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) to operate Mount Christian Academy, a private K-12 school within the existing Mount Gilead Baptist Church, on approximately 7.99 acres located on the west side of Keller Smithfield Road, at the intersection of Keller Smithfield Road and Ottinger Road, legally described as Lot 1, Block A of the Mt. Gilead Baptist Church Addition, zoned Single-Family 36,000 minimum square-foot lots \(SF-36\) and addressed 860 Keller Smithfield Road. Mt. Gilead Baptist Church, Owner. Karen Otto, Applicant. \(SUP-23-0018\).](#)

Planner Washington gave a presentation on Item D-2, an SUP request for Mount Christian Academy at 860 Keller Smithfield Rd.

The Applicant, Karen Otto, gave her reasoning for the request.

Acting Chairman Baker opened the Public Hearing.

The following individuals spoke in opposition to the Mount Christian Academy SUP request due to traffic concerns along Keller Smithfield Road and Oakhill Road: Mr. Dustin Austin, 1315 Oakhill Road; Mr. Ray Irizarry, 1305 Oakhill Road; Ms. Maureen Hagan, 1005 Oakwood Drive; Ken Pearson, 1310 Oakhill Road; Mr. Seth Wages, 822 Keller Smithfield Road; Mr. Manny Funes, 1330 Oakhill Road; and Ms. Joan Boyle, 1262 Oakhill Road.

Nash Paradise, 1248 Bancroft Road, spoke in support of Mount Christian Academy, praising the small class size that the church offers.

Mike Thompson, 1320 Oakhill Road, spoke in support of the Mount Christian Academy.

Kody Wetzold, 1425 Daryll Lane, spoke in support of the Mount Christian Academy as someone who attends the church. He elaborated on the traffic patterns for the current operating church and preschool.

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

Commissioner Brensinger thanked everyone who came to speak during the Public Hearing. He asked about the traffic flow for the currently operating preschool. The Applicant stated that parents must park and physically check-in their children. The Applicant stated that she was willing to have the conversations to find compromise with the neighboring properties in regard to traffic concerns.

Commissioner Brensinger asked if the church would be willing to close the entrance off Oakhill Road. The Applicant was amicable to the idea. CDD Hensley noted that the city fire department would have to be consulted first.

Commissioner Stansell asked if there were any plans to widen Keller Smithfield Rd. CE Bartee answered that there are none at this time. Commissioner Stansell stated his belief that the traffic issues along Keller Smithfield Road are not attributed to the church operations.

Commissioner Gupta gave her own perspective on the traffic of Keller Smithfield Road. She asked about the occupancy of the building and how that affects approval of the SUP. Planner Washington explained that limiting the number of students could be a potential condition of the SUP.

Commissioner Sagar thanked everyone from the public who came out to speak during the public hearing. She gave her perspective of the traffic off Keller Smithfield Road. She encouraged the Applicant to submit a traffic flow plan before the item is presented to City Council.

Commissioner Pfarner asked about the plan for teachers for the school in regard to parking. The Applicant responded that its a co-op school so parents will be very involved which limits the number of teachers required. Commissioner Pfarner clarified a few points covered earlier and thanked the Applicant for their efforts.

Acting Chairman Baker asked about current enrollment. The Applicant answered that current enrollment is 92 preschool students.

At Acting Chairman Baker's request, CE Bartee spoke about the City of Keller Major Thoroughfare Plan as well as how the trip generation form numbers were calculated.

Acting Chairman Baker asked about tabling the item to allow the Applicant to speak with their neighbors. CDD Hensley replied that the Commission could table the item but the Public Hearing would not be reopened at the next meeting.

Commissioner Will stated his opinion that current traffic issues are due to cut-through traffic. He echoed the suggestion that the Applicant rework the proposed traffic flow plan.

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Ross Brensinger, to table Item D-2 to the September 12, 2023 Planning and Zoning Commission meeting. The motion carried unanimously.**

- [3. Consider a request for a Site Plan with variances for new sport fields and renovations to existing fields, for the Keller Sports Park, an existing sports complex, on an approximately 192-acre property, legally described as Lot 1, Block 1, Keller Athletic Complex Addition, Abstract 457, Tract 14D of the John Edmonds Survey and Abstract 70 Tract 7C of the Jesse Billingsley Survey, located on the south side of Golden Triangle Blvd, southwest of the South Main Street and Keller Parkway intersection, zoned Single Family Residential 36,000 square-foot lots \(SF-36\), Single Family Residential 8,400 square-foot lots \(SF 8.4\) and Commercial \(C\) and addressed as 265 Golden Triangle Blvd. Parkhill, Applicant; City of Keller, Owner. \(SP-23-0021\)](#)

PC Gonzalez gave a presentation on Item D-3, a Site Plan with variances for Keller Sports Park.

Clint Wofford, Landscape Architect for Parkhill, was present to answer questions. At the

request of Commissioner Pfarner, he gave his own brief summary of the requested changes.

Commissioner Pfarner asked about the need for platting the northern section of the park. PC Gonzalez stated that platting is a requirement of the UDC.

DCS Maberry elaborated on the overall timeline of the Keller Sports Park Renovation project that began in 2017.

Commissioner Brensinger stated his support for Item D-3. He asked if the parking to landscaping ratio requirement was met. PC Gonzalez answered that what was proposed well exceeds the UDC requirements.

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Leslie Sagar, to approve Item D-3 as presented. The motion carried unanimously.**

**E. ADJOURN**

Acting Chairman Baker adjourned the meeting at 8:48 p.m.

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Chairperson

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Staff Liaison