



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, July 14, 2026

PRE-MEETING BRIEFING 6:30 P.M.

A. CALL TO ORDER - Chairman John Baker

Chairman Baker called the meeting to order at 6:32 p.m.

The following Commission Members were present:

John Baker, Chairman
Erin Pfarner, Vice-Chairwoman
Erik Leist
John Scott
Ross Brensinger
Deborah Johnson
Andrew Young

The following Commission Members were absent:

Michelle Sandoval Cabanas; Bill Schlegel

Staff present included Director of Development Services (DDS) Sarah Hensley; City Engineer Chad Bartee; Planner II Alexis Russell; Planner I Calvin Eddleman; Planner I Ethan Flanders and Planning Technician Kaleena Stevens.

B. ADMINISTRATIVE COMMENTS

1. [Briefing regarding recent City Council action.](#)

DDS Hensley gave a brief recap of the July 7, 2026 City Council Meeting.

C. DISCUSS AND REVIEW AGENDA ITEMS

Item E-1: Planner Zimmerman gave a brief recap of the Specific Use Permit (SUP) request for 912 Keller Smithfield Rd. S.

Items E-2, E-3 and E-4: CDD Hensley gave a brief recap of the requested amendments to the Unified Development Code (UDC).

D. ADJOURN

Chairman Baker adjourned the pre-meeting at 6:55 p.m.

REGULAR MEETING 7:00 P.M.**A. CALL TO ORDER – Chairman John Baker**

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 three business days' 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 Baker 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 May 26, 2026 Planning and Zoning Commission Meeting.](#)

A motion was made by Vice-Chairwoman Erin Pfarner, seconded by Commissioner Ross Brensinger, to approve the minutes of the May 26, 2026 Planning and Zoning Commission Meeting. The motion carried unanimously.

2. [Consider the minutes of the June 9, 2026 Planning and Zoning Commission Meeting.](#)

A motion was made by Vice-Chairwoman Erin Pfarner, seconded by Commissioner Ross Brensinger, to approve the minutes of the June 9, 2026 Planning and Zoning Commission Meeting. The motion carried by the following vote:

AYE-7: Chairman John Baker; Vice-Chairwoman Erin Pfarner; Commissioner John Scott; Commissioner Erik Leist; Commissioner Ross Brensinger; Commissioner Andrew Young

ABSTAIN-1: Commissioner Deborah Johnson

E. NEW BUSINESS

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for an approximately 2,259 square-foot detached accessory building, located on 2.46 acres, on the west side of Keller Smithfield Road S., approximately 3,065 feet northwest of the intersection of Shady Grove Road and Keller Smithfield Road S., legally described as Lot 1, Block 1 of the Phabke Hill subdivision, zoned Single-Family 36,000 square-foot lot size](#)

[or greater \(SF-36\) and addressed 912 Keller Smithfield Road S. Chase Hall, Applicant. Jerry and Jill Pham, Owner. \(SUP-2605-0016\)](#)

Planner Zimmerman gave a presentation on the SUP request for 912 Keller Smithfield Rd. S.

Bob Stephenson (904 Keller Smithfield Rd. S), came forward to speak about his concerns regarding the project.

Frank Guerra (1425 Danbury Parks Dr.), spoke about his concerns regarding the project.

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to close the public hearing. The motion carried unanimously.

There was a discussion between the Commission and the Applicant regarding the height of the proposed structure, window placement, and the plans for the sport court.

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

2. [PUBLIC HEARING: Consider a request to approve amendments to the City of Keller Unified Development Code \(UDC\), adopted by Ordinance No. 1746 dated July 7, 2015, by amending Article Three - Definitions, relating to definitions for Home Occupations and Medical Spas; providing penalties; authorizing publication; and establishing an effective date. \(UDC-2606-0003\)](#)

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to close the public hearing for Items E-2, E-3, and E-4. The motion carried unanimously.

There was a discussion between the Commission and Staff regarding Item E-2, focusing on concerns about the proposed amendment's wording related to home occupations, particularly the HVAC and Plumbing uses, parking allowances for work vehicles, and clerical duties.

Additionally, the Commission expressed a desire to revise the amendment wording for Medical Spas, with Commissioner Scott agreeing to provide the correct phrasing for Staff to bring before City Council on August 4, 2026.

A motion was made by Commissioner Erik Leist, seconded by Commissioner John Scott, to recommend approval of Item E-2, with the condition that there is a three-month period before the Amendment takes effect, starting from the effective date of City Council action. The motion carried by the following vote:

AYE-5: Chairman John Baker; Commissioner Deborah Johnson; Commissioner John Scott; Commissioner Erik Leist; Commissioner Andrew Young

NAY-2: Vice-Chairwoman Erin Pfarner; Commissioner Ross Brensinger

3. [PUBLIC HEARING: Consider a request to approve amendments to the City of Keller Unified Development Code \(UDC\), adopted by Ordinance No. 1746 dated July 7, 2015, by amending Article Eight, Section 8.17 - TC - Town Center, relating to allowable uses and screening wall requirements; providing penalties; authorizing publication; and establishing an effective date. \(UDC-2606-0004\)](#)

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to recommend approval of Item E-3 and E-4, as presented. The motion carried unanimously.

4. [PUBLIC HEARING: Consider a request to approve amendments to the City of Keller Unified Development Code \(UDC\), adopted by Ordinance No. 1746 dated July 7, 2015, by amending Article One, Section 1.05 - Departments and Boards Involved in Land Development, relating to the role of the Planning and Zoning Commission; providing penalties; authorizing publication; and establishing an effective date. \(UDC-2606-0005\)](#)

A motion was made by Commissioner Erik Leist, seconded by Vice-Chairwoman Erin Pfarner, to recommend approval of Item E-3 and E-4, as presented. The motion carried unanimously.

F. ADJOURN

Chairman Baker adjourned the meeting at 8:37 p.m.

Chairperson

Staff Liaison