



**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 23, 2022**

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

**A. CALL TO ORDER - Chairperson Tom Thompson**

Commissioner Thompson called the meeting to order at 6:19 p.m.

The following Commission Members were present:

Leslie Sagar  
Bob Apke  
Tom Thompson  
Greg Will  
Ross Brensinger  
Paul Alvarado

Staff present included Community Development Director (CDD) Julie Smith; Assistant Community Development Director (ACDD) Sarah Hensley; Planner II, Katasha Smithers; Planner I, Amber Washington; City Engineer, Chad Bartee; Economic Development Specialist, Siale Langi; and Planning Technician, Carlos Gutierrez.

The following Commission Members were absent:

Gary Ponder, Chairperson  
Ralph Osgood, Vice-Chairperson

**B. ADMINISTRATIVE COMMENTS**

1. Briefing regarding City Council action on August 16, 2022.

ACCD Hensley gave a brief recap of the August 16, 2022 City Council meeting on update on S. Elm Street design which is 30% completed.

Project team is presenting a public input meeting August 30, 2022 at Town Hall.

Public hearing dates have been extended for both CIAC impact fee study and Master Thoroughfare Plan to September 16th.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

E-1 Minutes: CDD Smith shared that Commissioner Brensinger's comments have been incorporated into the draft minutes.

D-1 Final Plat Our Lady of the Fields: CDD Smith explained that the replat was placed on

consent per state law without a public hearing because no variances were requested. The Commission discussed the process for pulling a plat off the consent agenda if they did believe a variance needed to be requested.

E-2 Maui Health Spa Specific Use Permit (SUP): Planner Washington gave a brief summary of the applicant's request to operate a massage-only business. She mentioned the space was previously utilized by a tobacco-related business and that staff prepared a slide on the proximity of other spas in the area.

E-3 Black Rock Coffee drive-thru SUP: Planner Smithers gave a brief summary of the SUP requested by Realty Capital Management to install a drive-thru on the north side of the multi-tenant building they hope to occupy. Commissioner Brymer asked if all other requirements had been met for the building; CDD Smith responded that staff had reviewed a concept plan but not a full site plan. Commissioner Will asked about stacking conflicts with the nearby school and other surrounding uses. Commissioner Sagar asked about what other uses might be planned for the area marked as "other" in the tenant space, and if the additional future tenants might create a parking issue. The Commission discussed how the parking was addressed as part of the overall Center Stage planned development. Commissioner Brymer commented on the commercial elevation requirements across the city as something to consider in the future.

E-4 First Baptist Church Site Plan Amendment: CDD Smith explained that the staff report addressed nine variances, but that since the report was drafted, an additional four variances had been identified and were included in the presentation for the regular meeting. Commissioner Brensinger asked about the procedure for considering the number of variances requested. CDD Smith reviewed the summary list of variances requested. Commissioner Sagar asked if a traffic impact analysis had been completed for the project and if the city had received any complaints about traffic; staff confirmed that a trip generation form had not been required and no complaints from the public had been received.

## **D. ADJOURN**

Commissioner Thompson adjourned the pre-meeting at 7:07 p.m.

## **REGULAR MEETING**

### **A. CALL TO ORDER – Chairperson Tom Thompson**

Commissioner Thompson called the regular meeting to order at 7:14 p.m.

### **B. PLEDGES TO THE FLAGS**

### **C. PERSONS TO BE HEARD**

This is a time for the public to address the Board/Commission on any subject. However, the Texas Open Meetings Act prohibits the Board/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.

No public comments were received.

#### D. CONSENT

1. [Consider approval of a Final Plat for Lot 1R, Block A of the Our Lady of the Fields addition, located on a 4.173-acre tract of land, on the west side of Keller Smithfield Road North, approximately 1,500 feet northwest of the intersection of Keller Smithfield Road North and Johnson Road, addressed as 760 Keller Smithfield Road North, and zoned Single-Family 36,000 square-foot minimum lots \(SF-36\). William Starck, Owner/Applicant. \(P-22-0020\)](#)

Planner Washington gave a brief presentation related to the Final Plat for Our Lady of the Fields addition.

The Commission had no comments or questions.

**A motion was made by Commissioner Robert Apke, seconded by Commissioner Thomas Brymer, to approve Item D-1: The motion carried unanimously.**

#### E. NEW BUSINESS

1. [Consider the minutes of the July 26, 2022 Planning & Zoning Commission meeting.](#)  
**A motion was made by Commissioner Gregory Will, seconded by Commissioner Leslie Sagar, to approve minutes for the July 26, 2022 Planning & Zoning Commission meeting. The motion carried unanimously.**
2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Maui Health Spa to operate a spa with massage in an existing 2,240 square-foot lease space, within a 4,325 square-foot multi-tenant building, at the intersection of Davis Boulevard and Bear Creek Parkway, legally described as Lot 3, Block A of Hidden Lakes Center addition \(Erroneously listed on the Tarrant Appraisal District website as Lot 2 50% of Common Area, Hidden Lakes Condo addition. Account #: 41197127\), zoned Commercial \(C\) and addressed as 8845 Davis Boulevard, Suite 150. David Campbell, Applicant. GFP Keller Property, LLC, Owner. \(SUP-22-0030\)](#)

Planner Washington gave a presentation on the SUP request from Maui Health Spa.

The Applicant, David Campbell, addressed the Commission and stated they were eager to open the spa and felt what they were proposing would bring a high-end spa to Keller.

Commissioner Thompson opened the public hearing.

No public comments were received.

**A motion was made by Commissioner Paul Alvarado, seconded by Commissioner Leslie Sagar, to close the public hearing. The motion carried unanimously.**

Commissioner Apke asked the Applicant if the map showing the proximity of other spas was surprising; the Applicant replied no, because they offer different services than what he is proposing.

**A motion was made by Commissioner Paul Alvarado, seconded by Commissioner Robert Apke, to approve Item E-2. The motion carried unanimously.**

3. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) to allow a drive-thru for Black Rock Coffee to occupy a 2,077 square-foot lease space, within a proposed 5,684 square-foot multi-tenant building, located on the east side of North Main Street, situated at the Ridge Point Parkway and North Main Street intersection, on approximately 1.18 acres, legally described as Lot 1, Block A of the Center Stage Addition, zoned Planned Development - Commercial \(PD-C\), and addressed at 1600 North Main Street. Jimmy Archie, Reality Capital Management, LLC., Owner/Applicant. \(SUP-22-0028\)](#)

Planner Smithers gave a presentation on the SUP requested by Realty Capital Management to install a drive-thru as part of Black Rock Coffee.

The Applicant, Sam Pam with Realty Capital, thanked the Commission for the city's support of the Center Stage project.

Commissioner Thompson opened the public hearing.

No public comments were received.

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

Commissioner Sagar asked the Applicant about the site summary table included with the site plan and the reference to "other" use. Mr. Pam responded that the space was intended to be retail. Commissioner Sagar commented that she was interested because of the parking requirements.

Commissioner Alvarado asked about the elevations proposed; staff stated that the elevations meet or exceed the requirements of the planned development.

Commissioner Will asked if staff had any concerns regarding the amount of traffic generated by the coffee shop and its adjacency to the school; City Engineer Bartee responded that staff was satisfied with the traffic analysis completed for the entire Center Stage Planned Development.

Commissioner Thompson asked the Applicant to clarify the site summary table.

**A motion was made by Commissioner Thomas Brymer, seconded by**

**Commissioner Ross Brensinger, to approve Item E-3. The motion carried unanimously.**

4. [Consider a request for a Site Plan Amendment with variances for First Baptist Church, situated on approximately 8.53 acres, being legally described as Lot 1R1A, Block 3 of the Johnson Addition; Lot 1, Block 1 of the Cravy Addition; Lot 6, Block 1 of the BB Willard Subdivision; Lots 5-11, Block 2 of Johnson Addition-Keller; Lot 1, Block 1 or Cagle Addition; Tracts 1C01B, 1C01A, 1J, 1L, 1F, 1G, 1C02, 1H1, 1H2, 1H, 1I, 1K, 1I1A, 1K1A, Abstract 1171 of the Samuel Needham Survey and zoned Single-Family 8,400 square-foot minimum lot sizes or greater \(SF-8.4\) and Old Town Keller \(OTK\), and addressed as 218, 220, 224 and 245 Lorine St; 237, 231, 221, 217, 213, 331 and 341 Jessie Street; 222 and 238 Ruby Street; and 145, 205 and 211 Pearl Street. First Baptist Church, Owner/Applicant](#)

Planner Smithers presented the Site Plan Amendment with variances requested by First Baptist Church. She explained that the staff report listed nine variances, but after further review, staff identified an additional four variances for consideration by the Commission.

Scott Knox, Associate Pastor for First Baptist Church, and Jim Brown, building and grounds supervisor for the church, addressed the Commission. Mr. Brown stated that the project was the cumulation of a lot of little projects. Tom Hoover, civil engineer for the church, addressed some of the variances requested:

1. Related to the multi-purpose fields: he stated the proposed fields allowed enough room for multiple sports for different age levels within the space the church had.
4. Related to the trees around the widows' garden:
5. Related to the landscape buffer along Lorine Street: the church hopes to put in a detention pond south of the parking lot, and that the church is hoping to build a parking lot that can serve the existing and future church needs.
7. Related to the proposed fence around the widows' garden: the church did not want a solid fence around the garden.
- 10 Related to the additional landscaping: the church has an existing need for additional parking.
11. Related to the light poles in the islands: the applicant is willing to move four poles into the parking lot.
12. Related to garage door exposure to the street: the "people movers" (large - capacity golf carts) are 15' long and so the door has to face the street (rather than the fire lane)

Commissioner Thompson asked about what property is actually owned by the church.

Keith Sanders, Senior Pastor, stated that the church owns 303, 325 and 319 Jessie Street, currently used for storage, but does not own 313 or 345 Jessie Street.

Commissioner Brymer asked staff to confirm the zoning for the church property; Planner Smithers responded that a portion of church property is zoned SF 8.4 and another portion is zoned Old Town Keller (OTK).

Variance 1: To allow the multi-purpose practice field to extend through the 15' and 30' landscape buffers to the property lines along College Avenue, Jessie Street, and High Street, respectively.

Commissioner Brensinger asked if it would be possible to combine the sports fields into one; Pastor Knox responded that some sports were played year-round and the requirements for each sport made both fields necessary.

Commissioner Brymer asked why the fields were needed; Pastor Knox replied that the school (Harvest Christian) was a small part of the need, and that the church never had outdoor space for kids.

Commissioner Apke stated he could support College Avenue and Jessie Street because of the property owned by the church, but had concerns about High Street adjacency to other residences. Mr. Brown stated the residences on High Street face east and west.

Commissioner Sagar echoed Commissioner Apke's concerns, and also expressed concerns with eliminating buffers and landscaping. She said that despite her concerns she appreciates the church putting together a plan for developing the land. She asked about seating for the multipurpose fields; Pastor Knox stated the fields would not be for competitive play, only for practice with no lights or spectating stands.

Commissioner Alvarado stated he had several concerns about the buffer and landscape variance requests.

Commissioner Will said he had some of the same concerns as his fellow Commissioners, and that it felt like with this case, some of the variances requested were a conscious choice by the applicant.

Commissioner Thompson commented on the church as part of the community and its property impact on the surrounding neighborhood as things the Commission had to weigh in its evaluation of the variances requested. He also stated that he had concerns with the fields extending through the required landscape buffers to the property lines.

Mr. Brown mentioned that to the east of church and the residences to the north is public school property.

Commissioner Brymer commented on the struggle with evaluating the proposed uses within the residential district.

Variance 2: To eliminate all 12 trees within the three landscape buffers along Jessie Street, High Street, and College Avenue.

Commissioner Alvarado commented that there were 13 requests in front of the Commission, but that if some were not combined it could easily be 20 requests. He also stated he did not support eliminating the trees within the buffers.

Commissioner Brensinger said he felt it might be appropriate to table the item and ask the applicant to rework their plans. Commissioner Sagar stated she thought the applicant had

to agree to table; CDD Smith clarified that the Commission could table but if the applicant was not willing to rework their plan they could request the Commission move forward with taking action.

Commissioner Brensinger made a motion to table to September 27, 2022; Commissioner Brymer seconded.

Commissioner Alvarado asked if the applicant was willing to table; Mr. Hoover responded that he would like to hear comments on all of the requested variances.

CDD Smith commented that she cautioned the Commission and staff from designing the project.

Commissioner Sagar stated she did not like variances 1-3, 5, 10, 11 and was unsure on 12 and 13.

Pastor Knox asked if the discussion could be simplified to just what the Commission was comfortable with; Commissioner Thompson restated what CDD Smith had said regarding designing the project for the applicant.

Commissioner Brensinger stated that the Commission is not opposed to variances in general, but that he would like to see the applicant start with the UDC and try to adhere more closely with the guidelines, rather than asking for everything that did not meet.

Variance 3: To allow the 14' baseball field backstop within the 15' and 30' landscape buffers.

Variance 4: To eliminate seven 3-inch caliper canopy trees within the 30' landscape buffer along the rear and sides of the widows' garden area.

Variance 5: To reduce the landscape buffer along Lorine Street from 30' to 15'.

**A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Thomas Brymer, to table Item E-4. The motion carried unanimously.**

## **F. ADJOURN**

Commissioner Thompson adjourned the meeting at 8:46 p.m.

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Chairperson

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Staff Liaison