



To: City of Keller Planning & Zoning Department

Re: Special Use Permit Justification – Detached Garage

Property Address: 1920 Winter Drive, Keller, Texas 76248

Dear Planning & Zoning Commission and City Council,

Please accept this letter as a formal justification in support of the Special Use Permit (SUP) request for the proposed detached accessory structure to be located at 1920 Winter Drive, Keller, Texas 76248.

The proposed structure has been thoughtfully designed to complement the existing residential property and surrounding neighborhood while maintaining consistency with the character and intent of the zoning district. The following items are provided in support of the SUP request:

1. The use is harmonious and compatible with surrounding existing uses or proposed uses.

The proposed detached garage is intended solely as an accessory structure to the existing residential use of the property. The design, scale, materials, and placement of the structure will remain compatible with surrounding residential and estate-style properties in the area. Similar accessory buildings and detached workshops are characteristic of larger residential lots within

Keller and the Cross Timbers Acres area, making the proposed use consistent with the established development pattern.

2. The activities requested by the applicant are normally associated with the permitted uses in the base district.

The proposed detached garage will support customary residential accessory activities typically associated with single-family estate properties, including the storage, maintenance, and personal work on privately owned vehicles, as well as general residential storage and hobby workspace functions ancillary to the primary residence. No commercial automotive repair operations, retail activity, manufacturing, or business use is proposed within the structure.

3. The nature of the use is reasonable and appropriate in the immediate area.

Given the size of the lot and surrounding property context, the proposed accessory structure is reasonable and appropriate for the site. The space will primarily be used for the storage of vehicles and personal vehicle-related work in a private residential setting. The building will be situated to maintain adequate setbacks, preserve sight lines, and minimize visual impact to adjacent properties. The use is consistent with the low-density residential character of the area and supports the functional needs commonly associated with larger residential estates.

4. Any negative impact on the surrounding area has been mitigated.

Potential impacts have been carefully considered and mitigated through site planning and design measures. The structure will comply with applicable development standards, including setbacks, height limitations, drainage requirements, and building codes. The proposed use is low intensity in nature and is not anticipated to generate excessive traffic, noise, lighting, or other nuisance conditions. No commercial vehicle activity or public access is proposed. In addition, the

structure placement and existing landscaping will help minimize visibility from neighboring properties.

5. Any additional conditions specified ensure that the intent of the district purposes are being upheld.

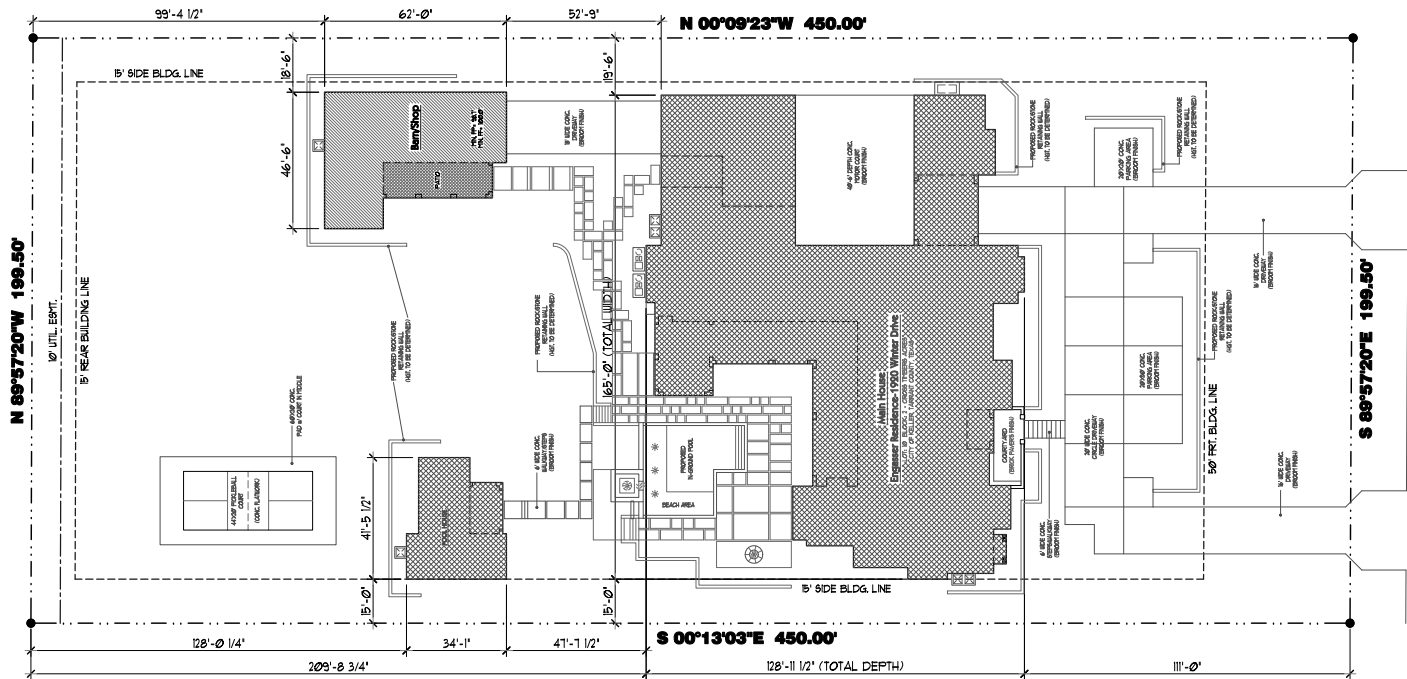
The applicant is committed to complying with all conditions imposed by the City through the SUP process to ensure compatibility with the surrounding area and continued adherence to the intent of the zoning district. The proposed accessory structure will remain subordinate to the primary residential use of the property and will operate in a manner consistent with the City's development objectives and neighborhood character.

Based on the considerations outlined above, we respectfully request approval of the Special Use Permit for the proposed accessory structure at 1920 Winter Drive.

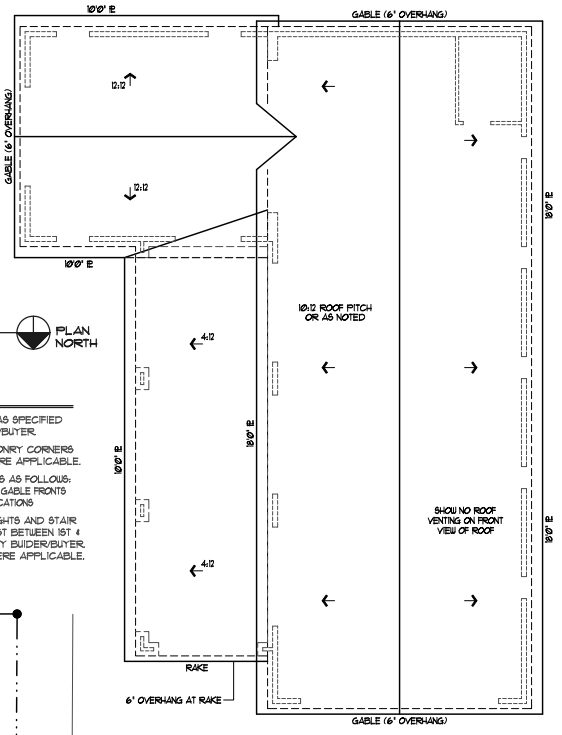
Thank you for your time and consideration.

Sincerely,

Mr. Gary Engasser and Mr. Jon Atwood



② BARN/SHOP ROOF PLAN
SCALE: 3/16"=1'-0"



ROOFING NOTES

NOTE #1: ROOFING MATERIAL AS SPECIFIED BY BUILDER OR OWNER/BUYER.

NOTE #2: FRAME ROOF OFF MASONRY CORNERS 4 FLASH AS REQUIRED (TYP) WHERE APPLICABLE.

NOTE #3: ALL ROOF OVERHANGS AS FOLLOWS: 4' AT ALL DORMER SIDES 4' 4" AT GABLE FRONTS AND 2' AT ALL OTHER LOCATIONS.

NOTE #4: DESIGNERS PLATE HEIGHTS AND STAIR RISERS ARE BASED ON 1'-6" JOIST BETWEEN 1ST & 2ND FLOORS, UNLESS SPECIFIED BY BUILDER/BUYER, FLOOR JOIST HEIGHT, WHERE APPLICABLE.



① SITE PLAN
SCALE: 1"=20'-0"



DATUM 100'-0" x 125'-0" ACTUAL

SITE PLAN NOTES:

NOTE #1: BUILDER TO VERIFY LOCATION OF HOME, BUILDING LINES, EASEMENTS, AND SIDEYARD SETBACKS PRIOR TO CONSTRUCTION.

SITE PLAN NOTES

NOTE #1: ALL PLANS ARE DRAWN IN ACCORDANCE WITH THE 2001 IBC.

NOTE #2: NOTIFY THE ARCHITECT IN THE EVENT OF INCONSISTENCIES BETWEEN ACTUAL FIELD CONDITIONS AND THE CONSTRUCTION DOCUMENTS.

NOTE #3: ALL CONSTRUCTION TO COMPLY WITH APPLICABLE BUILDING CODES, ZONED RESTRICTIONS, AND RELATED REGULATIONS.

NOTE #4: VERIFY LOCATION OF ALL UTILITIES SERVING THE SITE.

NOTE #5: ALL FENCING TO BE PERMITTED SEPARATELY FROM BUILDING PERMIT.

NOTE #6: ALL PERIMETER DRAIN SYSTEMS ARE TO BE TIED TO A 2" PVP PIPY UNDER THE NATIONAL GRADE PERMITS A SLOPED DRAIN TO DATUM.

NOTE #7: DRAINAGE WILL NOT ADVERSELY IMPACT THE ADJOINING LOTS.

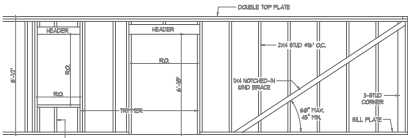
SCALE: AS NOTED
PROJECT NO. DC2385
DATE: 4/18/2026
DESIGNER: MTT
PROJECT:

THE ENGASSER RESIDENCE
1920 WINTER ROAD - LOT: 10, BLOCK: 2 - GROSS TIMBERS ACRES
AN ADDITION TO CITY OF KELLER, TARRANT COUNTY, TEXAS
ATWOOD CUSTOM HOMES

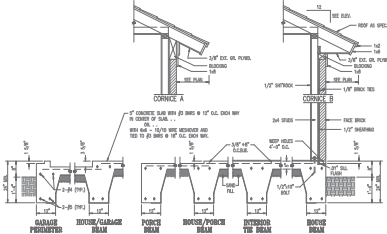
REV # 5/1/2026

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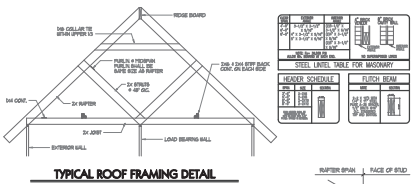
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TYPICAL WALL SECTION DETAIL



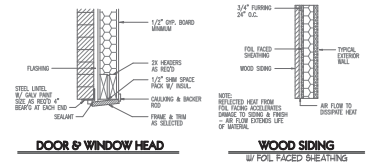
WALL SECTION & FOUNDATION DETAILS



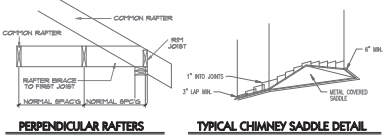
TYPICAL ROOF FRAMING DETAIL



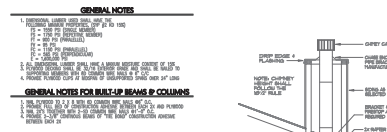
3-STUD CORNER 'TYPICAL' STUD INTERSECTION RAFTER CUTS



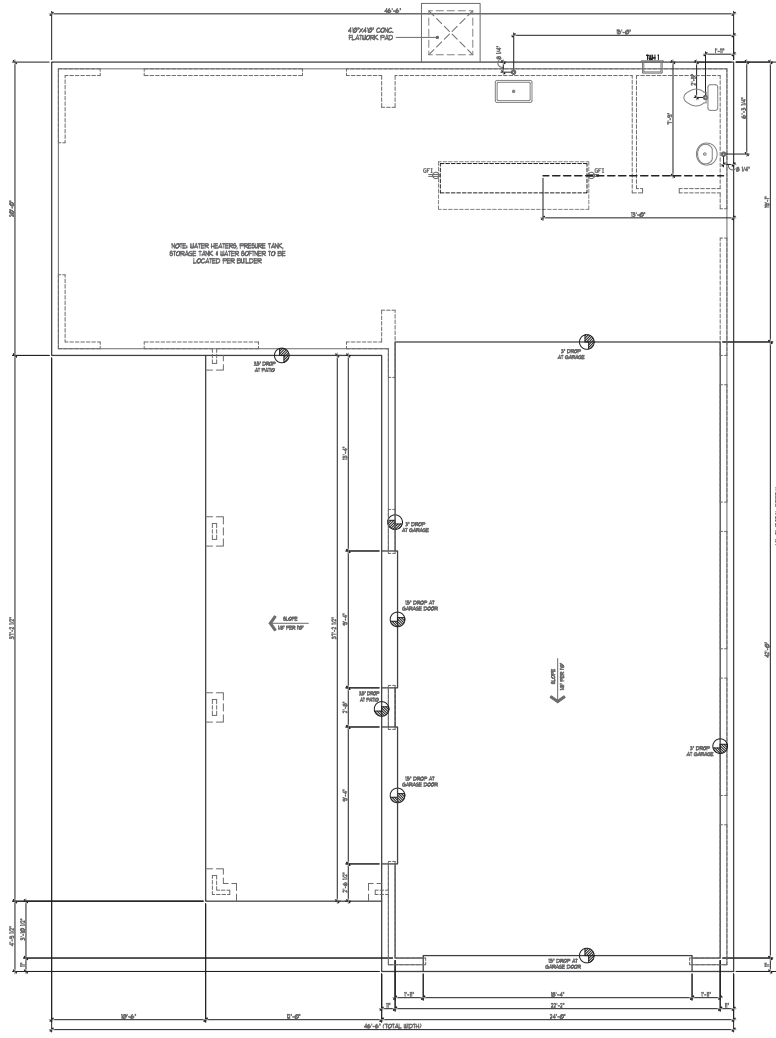
DOOR & WINDOW HEAD WOOD SIDING



PERPENDICULAR RAFTERS TYPICAL CHIMNEY SADDLE DETAIL



PREFABRICATED FIREPLACE DETAIL



(BARN/SHOP) FOUNDATION PROFILE & PLUMBING PLAN
SCALE: 1/4" = 1'-0"

FOUNDATION NOTES

- NOTE #1: ALL BRICK LEDGES ARE 5 1/2" X 1 1/2" UNLESS OTHERWISE NOTED.
- NOTE #2: THIS FOUNDATION PLAN IS FOR DIMENSIONAL PURPOSES ONLY. A SEALED STRUCTURAL FOUNDATION PLAN SHOWING ALL NECESSARY REINFORCEMENT, SIZES, LOCATION AND STRENGTH OF MATERIALS BY A STRUCTURAL ENGINEER SHALL BE ACQUIRED PRIOR TO CONSTRUCTION.
- NOTE #3: SLOPE CONCRETE OF ALL EXTERIOR PORCHES AND GARAGES AWAY FROM THE MAIN HOUSE AT A MINIMUM OF 1/4" PER FOOT.

SCALE: AS NOTED
PROJECT NO. DC2385
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DESIGNER: MTT
PROJECT:

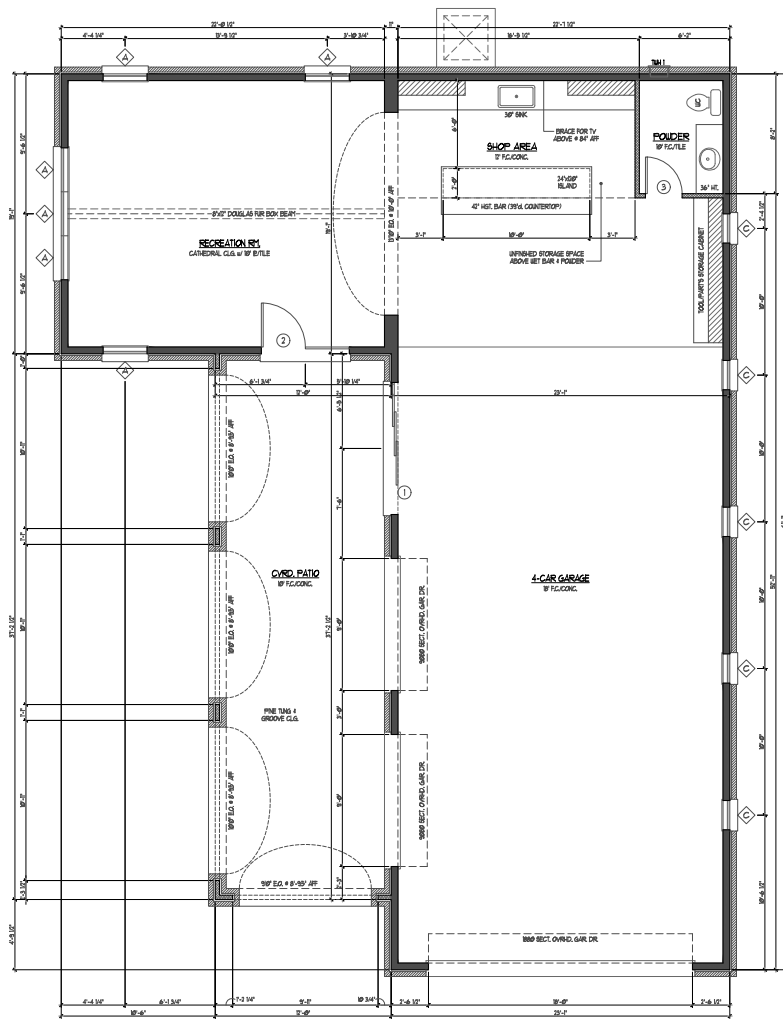
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REV 4-5/1/2026

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① BARN/SHOP FLOOR PLAN
SCALE: 1/4"=1'-0"

LEGEND

— DENOTES 2x6 INTERIOR 4 PERIMETER STUD WALL (W/ MASONRY)

— DENOTES 2x4 INTERIOR WALL

BEDROOM EGRESS WINDOWS

MINIMUM 57 SQ. OPENABLE AREA
MINIMUM 44 INCHES HILL HEIGHT
MINIMUM 20 INCHES CLEAR WIDTH
MINIMUM 24 INCHES CLEAR HEIGHT

GENERAL FLOOR PLAN NOTES

- NOTE #1: ALL CONSTRUCTION TO COMPLY WITH APPLICABLE BUILDING CODES, DEED RESTRICTIONS, AND RELATED REGULATIONS.
- NOTE #2: BRING ALL ERRORS, OMISSIONS, AND DISCREPANCIES TO THE ATTENTION OF THE ARCHITECT/DESIGNER.
- NOTE #3: NOTIFY THE DESIGNER/ARCHITECT IN THE EVENT OF INCONSISTENCIES BETWEEN ACTUAL FIELD CONDITIONS AND THE CONSTRUCTION DOCUMENTS.
- NOTE #4: ALL CEILING HEIGHTS TO BE A MIN. OF 10'-0" UNLESS OTHERWISE NOTED.
- NOTE #5: ALL ELLIPTICAL ARCHES OPENINGS TO BE A MIN. OF 8'-0" AFF. 4 TOP OF ARCH W/ A SPRING HGT. OF 4" FOR EVERY 36" OF WIDTH UNLESS OTHERWISE NOTED.
- NOTE #6: ALL ROOF OVERHANGS AS FOLLOWS: 1' AT ALL CORNERS 4 4' GABLE FRONTS AND 1' AT ALL GABLE ENDS AND 1' AT ALL OTHER LOCATIONS (SEE ROOF PLAN)
- NOTE #7: VERIFY THAT REQUIRED WINDOWS AND DOORS MEET ALL APPLICABLE CODES.
- NOTE #8: ALL GLASS LITES ARE TO BE HIGH PERFORMANCE INSULATED GLASS.
- NOTE #9: THE WINDOW AND DOOR SELECTIONS ARE GENERIC. THE CONTRACTOR AND SUPPLIER SHALL VERIFY THAT ALL WINDOW AND DOOR SIZES AND TYPES MEET THE DESIGN INTENT AND PROVIDE A SCHEDULE TO THE ARCHITECT/DESIGNER FOR REVIEW AND APPROVAL.
- NOTE #10: ALL WINDOWS THAT HAVE JAMBES WITHIN 7'-0" OF ANY DOOR STRIKE (JAMB 4 ANY WINDOW SEAL LESS THAN 1/4" ABOVE THE NEAREST STAIR TREAD/LANDING OR ALL WINDOWS ABOVE TUBS 4 SHOWERS SHALL BE "TEMPERED", CONSULT WINDOW REP. FOR CODE REQUIREMENTS (54-UBC)
- NOTE #11: LOCATE KITCHEN COOKTOP VENTHOOD EXHAUST FAN MOTOR IN THE ATTIC.
- NOTE #12: LOCATE SHOWER HEADS AT 7'-0" AFF UNLESS NOTED OTHERWISE ON THE PLANS.
- NOTE #13: SLEEVE ALL COPPER PIPE PENETRATIONS THROUGH CONCRETE SLABS OR WALLS.
- NOTE #14: FRAMER TO VERIFY ROUGH OPENINGS OF ALL APPLIANCES 4 FIRE PLACE OPENINGS PER MANUFACTURERS SPECIFICATIONS.
- NOTE #15: VENT CLOTHES DRYER TO OUTSIDE IN ACCORDANCE WITH APPLICABLE CODES.
- NOTE #16: SEAL ALL SILL PLATES
- NOTE #17: PLATE WALL HEIGHTS ARE REFERENCED ON THE ROOF PLAN AND THE ELEVATIONS. THEY ARE TO BE COORDINATE WITH THE EAVE AND RAKE DETAILS.
- NOTE #18: LOCATION AND SIZE REQUIREMENTS FOR HVAC DUCT CHANGES TO BE VERIFIED BY HVAC SYSTEM DESIGNER. COORDINATE THE LOCATION OF NEW OR LARGER CHANGES WITH THE ARCHITECT/DESIGNER.
- NOTE #19: UNLESS SHOWN ON PLANS, HVAC AND WATER HEATER LOCATION AND SERVICE REQUIREMENTS TO BE DETERMINED BY OTHERS.
- NOTE #20: FOAM SEAL ALL INTERIOR AND EXTERIOR WALL CAVITY OPENINGS, IE. HOSE BIBBS, ELECTRICAL BOXES, ETC.
- NOTE #21: PROVIDE SOLID LIPPER BLOCKING IN WALL FOR MISCELLANEOUS FIXTURES AND HARDWARE, IE. TUBS, BATHS, CLOSET SHELVING, CABINETS, CEILING FANS, ETC. WHERE SUCH FIXTURES ARE INDICATED ON THE PLANS.
- NOTE #22: FOR DIMENSIONING PURPOSES:
A: DO NOT SCALE DRAWINGS
B: ALL INTERIOR WALLS ARE 2x6 4 2x4 STUDS DIMENSIONED TO ONE FACE OF STUD AT 5/16" 1/2" TYP. (2x4 AT 2ND FLR. AT 3/16" 2x6 AT ALL FLOORING WALLS)
C: STRUCTURAL WALLS W/ 2x4 STUDS AT 18" OC. ARE ACCEPTABLE ONLY TO A HEIGHT OF 10 FEET. 2x4 STUD WALLS EXCEEDING 10 FEET IN HEIGHT WILL REQUIRE STRUCTURAL ANALYSIS TO VERIFY STUD SPACING AND/OR ADDITIONAL BRACING.
D: EXTERIOR MASONRY WALLS ARE AS FOLLOWS: 2x6x8: 9' FACE OF MASONRY TO FACE OF STUD. 2x6x6: 11' FACE OF MASONRY TO FACE OF STUD.

WINDOW SCHEDULE

SYMBOL	WIDTH	HEIGHT	TYPE	NOTES
A	3'-0"	7'-0"	FIX	12" AFF
B	2'-0"	2'-0"	FIX	13'-0" AFF
C	2'-0"	2'-0"	FIX	10'-0" AFF

DOOR SCHEDULE

SYMBOL	WIDTH	HEIGHT	TYPE	DESCRIPTION
1	9'-0"	8'-0"	SC	(3) 3080 BLDG. DOOR UNIT
2	6'-0"	8'-0"	SC	FR. 3'0" FRENCH DOORS
3	2'-6"	8'-0"	HC	-

AREA TABULATIONS

1st Flr. A/C Area	800 sq. ft.
2nd Flr. A/C Area	0 sq. ft.
Bonus Area	0 sq. ft.
Total A/C Area	800 sq. ft.
Future Area	0 sq. ft.
Cvr'd. Porch Area	0 sq. ft.
C. Patio/Verandah	447 sq. ft.
4-Car Garage	1,138 sq. ft.
Area Under Roof	2,385 sq. ft.
Gross Slab	2,385 sq. ft.

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THESE DRAWINGS, AS INSTRUMENTS OF SERVICE ARE THE EXCLUSIVE PROPERTY OF THE DESIGNER, AND ARE NOT TO BE USED IN WHOLE OR PART WITHOUT HIS EXPRESS WRITTEN PERMISSION. UNAUTHORIZED USE OF THESE DRAWINGS WILL SUBJECT THE USER TO LEGAL REMEDY BEING SOUGHT BY THE DESIGNER.

THESE ARCHITECTURAL DRAWINGS HAVE BEEN PREPARED FOR ARCHITECTURAL DESIGN ONLY. CIVIL, STRUCTURAL, MECHANICAL AND OTHER RELATED ENGINEERING DESIGN AND SPECIFICATIONS ARE THE RESPONSIBILITY OF THE RESPECTIVE ENGINEERS. COMPLIANCE TO THESE DRAWINGS WILL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. ALL MEASUREMENTS SHALL BE VERIFIED BY THE CONTRACTORS DURING THE RESPECTIVE WORK. NO FINANCIAL COMPENSATION WILL BE GIVEN FOR ANY ERRORS AND/OR OMISSIONS.

SCALE: AS NOTED

PROJECT NO. DC2385

DATE: 4/18/2026

DESIGNER: MITT

PROJECT:

THE ENGASER RESIDENCE
1920 WINTER ROAD - LOT: 10, BLOCK: 2 - GROSS TIMBERS ACRES
AN ADDITION TO CITY OF KELLER, TARRANT COUNTY, TEXAS

ATWOOD CUSTOM HOMES

REV: 1-5/1/2026

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SCALE:
AS NOTED

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DC2385

DATE
4/18/2026

DESIGNER
MITT

PROJECT:

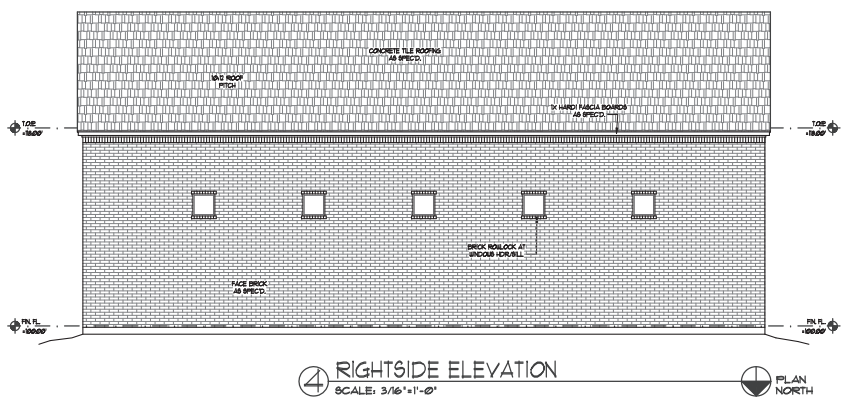
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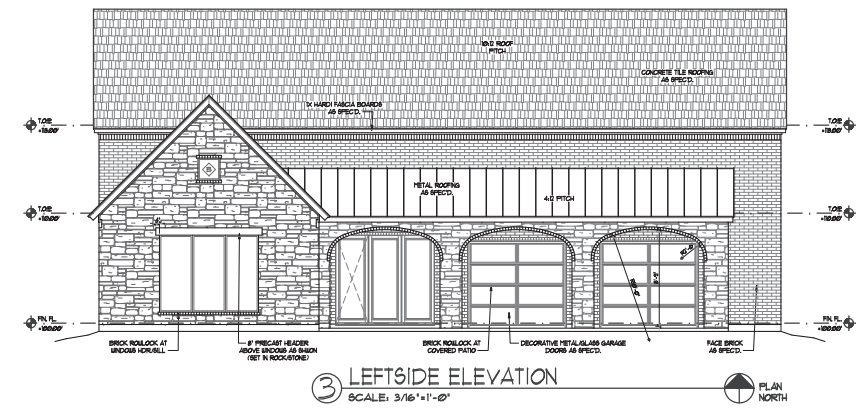
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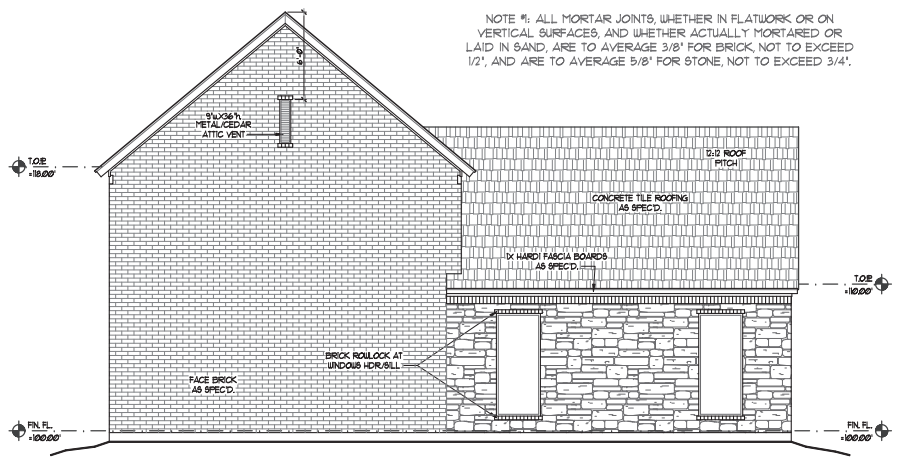
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④ RIGHTSIDE ELEVATION
SCALE: 3/16"=1'-0"

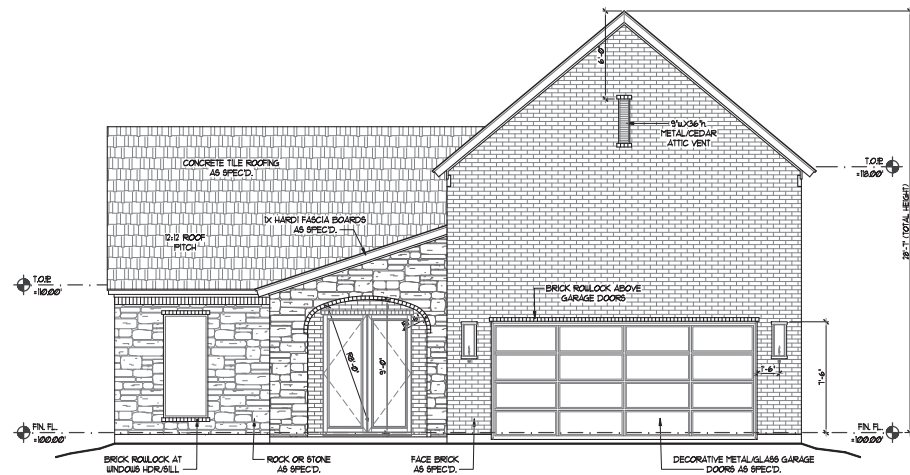


③ LEFTSIDE ELEVATION
SCALE: 3/16"=1'-0"



NOTE #1: ALL MORTAR JOINTS, WHETHER IN FLATWORK OR ON VERTICAL SURFACES, AND WHETHER ACTUALLY MORTARRED OR LAID IN SAND, ARE TO AVERAGE 3/8" FOR BRICK, NOT TO EXCEED 1/2", AND ARE TO AVERAGE 5/8" FOR STONE, NOT TO EXCEED 3/4".

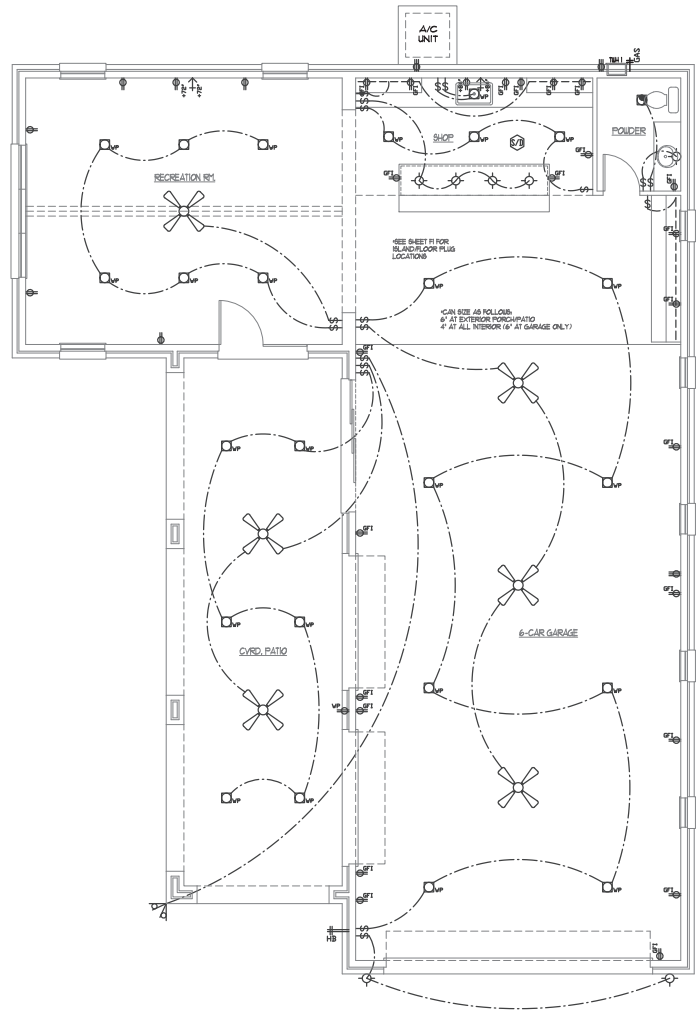
② REAR ELEVATION
SCALE: 3/16"=1'-0"



① FRONT ELEVATION
SCALE: 1/4"=1'-0"



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BARN/SHOP ELECTRICAL PLAN
SCALE: 1/4"=1'-0"



ELECTRIC SYMBOL LEGEND

- ⊕ 110V DUPLEX OUTLET @ 12" AFF.
- ⊕ 110V DUPLEX OUTLET @ 44" AFF.
- ⊕ 110V DUPLEX OUTLET @ WATERPROOF
- ⊕ 110V DUPLEX OUTLET @ GROUND FAULT INTERRUPT
- ⊕ 110V DUPLEX OUTLET @ FLOOR PLUG
- ⊕ 110V DUPLEX OUTLET @ CEILING MOUNT
- ⊕ 220V THREE PHASE OUTLET
- ⊕ SINGLE POLE SWITCH
- ⊕ THREE POLE SWITCH
- ⊕ SINGLE POLE SWITCH W/ DIMMER FEATURE
- ⊕ RECESSED INCANDESCENT
- ⊕ RECESSED INCANDESCENT - EYEBALL SPOT
- ⊕ RECESSED INCANDESCENT - LOW VOLTAGE
- ⊕ RECESSED INCANDESCENT - WATERPROOF
- ⊕ RECESSED INCANDESCENT - HEAT LAMP
- ⊕ EXHAUST FAN THRU ROOF
- ⊕ WALL MOUNT INCANDESCENT
- ⊕ SURFACE MOUNT INCANDESCENT
- ⊕ PENDANT FIXTURE
- ⊕ SURFACE MOUNT 2 TUBE (4'-0") FLUORESCENT
- ⊕ SURFACE MOUNT CEILING FAN (L-LIGHT KIT)
- ⊕ SMOKE DETECTOR - HARDWARE (LOCATE PER CODES)
- ⊕ CARBONMONOXIDE DETECTOR - (LOCATE PER CODES)
- ⊕ SURFACE MOUNT TRACK LIGHT
- ⊕ UNDER/ABOVE CABINET SURFACE MOUNT FLUORESCENT
- ⊕ WALL MOUNT FLOOD LIGHT W/ DECORATIVE COVER (WATERPROOF, SHIELDED)
- ⊕ WALL MOUNT (2' AFF) UPFLOOD LIGHT W/ DECORATIVE COVER (WATERPROOF, SHIELDED)
- ⊕ TELEVISION (CABLE) CONNECTION
- ⊕ TELEPHONE OUTLET
- ⊕ DOOR BELL (MOUNTED 44" AFF.)
- ⊕ DOOR CHIME (MOUNTED TO WALL)
- ⊕ THERM BOX (MOUNTED TO WALL)
- ⊕ CIRCUIT BOX (MOUNTED TO WALL)



Dear Neighbor,

I hope this letter finds you well.

I am writing to share some information regarding our plans for the property at 1920 Winter. We are currently in the process of applying for a **Special Use Permit (SUP)** with the city to allow for the construction of a detached garage at the rear of the home that will be built here.

As we move forward with this application, it is important to us that we remain transparent and maintain the character of the neighborhood. The proposed garage is in addition to the house we are building for your new neighbors and intended to be a functional addition to the property, and we are committed to ensuring the project is handled professionally and meets all local guidelines.

We value your perspective as a neighbor. If you have any questions about the project, wish to see the site plans, or have any specific concerns you'd like to share, please feel free to reach out to us directly. We would be happy to discuss the details with you or walk you through what we have planned.

The plans will be going through the city council and you will be notified of the hearing. You are welcome to attend the meeting and we encourage your support.

If you have any questions please contact me at (817)-505-8881

Thank you for your time.

Sincerely,

Mr. Jon Atwood

A handwritten signature in blue ink, appearing to read "Jon Atwood", is written below the typed name. The signature is fluid and cursive, with a long horizontal stroke extending to the right.