



**City of Keller**  
**Zoning Board of Adjustment**  
**Meeting Minutes**

Keller Town Hall  
1100 Bear Creek Parkway  
Keller, TX 76248  
817-743-4000  
www.cityofkeller.com

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**Monday, November 6, 2023**

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**PRE-MEETING BRIEFING 5:30 P.M.**

**A. CALL TO ORDER - Chairperson**

Chairperson Gilpin called the pre-meeting to order at 5:30 p.m.

The following board members were present:

Chairperson Matthew Gilpin

John Birt

Bill Schlegel

Michael McClement

Perry Fourrier

TJ Stack

The following Board Member were absent:

William Thorne

Staff Present: Building Official Justin Wilkins; Director of Community Development Sarah Hensley; Plans Examiner Carlos Gutierrez.

**B. ADMINISTRATIVE COMMENTS**

**C. DISCUSS AND REVIEW AGENDA ITEMS**

The Board reviewed and discussed the case.

**D. ADJOURN**

Chairperson Gilpin adjourned the pre-meeting at 5:55 p.m.

**REGULAR MEETING 6:00 P.M.**

**A. CALL TO ORDER – Chairperson**

Chairperson Gilpin called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

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."

## B. 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 received.**

## C. NEW BUSINESS

1. [Consider the minutes of the August 1, 2022 Zoning Board of Adjustment meeting.](#)  
**Approved, motion carried unanimously.**
2. [Consider the minutes of the February 6, 2023 Zoning Board of Adjustment meeting.](#)  
**Approved, motion carried unanimously.**
3. [Consider the minutes of the April 3, 2023 Zoning Board of Adjustment meeting.](#)  
**Approved, motion carried unanimously.**
4. [PUBLIC HEARING: Consider an application requesting a variance to encroach the front yard setback by 15' in lieu of the required 35' front yard setback, on approximately 0.826-acres, legally described as Lot 1, block A of Engel Addition, zoned Single-Family 36,000 square-foot minimum lots \(SF-36\) and addressed as 1048 Mount Gilead Road. Greg Perry, Applicant/Owner. \(ZBA-23-0003\)](#)

**Building Official gave a brief presentation of the property and variance request.**

**The applicant, Greg Perry, shared the history of the property and the need for the variance.**

**Chairperson Gilpin opened the public hearing.**

**No comments from the public.**

**Motion was made to close the public hearing.**

**ZBA Board discussed the variance and layout of the property.**

**Board Member Bill Schlegel made a motion to approve, Seconded by Board Member Michael McClement the motion carried unanimously.**

## D. ADJOURN

**Chairperson Gilpin adjourned the meeting at 6:26pm**

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Chairperson

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Staff Liaison