



**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, April 23, 2024

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**PRE-MEETING BRIEFING 6:00 P.M.**

**A. CALL TO ORDER - Chairman Paul Alvarado**

Chairman Alvarado called the meeting to order at 6:03 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
John Baker, Vice-Chairman  
Greg Will  
Erin Pfarner  
Erik Leist  
Vernon Stansell  
Ross Brensinger (Non-voting , via Zoom)  
Gigi Gupta  
Luz Rodriguez (Non-voting)

Staff present included Community Development Director (CDD) Sarah Hensley; Director of Public Works (DPW) Alonzo Liñán; City Engineer Chad Bartee; Planner I Amber Washington; Planner I Alexis Russell; and Planning Technician Kaleena Stevens.

Chairman Alvarado announced that Commissioner Gupta would be voting in place of Commissioner Brensinger, due to audio issues.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on April 16, 2024.](#)

CDD Hensley gave a brief recap of the April 16, 2024 City Council Meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Item D-1: Consider the minutes for the April 9, 2024 Planning and Zoning Commission meeting.

Item D-2: Consider approving a Final Plat for 8901 Indian Knoll Trail.

Item E-1: Planner Washington gave a brief description on the Specific Use Permit (SUP) request for a drive-thru for HTeaO, at 2126 Rufe Snow Dr.

There was discussion among the Commission and Staff regarding the concept plan, the owners intent to possibly allow food trucks to share the site, and the available amount of parking and seating.

Item E-2: CDD Hensley gave a brief description on the Specific Use Permit (SUP) request for Superior Med Spa, at 101 Town Center Lane, Ste 107.

Item E-3: CDD Hensley gave a brief description on the Specific Use Permit (SUP) request for Harvest Christian Academy at the First Baptist Church campus.

There was a discussion among the Commission and Staff in regard to the history of the previous SUP request and the school's current request to obtain a permanent SUP. There was further discussion about the factors that may trigger the SUP requirement for businesses.

#### **D. WORK SESSION**

1. [Receive and discuss a presentation related to parking in Old Town Keller.](#)

Chairman Alvarado provided the introduction and spoke to the goal for formation of a Committee to address parking concerns in Old Town Keller (OTK).

CDD Hensley and DPW Liñán gave a presentation on the history, current projects and the possible future of parking in OTK.

#### **E. ADJOURN**

Chairman Alvarado adjourned the pre-meeting at 7:01 p.m.

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

#### **A. CALL TO ORDER – Chairman Paul Alvarado**

Chairman Alvarado called the meeting to order at 7:08 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.

No public comments received.

**D. CONSENT**

1. [Consider the minutes of the April 9, 2024 Planning and Zoning Commission Meeting.](#)
2. [Consider approving a Final Plat of Lots 1-7, Block A, of The Estates at Indian Knoll subdivision, being a tract of land located in the John Hibbins Survey, Abstract No. 640, being approximately 15 acres on the west side of Indian Knoll Trail, located approximately 1,520 feet northwest from the Shady Grove Road and Indian Knoll Trail intersection, zoned Single Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 8901 Indian Knoll Trail. Terra Manna LLC, Applicant/Developer; Anthony James, Owner. \(P-24-0002\)](#)

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erik Leist, to approve the Consent Agenda for the April 23, 2024 Planning and Zoning Commission Meeting. The motion carried unanimously.**

**E. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for a drive-thru for HTeaO, on 1.07 acres, approximately 550 feet northwest of the Rufe Snow Drive and Bursey Road intersection, legally described as Lot 2, Block A of the Keller Commons addition, zoned Retail \(R\) and addressed 2126 Rufe Snow Drive. L4CE LLC, Applicant. Retail Opportunity Keller LLC, Owner. \(SUP-24-0008\)](#)

Planner Washington gave a presentation on the SUP request for HTeaO at 2126 Rufe Snow Drive.

The Applicant Jonathan Lovelace (1145 Maxwell Rd., Haslet) spoke to his desire to bring an HteaO location to Keller due to his family being involved in the community.

Hunter Hayes (10517 Tocala Dr., Fort Worth) is a broker working with the development team on the subject property. He spoke to his intent to bring more family-friendly businesses to Keller.

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

There was a discussion among the Commission and the Applicant in regard to the parking, the projected number of employees to be hired, the future vision of the use of food trucks onsite, and the lack of seating.

Commissioner Pfarner encouraged the Applicant to consider providing some seating for customers.

Commissioner Stansell questioned CDD Hensley if the SUP would need be changed due to the food truck. CDD Hensley stated that the SUP applies to the drive-thru only.

**A motion was made by Chairperson Paul Alvarado, seconded by Commissioner Vernon Stansell, to recommend approval of Item E-1 as presented. The motion carried unanimously.**

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Superior Med Spa, on 1.63 acres, approximately 300 feet southeast of the Town Center Lane and Keller Parkway intersection, legally described as Lot 1R, Block B of the Keller Town Center Addition, zoned Town Center \(TC\) and addressed 101 Town Center Lane, Ste. 107. Dr. Terata A. Kanu, Applicant. Regency Centers, L.P., Owner. \(SUP-24-0009\)](#)

CDD Hensley gave a presentation on the SUP request for Superior Med Spa at 101 Town Center Lane, Ste. 107.

The Applicant Dr. Terata Kanu (2122 Rufe Snow Dr., Ste. 132) provided his own presentation regarding his SUP request.

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

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erik Leist, to recommend approval for Item E-2 as presented. The motion carried unanimously.**

3. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Harvest Christian Academy, on the properties legally described as Lot 5, Block 1 of the B.B. Willard Subdivision, Lot 1R1A, Block 3 of the Johnson Addition, Lot 10-R, Block A of the First Baptist Church Addition, Lot 1 2A&4, Block 5 of the O. L. Sweet Addition, Lot 1A, Block A of the First Baptist Church Parking Lot Addition, Lot 1, Block 1 of the First Baptist Church Addition, and Lot 1, Block 2 of the First Baptist Church Addition; zoned Single-Family Residential - 8,400 square-foot lots \(SF-8.4\), Old Town Keller \(OTK\) and Retail \(R\) and addressed 325 Jessie Street, 320 Jessie Street, 145 Pearl Street, 134 North Elm Street, 201 Keller Parkway, and 225 Keller Parkway \(two lots\). Harvest Christian Academy, Applicant. First Baptist Church Keller, Owner. \(SUP-24-0010\)](#)

CDD Hensley gave a presentation on the SUP request for Harvest Christian Academy at the First Baptist Church campus. She stated that the school had previously been granted a three year SUP and is now requesting a permanent SUP.

The Applicant Terry Caywood (225 Keller Pkwy., Keller) spoke to history of the school and their partnership with First Baptist Church and the existing traffic management.

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

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erik Leist, to recommend approval of Item E-3 as presented. The motion carried unanimously.**

## F. ADJOURN

Chairman Alvarado adjourned the meeting at 7:51 p.m.

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Chairperson

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Staff Liaison