



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, April 8, 2025

PRE-MEETING BRIEFING 6:30 P.M.

A. CALL TO ORDER - Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 6:30 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman
John Baker, Vice-Chairman
Erin Pfarner
Erik Leist
Bill Schlegel
John Scott
Ross Brensinger
Deborah Johnson
Michelle Sandoval Cabanas

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Bartee; Planner II Alexis Russell; Planner I Calvin Eddleman and Planning Technician Kaleena Stevens.

B. ADMINISTRATIVE COMMENTS

1. [Briefing regarding City Council action on April 1, 2025.](#)

CDD Hensley gave a brief recap of the April 1, 2025 City Council Meeting.

C. DISCUSS AND REVIEW AGENDA ITEMS

Item E-1: Planner Russell gave brief background on the zoning change request for Rosebury. There was a brief discussion regarding support and opposition of the project.

Item E-2: Planner Russell gave brief background on the Future Land Use Plan (FLUP) amendment request for Rosebury. There was a brief discussion about the previous zoning history.

Item F-1: Planner Russell gave brief background on the Specific Use Permit (SUP) request for 1432 Mt. Gilead. There was a brief discussion of the approval procedure and the history of the property. Material, aesthetics, utility easements, and setback approvals were also discussed.

Item F-2: Planner Eddleman gave brief background on the SUP request for Back 9. The business model was briefly discussed.

Item F-3: CDD Hensley gave brief background on the SUP request for Texana Bank. The property's site plan was briefly discussed.

Item F-4: Planner Eddleman gave brief background on the request for a special exception to the City of Keller's Unified Development Code (UDC) for two (2) attached wall signs for Creekside Pet Care Center.

Item F-5: CDD Hensley gave brief background the request for a site plan with a variance for 525 Keller Pkwy. The discussion revolved around the history of the fence being built without a permit, the prohibition of wooden fencing in commercial districts, and the property owner's previous denial for a variance with the Zoning Board of Adjustment (ZBA).

Item F-6: Planner Russell gave brief background on the proposed UDC Amendments for Horse Boarding.

D. ADJOURN

Chairman Alvarado adjourned the pre-meeting at 7:02 p.m.

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Chairman Paul Alvarado

Chairman Alvarado called the meeting to order at 7:13 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.

Chairman Alvarado 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 March 25, 2025 Planning and Zoning Commission Meeting.](#)

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Bill Schlegel, to approve the minutes of the March 25, 2025 Planning and Zoning Commission Meeting. The motion carried unanimously.

E. OLD BUSINESS

1. [PUBLIC HEARING: Consider a request for Rosebury, a Planned Development Zoning Change from Commercial \(C\) and Single-Family Residential - 36,000 square-foot lots \(SF-36\) to Planned Development - Mixed Use \(MU\) consisting of 21 residential lots, 2 commercial lots, and 3 open space lots \(1.33 acres open space\), on approximately 9.2 acres \(7.53 acres residential and 1.67 acres commercial\) of land, legally described as Lot 2 LESS HS, Block 1 of the L. L. Mc Donnell subdivision, and a portion of Lot 1R1, Block 1 of the L. L. Mc Donnell subdivision, and Abstract 29 Tract 5B04 & 27523 of the Richard F. Allen Survey, located approximately 240 feet east of the Johnson Road and N. Main Street intersection, and addressed as 550, 600, and 700 N. Main Street. Sage Group, Inc., Applicant. Mark and Chryste Keel, Owner. \(ZONE-2501-0002\)](#)

Planner Russell gave a presentation on the PD zoning change request for Rosebury.

The Applicant, Curtis Young (1130 N Carrol Ave.), gave a presentation on his project.

Chairman Alvarado opened the public hearing.

The following came forward to speak:

Daniel Taylor, (112 Johnson Rd.), came forward to speak about his concerns with the projects proposed exit onto Johnson Road due to the location of his driveway.

A motion was made by Commissioner Erik Leist, seconded by Vice Chairperson John Baker, to close the public hearing. The motion carried unanimously.

The discussion revolved around the current zoning, the acreage, and addressed the neighbors, Mr. Taylor's, concern about exiting his driveway.

Further discussion was held regarding the previous FLUP designation, the proposed commercial plan, lot coverage and the plan for landscaping.

A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin Pfarner, to recommend approval of Item E-1 as presented. The motion carried by the following vote:

AYE-6: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Ross Brensinger; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Erik Leist

NAY-1: Commissioner John Scott

2. [PUBLIC HEARING: Consider a request for a Future Land Use Plan \(FLUP\) amendment from Patio/Garden/Townhomes - 5,000 to 7,999 square-foot lots \(PGT\) and Retail/Commercial \(RTC\) to High-Density Single Family - 8,000 to 14,999 square-foot lots \(HD-SF\) for 7.53 acres, legally described as Lot 2 LESS HS, Block 1 of the L. L. Mc Donnell subdivision, and a portion of Lot 1R1, Block 1 of the L. L. Mc Donnell subdivision, and Abstract 29 Tract 5B04 & 27523 of the Richard F. Allen Survey, located approximately 240 feet east of the Johnson Road and N. Main Street intersection, and addressed as 550, 600, and 700 N. Main Street. Sage Group, Inc., Applicant. Mark and Chryste Keel, Owner. \(PA-2503-0002\)](#)

Planner Russell gave a presentation on the FLUP Amendment request for Rosebury

Chairman Alvarado opened the public hearing. No one came forward to speak.

A motion was made by Commissioner Erik Leist, seconded by Vice Chairperson John Baker, to close the public hearing. The motion carried unanimously.

A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin Pfarner, to approve Item E-2 as presented. The motion carried by the following vote:

AYE-6: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Ross Brensinger; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Erik Leist

NAY-1: Commissioner John Scott

F. NEW BUSINESS

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) with variances, for an approximately 3,000 square-foot garage, on approximately 4.54 acres, on the west side of Mount Gilead Road, approximately 700 feet north from the Bancroft Road and Mount Gilead Road intersection, legally described as Tract 11C and 11D, Abstract 141 of the Daniel Barcroft Survey, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 1131 Bancroft Road and 1432 Mount Gilead Road. Gary Grundman, Owner/Applicant. \(SUP-2502-0010\)](#)

Planner Russell gave a presentation on the SUP request for 1432 Mt. Gilead Rd.

Chairman Alvarado opened the public hearing.

Ted Hubert, (1012 Oakwood Dr.) , came forward to speak in opposition.

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

The discussion revolved around the history of the existing accessory structures, the need to plat the property, and the applicant's request to place the proposed structure in setbacks. It also touched upon the proposed building size and materials, and the lack of Commission support due to the number of buildings and setback encroachment.

A motion was made by Chairperson Paul Alvarado, seconded by Commissioner John Scott, to deny Item F-1 as presented. The motion carried unanimously.

2. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for The Back Nine, to operate an Indoor Entertainment Facility in an existing lease space in a multi-tenant building on 3.11 acres, located at the northeast corner of the Keller Parkway and Bourland Road intersection, legally described as Lot 7R, Block B of the Stone Glen subdivision, zoned Retail and addressed 721 Keller Parkway, Unit 110. Evergreen Fern LTD, Owner. Melanie Bagley, Applicant. \(SUP-2503-0013\)](#)

Planner Eddleman gave a presentation on the SUP request for Back 9.

The Applicant, Melanie Bagley, (2348 Aleso Ln.), spoke on behalf of the project.

Chairman Alvarado opened the public hearing. No one came forward to speak.

A motion was made by Commissioner John Scott, seconded by Commissioner Erik Leist, to close the public hearing. The motion carried unanimously.

The Commission expressed concerns about fire safety and police access. The Business Owner said he will investigate the possibility when it was suggested that a panic button be added for security and a universal code for police access.

The suggested twenty-four-hour business model, in which the site is operated remotely rather than by staff, was further discussed.

A motion was made by Commissioner John Scott, seconded by Commissioner Erin Pfarner, to approve Item F-2 as presented. The motion carried unanimously.

3. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for a proposed bank in an existing 4,900 square-foot space on the first floor of an 8,850 square-foot building, on a 0.83-acre lot, located approximately 375 feet southeast of the Keller Parkway and Bear Hollow Drive intersection, legally described as Lot 1, Block 1 of the Bloomfield Addition, zoned Office - Planned Development 1036 and addressed 1680 Keller Parkway. David Hicks, Texana Bank, Applicant. Huntington Beach Properties, LLC, Owner. \(SUP-2503-0014\)](#)

CDD Hensley gave a presentation on the SUP request for Texana bank.

The Applicant, David Hicks, spoke on behalf of the project.

Chairman Alvarado opened the public hearing.

The following came forward in opposition:

Karen Pyle, (1700 Adalina Dr.)

Ron Pyle, (1700 Adalina Dr.)

Rick Sleeper, (1704 Adalina Dr.)

A motion was made by Commissioner John Scott, seconded by Commissioner Erik Leist, to close the public hearing. The motion carried unanimously.

The Commission and the Applicant discussed concerns raised by nearby residents regarding the commercial property, as well as the Applicant's plans to expand bank operations at the site. The conversation also addressed ongoing property management issues, existing code violations, and potential future development. Commissioners highlighted the proposal as an opportunity to resolve current problems and fund necessary repairs, while encouraging continued dialogue with neighbors.

A motion was made by Commissioner John Scott, seconded by Commissioner Erik Leist, to approve Item F-3 as presented. The motion carried unanimously.

4. [Consider a request for a special exception to the City of Keller Unified Development Code, Article 9, Development Standards, Section 9.05 - Sign Regulations for two attached wall signs for Creekside Pet Care Center, a Veterinarian Clinic in an existing 16,346 square-foot building, located at the southeast corner of the intersection of Davis Boulevard and Bear Creek Parkway, legally described as Lot 1R, Block A of the Hance Creekside Addition, zoned Commercial \(C\), and addressed as 8830 Davis Boulevard. James Nevonon, Applicant. Hance Properties LLC, Owner. \(UDC-2503-0001\)](#)

The Commission and the Applicant discussed the proposed signage for the emergency vet, focusing on visibility, lighting, and design. Additional conversation addressed the signage's materials, placement, and size.

A motion was made by Commissioner John Scott, seconded by Commissioner Erin Pfarner, to approve Item F-4 as presented. The motion carried by the following vote:

AYE-6: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Bill Schlegel; Commissioner Erin Pfarner; Commissioner Erik Leist; Commissioner John Scott

NAY-1: Commissioner Ross Brensinger;

5. [Consider a request for a Site Plan with one variance for a 1.33-acre lot, located approximately 240 feet northeast of the Keller Parkway and Cindy Street North intersection, legally described as Lot 1, Block A of the Rhima Shops Addition and addressed 525 Keller Parkway. S&B Fencing, Applicant. NSL Property Holdings, Owner. \(SITE-2503-0004\)](#)

The Commission discussed a proposal to allow the property owner, NSL Property Holdings, to retain a fence that was constructed without a permit and to permit the continued use of wood as the primary material. Commissioners expressed concern that the application was submitted by the tenant, rather than the property owner, and emphasized the importance of the owner taking responsibility for this project.

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Erin Pfarner, to approve Item F-5 as presented. The motion carried by the following vote:

AYE-4: Chairman Paul Alvarado; Vice-Chairman John Baker; Commissioner Ross Brensinger; Commissioner Erin Pfarner

NAY-3: Commissioner John Scott; Commissioner Bill Schlegel; Commissioner Erik Leist

- 6. [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, Article Eight - Zoning Districts and Article Nine - Development Standards, and by amending the City of Keller Code of Ordinances Sec. 3-100 - Definitions and Sec. 3-430, relating to regulations for horses and horse boarding; providing penalties; authorizing publication; and establishing an effective date. \(UDC-2503-0005\)](#)

Due to the late hour, Chairman Alvarado recommended a motion to table Item F-6 until the April 22, 2025, Planning and Zoning Commission Meeting.

A motion was made by Commissioner John Scott, seconded by Commissioner Bill Schlegel, to table Item F-6 to the April 22, 2025 Planning and Zoning Commission Meeting. The motion carried unanimously.

G. ADJOURN

Chairman Alvarado adjourned the meeting at 10:28 p.m.

Chairperson

Staff Liaison