



# 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, June 2, 2025

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

##### **A. CALL TO ORDER**

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

The following Board members were present:

Chairperson Matthew Gilpin

Luz Rodriguez

Jessica Juarez

Perry Fourier

The following Board Members were absent:

William Thorne

Michael McClement

TJ Stack

Staff Present: Director of Development Services Sarah Hensley; Plans Examiner Carlos Gutierrez.

##### **B. ADMINISTRATIVE COMMENTS**

##### **C. DISCUSS AND REVIEW AGENDA ITEMS**

The Board reviewed and discussed the agenda items.

##### **D. ADJOURN**

Chairperson Gilpin the adjourned pre-meeting at 6:11 p.m.

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

##### **A. CALL TO ORDER**

Chairperson Gilpin called the meeting to order at 6:12 p.m.

##### **PLEDGE OF ALLEGIANCE**

1. Pledge to the United StatesFlag

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 on any subject. However, the Texas Open Meetings Act prohibits the Board 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.

## C. NEW BUSINESS

1. [Consider the minutes of the May 5, 2025 Zoning Board of Adjustment meeting.](#)

Motion was made by Jessica Juarez to approve the minutes. Luz Rodriguez second the motion.

Motion was approved unanimously.

2. [PUBLIC HEARING: Consider an application requesting a variance to Section 8.07\(G\) of the Unified Development Code \(UDC\) which requires all fences adjacent to an open space and/or a common space area shall be constructed of ornamental metal, tubular steel, or similar material. The applicant is requesting a variance to allow a wooden privacy fence. The property is on approximately 0.3435-acres legally described as Lot 15, Block B of Spyglass Hill Estates, zoned Single-Family 15,000 square-foot minimum lots \(SF-15\) and addressed as 1521 Spanish Bay Dr. Heather Donato, Owner/Applicant. \(ZBA-2504-0004\)](#)

Plans Examiner gave a brief presentation of the property and variance request.

Chairperson Gilpin opened the Public Hearing.

Trevor Palmeri at 1529 Spanish Bay Dr shared his support for the variance request.

Motion was made by Chairperson Gilpin and second by Perry Fourrier to close the Public Hearing.

Applicant and Home owner shared history about the property and the need for the variance request.

Motion was made by Jessica Juarez and second by Perry Fourrier to approve item C2 as presented.

Motion was approved unanimously.

## D. ADJOURN

Chairperson Gilpin adjourned the meeting at 6:25 p.m.

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Chairperson

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Staff Liaison