



**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, May 28, 2024**

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**PRE-MEETING BRIEFING 6:30 P.M.**

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

Chairman Alvarado called the meeting to order at 6:34 p.m.

The following Commission Members were present:

Paul Alvarado, Chairman  
Erin Pfarner  
Erik Leist  
Vernon Stansell  
Ross Brensinger  
Gigi Gupta  
Luz Rodriguez

The following Commission Members were absent:

John Baker, Vice-Chairman

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer (CE) Chad Barte; Planner I Amber Washington; and Planner I Alexis Russell.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on May 21, 2024.](#)

CDD Hensley gave a brief recap of the May 21, 2024 City Council meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

E-6: Planner Washington gave a summary of the Whitley Springs FLUP Amendment request. There was discussion about the letters of opposition received and the order of items on the Agenda.

E-7: Planner Washington gave a summary of the Whitley Springs Planned Development (PD) zoning change request.

There was a brief discussion among the staff and the Commission in regard to similar PD's (i.e. Riverdance), the ROW abandonment and drainage, landscaping requirements (specifically in base zoning and in PD'S), commercial development to the west, material requirements, and the setback and buffer requirements.

## D. ADJOURN

Chairman Alvarado adjourned the pre-meeting at 6:57 p.m.

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

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

Chairman Alvarado called the meeting to order at 7:05 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 May 14, 2024 Planning and Zoning Commission Meeting.](#)  
**A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Erik Leist, to approve the minutes of the May 14, 2024 Planning and Zoning Commission Meeting. The motion carried unanimously.**

### E. NEW BUSINESS

1. [Consider four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 5 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1716 Highland Drive West. \(UDC-24-0003\)](#)

Planner Russell gave a presentation on the four variance requests for 1716 Highland Dr. West.

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

2. [Consider four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 6 of the Highland Terrace Mobile Home Park, being approximately 0.15-acres, situated on the west side of Highland Drive West, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1720 Highland Drive West. \(UDC-24-0004\)](#)

Planner Russell gave a presentation on the four variance requests for 1720 Highland Dr. West.

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

3. [Consider four variance requests for one lot in the Highland Terrace Mobile Home Park to reduce the front yard setback to 25 feet in lieu of the required 35 feet, to decrease the minimum dwelling size to 2,000 square-feet in lieu of the 2,400 square-foot requirement, to increase the maximum main building lot coverage to 35% in lieu of the 30% requirement, and to increase the maximum lot coverage to 55% in lieu of the 50% requirement, on the property legally described as Lot 41 of the Highland Terrace Mobile Home Park, being approximately 0.17-acres, situated on the west side of Highland Drive East, zoned Single-Family 36,000 square-foot lots or greater \(SF-36\), and addressed as 1827 Highland Drive East. \(UDC-24-0005\)](#)

Planner Russell gave a presentation on the four variance requests for 1827 Highland Dr. East.

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

4. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Sacred Ground Therapy, a mental health practice proposed in a 985 square-foot lease space in an existing 23,000 square-foot building on 1.91 acres, at the intersection of Keller Parkway and Country Brook Drive, legally described as Lot 2, Block B of the Keller Town Center Addition, zoned Town Center \(TC\) and addressed 1240 Keller Parkway, Suite 205. Jonathan Marcotte, Applicant. David Washington, Owner. \(SUP-24-0012\)](#)

CDD Hensley gave a presentation on the SUP request for Sacred Ground Therapy at 1240 Keller Parkway.

There was discussion, led by Commissioner Leist, about the history of the Certificate of Occupancy for the business.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner**

**Vernon Stansell, to close the public hearing. The motion carried unanimously.**

There was a discussion among Staff and the Commission in regard to the saturation of similar businesses in the area and the process of obtaining and displaying a Certificate of Occupancy (CO) for all Applicants. There was further discussion about the history of the Applicant's prior approval of a CO in the Town Center zoning district.

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner Erin Pfarner, to recommend approval of Item E-4 as presented. The motion carried unanimously.**

5. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) Phenix Luxury Salon Suites, a Medical Spa proposed on the first floor of an existing 9,300 square-foot building, on .96 acres, approximately 2,500 feet northeast of the U.S. Hwy. 377 and Johnson Road intersection, legally described as Lot 1, Block A of the North Main Medical Office Addition, zoned Commercial and addressed 950 North Main Street. North Main Medical Office, LLC, Applicant/Owner. \(SUP-24-0013\)](#)

CDD Hensley gave a presentation on the SUP request for Phenix Luxury Salon Suites at 950 N. Main Street.

Vjay Ranganathan, franchise owner, spoke about his plans for the business.

Chairman Alvarado opened the public hearing.

No public comments received.

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

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Erin Pfarner, to recommend approval of Item E-5 as presented. The motion carried unanimously.**

7. [PUBLIC HEARING: Consider a recommendation for a request for Whitley Springs, a Planned Development Zoning Change from Commercial \(C\) to Planned Development - Patio Homes \(PD-PH\) consisting of 22 residential lots and approximately 0.65 acre of open space on approximately 4.33 acres of land, legally described as a portion of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. \(Z-24-0001\)](#)

Planner Washington gave a presentation on the Planned Development zoning change request for Whitley Springs.

Curtis Young, representing Sage Group, gave his own presentation on the proposed planned development.

Chairman Alvarado opened the public hearing.

Paul Lara, 224 Foxcourt Drive, spoke in opposition to the item.

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

There was discussion among Staff and Commission in regard to traffic counts, the school zone speed limit, the future of the intersection, and a proposed traffic circle near the site. Further discussion was had regarding drainage studies for the PD, materials for the proposed fencing, the requirement for an HOA, and the type of material used for the proposed screening wall.

Commissioner Brensinger questioned the Developer about why he believes this project is needed. The Developer and Applicant both spoke to the need of this PD to be because of their perceived lack of high quality and affordable housing in the area, and to help the school district grow.

There was a discussion between the Commission and CE Bartee regarding the proposed retention ponds and the current state of drainage in the proposed area. Questions were also asked about the timeline of the PD construction versus the construction of the proposed traffic circle.

Commissioner Pfarner spoke to her concerns about the proposed project due to the lack of green space and her opinion that there would be too many homes situated in too small of an area on the site.

**A motion was made by Commissioner Erik Leist, seconded by Commissioner Ross Brensinger, to recommend approval of Item E-7 with the condition that the lot coverage percentage be reduced. The motion failed by the following vote:**

**AYE: 3 - Chairman Paul Alvarado, Commissioner Erik Leist, Commissioner Ross Brensinger.**

**NAY: 4 - Commissioner Erin Pfarner, Commissioner Vernon Stansell, Commissioner Gigi Gupta, Commissioner Luz Rodriguez.**

**A motion was made by Commissioner Vernon Stansell, seconded by Commissioner GiGi Gupta, to recommend denial of Item E-7. The motion carried by the following vote:**

**AYE: 4 - Commissioner Erin Pfarner, Commissioner Vernon Stansell, Commissioner Gigi Gupta, Commissioner Luz Rodriguez.**

**NAY: 3 - Chairman Paul Alvarado, Commissioner Erik Leist, Commissioner Ross Brensinger.**

6. [PUBLIC HEARING: Consider a request for a Future Land Use Plan \(FLUP\) amendment from Retail/Commercial to Patio-Garden-Townhome for a portion of 4.33 acres legally](#)

described as portions of Tract 7B, Abstract 692 of the W J Holland Survey, and a portion of the Martins Subdivision public right-of-way dedicated to the City of Keller shown on the plat filed with Tarrant County under document number D205322770, located on the west side of the Rapp Road and Whitley Road intersection, and addressed 1212 Whitley Road, and unaddressed public right-of-way. Huynh and Viyapon, LLC, Owner. Garabedian Properties, Applicant. (LUP-24-0002)

Planner Washington gave a presentation on the FLUP Amendment request for Whitley Springs.

Curtis Young spoke to his reasoning for the request.

Chairman Alvarado opened the public hearing.

No public comments received.

**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 Chairman Paul Alvarado, seconded by Commissioner Vernon Stansell, to recommend approval of Item E-6 as presented. The motion carried unanimously.**

**E. ADJOURN**

Chairman Alvarado adjourned the meeting at 9:01 p.m.

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Chairperson

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Staff Liaison