



**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 9, 2023**

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

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

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

The following Commission Members were present:

Paul Alvarado, Chairperson  
Greg Will  
Erin Pfarner  
Ross Brensinger  
GiGi Gupta

The following Commission Members were absent:

John Baker  
Leslie Sagar  
Erik Leist  
Vern Stansell

Staff present included Interim Community Development Director (ICDD) Sarah Hensley; Planner I Amber Washington; City Engineer Chad Bartee; Economic Development Specialist (EDS) Siale Langi; and Planning Technician Alexis Russell.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council Action on May 2, 2023.](#)

ICDD Hensley gave a recap of the May 2, 2023 City Council meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

D-1: ICDD Hensley gave background on the Final Plat for Beverley Grove Subdivision located at 1301 Rufe Snow Drive. The Plat met all the requirements of the UDC so the Commission's only option was to approve Item D-1 as presented. Commissioner Pfarner asked for clarification on sidewalk connections between the subdivision and the main streets of Shady Grove Road, Rapp Road, and Rufe Snow Drive.

E-1: No comments.

E-2: Planner Washington gave background on two Specific Use Permits (SUPs) for a

carport at 507 Springbranch Drive. Chairperson Alvarado and Commissioner Pfarner asked for clarification on the height of the structure. Planner Washington explained that the photos the Applicant included were not an accurate representation of the intended structure. She stated that the Applicant would be present at the regular meeting to answer questions. There is general conversation among the Commission and Planner Washington regarding the need for an SUP pertaining to the UDC requirements.

E-3: Planner Washington gave background on three SUPs for an accessory structure at 1517 Willis Lane. Chairperson Alvarado requested to view the opposition letters received before the start of the regular meeting. Commissioner Pfarner stated her history with the area and relayed her knowledge of the tight turn at the proposed alley access to the structure. She stated her opinion that the structure was overall too large for the neighborhood. Planner Washington stated that the opposition letters received echo that sentiment. Commissioner Brensinger compared the Applicant's request to someone building a house in the neighborhood and asked how the traffic would be any different. Commissioner Will asked if the alley is a public Right of Way. Planner Washington stated that it is. There is general conversation among the Commission about the necessity of a driveway to the structure. City Engineer Bartee stated that including a driveway is a requirement of the UDC. The Commission viewed the Powerpoint for Item E-3 to get clarification on certain questions and there is general conversation regarding the Applicant's request.

E-4: Planner Washington gave background on an SUP for Main-tenance Plus+, located at 1661 S. Main Street. No additional comments.

#### **D. ADJOURN**

Chairperson Alvarado adjourned the meeting at 6:53 p.m.

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

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

Chairperson Alvarado called the meeting to order at 7:00 p.m.

#### **B. PLEDGES TO THE FLAGS**

#### **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 approving a Final Plat for the Beverly Grove Subdivision consisting of 33 residential lots and 4 open space lots, being approximately 11.79 acres located at the intersections of Rapp Road, Shady Grove Road, and Rufe Snow Drive, zoned Planned Development Single Family 8.4 \(PD-SF-8.4\), and addressed as 1301 Rufe Snow Drive. Sunrise Partners, Applicant/Developer; Peloton Land Solutions, Planner/Engineer; Bursey Commercial, LTD., Owner. \(P-23-0016\)](#)

A motion was made by Commissioner Gregory Will, seconded by Commissioner Erin Pfarner, to approve Item D-1 as presented. The motion carried unanimously.

## E. NEW BUSINESS

1. [Consider the minutes of the April 25, 2023 Planning and Zoning Commission Meeting.](#)

A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Gregory Will, to approve the minutes of the April 25, 2023 Planning and Zoning Commission Meeting. The motion carried unanimously.

2. [PUBLIC HEARING: Consider a request for two Specific Use Permits \(SUPs\) for an approximately 450 square-foot accessory structure on .3 acre, on the north side of Springbranch Drive, approximately 100 feet from the intersection of Oak Valley Drive and Springbranch Drive, legally described as Lot 28, Block 2 of the Country Hill Estates Addition, zoned Planned Development-Single-Family lots 12,000 square-feet or greater \(PD-SF-12\) and addressed 507 Springbranch Drive. Penn Stegall, Owner/Applicant. \(SUP-23-0009\)](#)

Planner Washington gave a presentation on Item E-2, a request for two SUPs for a carport at 507 Springbranch Drive.

The Applicant, Penn Stegall, read a letter to the Commission detailing his personal history, experience, and reasoning for the request. In the letter, Stegall clarified his intended materials for the carport.

Chairperson Alvarado opened the Public Hearing.

No public comments received.

**A motion was made by Commissioner Gregory Will, seconded by Commissioner Ross Brensinger, to close the public hearing. The motion carried unanimously.**

Commissioner Brensinger asked Planner Washington and the Applicant questions regarding the height of the structure and how the structure affects the drainage of the property. The Applicant stated his design does not change the drainage as it is completely over impervious surface and the structure would not be as tall as the house.

Commissioner Pfarner asked about the intended use of the structure. The Applicant replied that he intends to store a 5th-wheel trailer that is 13 feet tall.

The public letters received against the SUPs led to a discussion about the materials for the structure. Planner Washington stated that the photos in the presentation were not included in the Public Hearing letters so that information was not available to the residents when the letters were submitted.

Commissioner Gupta asked for clarification on the materials of the carport. The Applicant stated his intent to use wood-wrapped metal posts and siding painted to match the house.

Commissioner Gupta asked if the Applicant had looked into alternative methods for storing his RV. The Applicant replied that he had, but that rented spaces were costly and often robbed.

Commissioner Gupta asked if there were any other carports in the neighborhood, to which the Applicant replied that there were and identified one location on an aerial map.

Commissioner Will stated his concern about the quantity of opposition letters from the Applicant's neighbors. He asked if the Applicant had tried to work with his neighbors to satisfy some of their concerns. The Applicant replied that his neighbors initially had the wrong assumption about his intentions for the project and that he is working to rectify those concerns.

Chairperson Alvarado stated his concern over the size of the structure and voiced his inclination to not be in support of the SUP. He also reminded the Applicant that the Planning and Zoning Commission is a recommending body. Chairperson Alvarado encouraged him to submit a better rendering of the project before it goes to City Council to help mitigate some of the neighbor's concerns.

The Applicant discussed the possibility of lowering the height of the structure. Chairperson Alvarado stated that presenting that as an option to City Council may help the case but that every carport still must have SUP approval.

The SUP request will go before City Council on June 6, 2023.

Chairperson Alvarado stated that the Applicant's primary goal should be to get his neighbors to withdraw their letters of opposition.

**A motion was made by Chairperson Paul Alvarado, seconded by Commissioner Gregory Will, to deny Item E-2 as presented. The motion carried by the following vote:**

**AYE: 4 - Chairperson Alvarado, Commissioner Will, Commissioner Pfarner, Commissioner Gupta**

**NAY: 1 - Commissioner Brensinger**

3. [PUBLIC HEARING: Consider a request for three Specific Use Permits \(SUPs\) for an](#)

approximately 3,000 square-foot accessory structure with an average height of 19 feet on .83 acre, on the east side of Willis Lane, approximately 275 feet from the intersection of Calais Drive and Willis Lane, legally described as Lot 15, Block D of the Willis Coves Addition, zoned Planned Development-Single-Family Lots 12,000 square-feet or greater (PD-SF-12) and addressed 1517 Willis Lane. 41:10 Construction Group, Applicant. Michael Colangelo, Owner. (SUP-23-0014)

Planner Washington gave a presentation on Item E-3, a request for an accessory structure to house classic cars, at 1517 Willis Lane.

The Applicant, Michael Colangelo, gave his reasoning for the request and stated that he owns 13 cars that are currently stored in Haslet. He specified his intent to brick the structure to make it match the house. The Applicant voiced his willingness to compromise on the plans to get approval from his neighbors.

Chairperson Alvarado opened the Public Hearing.

Tanner Smith, the contactor for 1517 Willis Lane, stated his willingness to work with the public to get this SUP approved.

Dan Roberts and Juri Marsh Roberts, 405 Shumard Oak Trail, stated their opposition. They gave the history of the Applicant's lot as marshland and stated their concern over the weight of the structure over what used to be a pond. They also stated their concern about the impact on the children that travel to school through the alley that the Applicant intends to use for access.

Rebecca Tovar, 1609 Overcup Lane, read a list of concerns in representation of Willis Cove HOA. Concerns included safety and beautification factors of the structure and its impact on the neighborhood. On behalf of the HOA, she requested that the Commission deny the application until modifications addressing their concerns are made.

Chairperson Alvarado asked Tovar to elaborate on the concerns over flooding in the flume/sidewalk that the neighborhood children travel to get to school. City Engineer Bartee stated that he would look into the concern.

Steve Townsend, 1909 Willis Lane, stated his support for Item E-3 because plenty of houses on Willis Lane have accessory buildings of similar size to the Applicant's request.

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

Chairperson Alvarado recapped the various concerns brought up by the public for Item E-3.

The Applicant, Michael Colangelo, clarified his intent to answer those concerns. He stated his intended use for structure: he doesn't plan on driving the cars often as doing so devalues them. The Applicant reiterated his willingness to compromise on the height of the structure. He also stressed his intent to make the structure match the existing house on the

property. Chairperson Alvarado remarked about adding trees, to which the Applicant replied he would add landscaping if requested by his neighbors.

Chairperson Alvarado asked for elaboration on the construction crew details. Tanner Smith (contractor) answered with the planned parking for his crew during construction. Chairperson Alvarado inquired about the construction period. Smith responded that the materials would arrive within 9 to 11 weeks and construction would take around 8 weeks.

Commissioner Pfarner mentioned her history of living in the area. She questioned the Applicant on how many cars the structure could potentially house. The Applicant responded that he has 13 cars and doesn't have a plan to purchase more at this time. He also clarified his intention for gate and camera installation to access the alley from the structure.

Commissioner Pfarner suggested the idea of lowering the height of the structure. The Applicant replied that his ideal height is at least 16 feet on average to accommodate a lift system inside. He reassured the Commission that all car mechanic work will be done off-site at Grapevine Automotive.

Commissioner Pfarner asked if the proposed structure will be considered an Accessory Dwelling Unit (ADU) in the future. Planner Washington replied that the lot is not large enough for the structure to be considered an ADU. She clarified that any future conversion by another owner would require another permit. The Applicant stated that he had no plans for electrical features (besides lights) or plumbing in the structure.

Commissioner Pfarner questioned the stability of the property. Smith answered that he did have a structural engineer on site and plans to have a geotechnical engineer assess the softness of the ground. He stated that before they break ground, soil samples will be done to determine the required thickness of the concrete slab.

Commissioner Pfarner reiterated the public concern for coordination between the construction crew and the school children that use the alley. Smith replied that all workers on the property will be required to follow a safety code. He also stated his willingness to put the project on hold during the time children walk to and from school to alleviate safety concerns.

Commissioner Brensinger pointed out that the path that the school children were using as a passageway is a drainage easement (flume). This is confirmed by Planner Washington and City Engineer Bartee.

Commissioner Brensinger clarified with Planner Washington that should a new occupant want to run a business out of the building in the future, they would have to go through the SUP process.

Commissioner Brensinger addressed the public concern that even if this SUP is approved, it doesn't change anything in the Unified Development Code (UDC).

Commissioner Brensinger then questioned the size allowance for a main structure in the SF-12 Zoning District. He presented the theory that the Applicant could split the lot and build a house where they are requesting the garage. ICDD Hensley clarified that splitting the lot would not meet the code because of frontage requirements.

Commissioner Gupta expressed her discomfort with approving the structure because of the size and the location is a residential area close to a school. The Applicant stated that he understood the concern and reiterated the structure's intended use.

Commissioner Pfarner requested City Engineer Bartee and Planner Washington to look into the history of the flume next to the property before the request goes to City Council.

Chairperson Alvarado stated his opinion that the garage will not affect the school children, regardless if they are traveling on a flume or a sidewalk. He stated that the vehicular consideration for this request is the same for any other homes with driveways. Chairperson Alvarado stated that he had concerns at first but that he can see the efforts the Applicant is making to compromise and work with the public on a path forward.

ICDD Hensley clarified that any accessory structure over 15 feet (average height) is going to need an additional SUP. She stated that while the change to 16 feet on average is a good step, it will still need that SUP approved. ICDD Hensley reminded the Commission to include conditions to the SUP that they see fit.

Tanner Smith asked for recommendations from the Commission in regard to material percentages and height of the structure. Chairperson Alvarado stated that he didn't want to "engineer from the dais" but encouraged the Applicant to refine material percentages before presenting to City Council. Commissioner Will stated that the materials should match those of the primary structure on the property.

The SUP request will go before City Council on June 6, 2023.

Chairperson Alvarado thanked everyone for coming out to speak on Item E-3.

**A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Gregory Will, to approve with conditions Item E-3. The conditions were as follows:**

- 1. That the materials on the garage are similar to materials of the existing house.**
- 2. That landscaping and trees be added such that the appearance of the garage is similar to a house.**
- 3. That the average height be limited to 15 feet.**

**The motion carried by the following vote:**

**AYE: 4 - Chairperson Alvarado, Commissioner Will, Commissioner Pfarner,**

**Commissioner Brensinger****NAY: 1 - Commissioner Gupta**

4. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for Main-tenance Plus +, an "automobile repair, sales, and service" facility on approximately 1.37 acres located on the east side of South Main Street, at the intersection of Calverley Place and South Main Street, legally described as Lot 5R of the South Meadow Industrial Park Addition, zoned Commercial \(C\) and addressed 1661 S. Main Street. Magic Petroleum, LLC, Owner/Applicant. \(SUP-23-0015\)](#)

Planner Washington gave a presentation on Item E-4, a request for an SUP for Main-tenance Plus +, an automobile service facility, at 1661 S. Main Street.

The Applicant had no additional comments.

Chairperson Alvarado opened the Public Hearing.

No public comments received.

**A motion was made by Commissioner Gregory Will, seconded by Commissioner GiGi Gupta, to close the public hearing. The motion carried unanimously.**

Commissioner Pfarner asked about cars being left on the property overnight. The Applicant stated that in rare cases the cars would be parked outside while waiting for late customer pickup. Planner Washington stated that this stipulation would not change anything about approving or denying the SUP. Chairperson Alvarado suggested that the change be reflected in the presentation prior to City Council.

Commissioner Brensinger asked for clarification on what the Commission is approving in this SUP. Planner Washington elaborated on the verbiage presented in the UDC. There is discussion among the Commission and Planner Washington about the UDC definition allowing "fluid flush." Chairperson Alvarado agreed that the language discussing the difference between minor and major automobile repair could be more specific. He stated his intent to look at the definition further in the future.

Commissioner Pfarner then asked if the Applicant needed to revise his application. Chairperson Alvarado asked Staff for clarification on the intent of the language. ICDD Hensley stated that the intent of the code was to exclude oil changes from the definition.

The Applicant stated their intent to not offer oil changes at the business.

The SUP request will go before City Council on June 6, 2023.

**A motion was made by Commissioner Ross Brensinger, seconded by Commissioner Erin Pfarner, to approve Item E-4 as submitted as long as the business is consistent with the UDC language of "automobile repair, sales, and**



service." The motion carried unanimously.

**F. ADJOURN**

Chairperson Alvarado adjourned the meeting at 8:36 p.m.

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Chairperson

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Staff Liaison