



**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, September 9, 2025**

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

**A. CALL TO ORDER - Chairman John Baker**

Chairman Baker called the meeting to order at 6:31 p.m.

The following Commission Members were present:

John Baker, Chairman  
Erin Pfarner  
John Scott  
Ross Brensinger  
Michelle Sandoval Cabanas  
Deborah Johnson

The following Commission Members were absent:

Erik Leist; Bill Schlegel

Staff present included Community Development Director (CDD) Sarah Hensley; City Engineer Chad Barteel; Planner II Alexis Russell; Planner I Calvin Eddleman; Planner I Ethan Flanders.

**B. ADMINISTRATIVE COMMENTS**

1. [Briefing regarding City Council action on September 2, 2025.](#)

CDD Hensley gave a brief recap of the September 2, 2025 City Council Meeting.

**C. DISCUSS AND REVIEW AGENDA ITEMS**

Item E-1: Planner Russell gave brief background on the Specific Use Permit (SUP) request at 1519 Mount Gilead Road. There was a discussion regarding the setback requirements for carports and the placement of the structure on the property.

**D. WORK SESSION**

1. [Discuss Commission meeting procedures.](#)

Chairman Baker led a discussion on Commission meeting procedures. The discussion was continued after the regular meeting.

**E. ADJOURN**

Chairman Baker recessed the pre-meeting at 6:53 p.m. to hold the regular meeting. The

pre-meeting resumed at approximately 7:30 p.m. and adjourned at 8:02 p.m.

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

#### **A. CALL TO ORDER – Chairman John Baker**

Chairman Baker called the meeting to order at 7:01 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 Baker invited the public to speak on any topic. No member of the public came forward to speak.

#### **D. NEW BUSINESS**

1. [PUBLIC HEARING: Consider a request for a Specific Use Permit \(SUP\) for a 484 square-foot carport, on approximately 1.03 acres, located on the east side of Mount Gilead Road, approximately 575 feet northeast from the intersection of Mount Gilead Road and Bancroft Road, legally described as Block A, Lot 3, of the Launay Addition, zoned Single-Family 36,000 square-foot lot size or greater \(SF-36\) and addressed 1519 Mount Gilead Road. Shane Crocker, Applicant/Owner. \(SUP-2507-0030\)](#)

Planner Russell gave a presentation on the SUP request for a carport at 1519 Mount Gilead Rd.

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

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

There was a discussion between the Commission and the Applicant, Shane Crocker, regarding the location of the proposed carport and the reasoning for the site choice. The Applicant clarified the site was chosen to increase parking for visitors. Further discussion was held regarding material and design of the carport, garage requirements in the SF-36 zoning district, and the surrounding neighbors opinion of the proposal, particularly the

neighbor who lives closest to where the carport will exist.

**A motion was made by Commissioner Michelle Sandoval Cabanas, seconded by Commissioner John Scott, to recommend approval of Item E-1 as presented. The motion carried unanimously.**

**E. ADJOURN**

Chairman Baker adjourned the regular meeting at 7:23 p.m. The work session item was adjourned at 8:02 p.m.

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Chairperson

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Staff Liaison