

MINUTES OF THE REGULAR MEETING  
PLANNING AND ZONING COMMISSION

January 23, 2017

REGULAR MEETING 7:00 P.M.

A. CALL TO ORDER – Chairperson

A regular meeting of the City of Keller Planning and Zoning Commission was called to order by Chairperson Gary Ponder with the following members present:

Dave Reid  
Leslie Sagar  
Amanda Bigbee  
Vernon Stansell  
Troy DePuma  
Bill McCrea - Alternate

Commissioners absent were Carey Page.

Staff present included, Michele Berry, Senior Planner; Daniel Turner, Planner I; Chad Bartee, City Engineer; and Brenda Slovak, Police Captain.

B. PLEDGE OF ALLEGIANCE

1. Pledge to the United States Flag.
2. Pledge to the Texas Flag.

C. PERSONS TO BE HEARD

No public comments were received.

D. CONSENT

1. Consider approval of the minutes for the meeting of December 12, 2016.

Commissioner Sagar moved to approve the consent agenda as presented. Commissioner Bigbee seconded and the motion carried unanimously (7-0).

E. OLD BUSINESS

1. None

F. NEW BUSINESS

1. PUBLIC HEARING: Consider a recommendation of a Specific Use Permit (SUP) to allow Massage Express, a proposed Spa to Include Cosmetologists (Hair, Nails Face) & Massage Therapist, in an existing lease space of approximately 1,196 square feet, within a 15,032 square-foot building on approximately 1.87-acres, located on the north side of North Tarrant Parkway, approximately 200 feet east of Rufe Snow Drive, at 841 North Tarrant Parkway, being Lot 2, Block A, Highland Oaks Crossing Addition and zoned PD-R (Planned Development-Retail). Keller Retail Partners, LLC, owner/applicant. (SUP-16-0028)

Michele Berry, Senior Planner, came forward to give staff's presentation and recommendation. Bill Ellis, owner/applicant, was present to answer questions.

Chairperson Ponder opened the public hearing.

No public comments were received.

Commissioner Sagar moved to close the public hearing for Item F-1. Commissioner Stansell seconded and the motion carried unanimously (7-0).

Discussion was held concerning the proposed hours of operation.

Commissioner Stansell moved to approve Item F-1 as presented. Commissioner Reid seconded and the motion carried unanimously (7-0).

2. PUBLIC HEARING: Consider a recommendation for a Specific Use Permit (SUP) for a single story 9,870 square-foot multi-tenant retail building, located on a 1.47-acre lot, on the north side of Keller Parkway (FM1709), approximately 380 feet west of the Rufe Snow Dive and Keller Parkway (FM1709) intersection, being Lot 3R-1R6, Block 8, Bluebonnet Trails Addition, at 967 Keller Parkway (FM1709), and zoned TC (Town Center). KWLee Properties, LP, owner/applicant. Ballard & Braughton Engineering, engineer. (SUP-17-0002)

3. [Consider a recommendation for a Site Plan of a single story 9,870 square-foot multi-tenant retail building, located on a 1.47-acre lot, on the north side of Keller Parkway \(FM1709\), approximately 380 feet west of the Rufe Snow Dive and Keller Parkway \(FM1709\) intersection, being Lot 3R-1R6, Block 8, Bluebonnet Trails Addition, at 967 Keller Parkway \(FM1709\), and zoned TC \(Town Center\). KWLee Properties, LP, owner/applicant. Ballard & Braughton Engineering, engineer. \(SP-16-0025\)](#)

Daniel Turner, Planner I, came forward to give staff's presentation and recommendation for Items F-2 and F-3 together. Mike Mellinger, applicant, was present for questions.

Chairperson Ponder opened the public hearing for Item F-2.

No public comments were received.

Commissioner Sagar moved to close the public hearing for Item F-2. Commissioner Bigbee seconded and the motion carried unanimously (7-0).

Additional discussion was held regarding the variances on Item F-3 and the withdrawal of the light pole height variance.

Commissioner Reid moved to approve Item F-2 with the following condition:

1. Allow a Specific Use Permit for a single story 9,870 square-foot multitenant retail building at 967 Keller Parkway (FM1709) in the Town Center Zoning District provided the minimum building height is twenty feet (20').

Commissioner Stansell seconded and the motion carried unanimously (7-0).

Commissioner Reid moved to approve Item F-3 as presented, with the following conditions:

1. A variance for the east landscape buffer to be a minimum of eight feet (8') as shown in Exhibit "A" shall be allowed.
2. A variance for a flat roof design shall be allowed.
3. A variance for the use of a metal cornice element instead of brick or cast stone shall be allowed.
4. A variance for the masonry material of the façade to be fifty-five percent (55%) brick and stone veneer, thirty-eight percent (38%) stucco and fibrous cement panels and trim, and seven percent (7%) metal accents shall be allowed.

5. A variance for the use of a thermoplastic polyolefin (TPO) roof material shall be allowed.

Commissioner Stansell seconded and the motion carried unanimously (7-0).

H. ADJOURN

The meeting adjourned at 7:30 p.m.

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Gary Ponder –Chairperson