

MINUTES OF THE REGULAR MEETING  
PLANNING AND ZONING COMMISSION

August 14, 2017

REGULAR MEETING 7:03 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:

Cary Page  
Bill McCrea  
Amanda Bigbee  
Robert Apke - Alternate  
Ralph Osgood - Alternate  
Leslie Sagar

Commissioners Vernon Stansell and Dave Reid were absent. Staff present included, Michele Berry, Senior Planner, Daniel Turner, Planner I; David Hawkins, Planning Manager, Chad Bartee, City Engineer; and Tommy Simmons, 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 July 24, 2017.

Commissioner Page made a motion to approve the Consent Agenda. Commissioner Bigbee seconded and the motion carried (6-0) with Commissioner Apke abstaining.

E. OLD BUSINESS

1. None

F. NEW BUSINESS

1. PUBLIC HEARING: Consider approval of a final plat for Lots 1-3, Block A, Vendado Ridge Addition, being a replat of Lot 2B, Block 1, Henson Place Addition, being 3.425-acres, located west side of Keller-Smithfield Road, approximately 1,375 feet north of the Johnson Road and Keller-Smithfield intersection, and zoned SF-36 (Single Family Residential – 36,000 square foot lot size minimum). Milclif, LLC, owner. Paul Schambachee, applicant. David Lewis, Spry Surveyors, surveyor. Jason Trafton, Ion Design Group LLC, engineer. (P-17-0024)

The request was withdrawn so no presentation was made.

Chairperson Ponder opened the public hearing.

Will Starck, 760 Keller Smithfield, Keller, TX 76248, spoke regarding outdated parcel and ownership data.

Joan Boyle, 1262 Oakhill Road, Keller, TX 76248 spoke regarding drainage and fencing concerns.

Commissioner Page made a motion to close the public hearing. Commissioner Sagar seconded and the motion carried unanimously (7-0).

Additional discussion was held to clarify a new public hearing would be called if the case were resubmitted.

No action was taken.

2. Consider a recommendation for a variance to the City of Keller Unified Development Code, Article 8, Zoning Districts, Development Standards, Tree Preservation, Section 8.08 Landscape Requirements, for Keller ISD New Career and Technology Center, located on approximately 50.60 acres of land bounded on the north by North Tarrant Parkway, bounded on the east by Willis Lane, bounded on the south by Bursey Road and bounded on the west by Whitley Road, at 305 North Tarrant Parkway, being Lot 1, Block A of the K.I.S.D. Bursey Road Addition, and zoned PD-SF-8.4 (Planned Development-Single Family Residential-8,400 square foot lots). Keller Independent School District, property owner. Sangeetha Karthik, Corgan & Associates., architect/applicant. (UDC-17-0015)

Commissioner Bigbee recused herself from Item F-2.

Michele Berry, Senior Planner, gave staff's presentation and recommendation. Sangeetha Karthik, architect, and Billy Kidd, KISD representative, were present for questions.

Additional discussion was held regarding the variance request being to omit the 13 trees or replant them elsewhere on site, existing shrubs planted in the area, options for additional plantings, purpose of street buffer landscaping being for beautification, and potential understory tree species.

Commissioner Page made a motion to approve the variance request to replant the thirteen (13) trees elsewhere on site with the following conditions:

1. The existing Dwarf Abelias remain in the buffer.
2. Evenly spaced understory trees are planted along the landscape buffer.

Commissioner Sagar seconded and the motion carried (6-0).

3. Consider a recommendation for a variance to the Unified Development Code, Section 8.11, Fencing Requirements in Residential Zoning Districts to allow a four and a half-foot (4.5') cedar cross back fence to be allowed in the front yard, located on 0.459-acres of land, on the south side of Ravenwood Drive, approximately one hundred fifteen feet (115') from the Ravenwood Drive intersection, being Lot 11, Block B, Ravenwood Addition, and zoned SF-20 (Single Family Residential – 20,000 square-foot lot size minimum). Roark and Jill Waddell, owners/applicants. (UDC-17-0014)

Daniel Turner, Planner I, gave staff's presentation and recommendation. Roark and Jill Waddell, owners/applicants, were present for questions.

Additional discussion was held on the permitting process.

Commissioner Page made a motion to approve Item F-3 as presented with the following condition:

1. The variance request for a four and a half foot (4.5') cedar cross back fence to be located within the front yard, in front of the house, up to the thirty-foot (30') front yard building setback in lieu of a maximum fence height of thirty-six inches (36") shall be allowed.

Commissioner Apke seconded and the motion passed unanimously (7-0).

4. [PUBLIC HEARING: Consider a recommendation of Planned Development Zoning Change from SF-36 \(Single Family-36,000 square-foot minimum\) to PD-SF-36 \(Planned Development–Single Family–36,000 square foot minimum\) for a proposed two \(2\) lot subdivision, located on an approximately 1.99-acre tract of land, being Lot 16R, Keller Heights North Addition, located on the east side of Bourland Road, approximately 110 feet south of La Vena Street, at 1117 Bourland Road. Ron Holifield, owner. Karen Mitchell, Karen Mitchell Planning Group, applicant. Texas Surveying, Inc., surveyor. \(Z-17-0011\)](#)

Michele Berry, Senior Planner, gave staff's presentation and recommendation. Karen Mitchell, applicant, gave a brief presentation and was present for questions.

Chairperson Ponder opened the public hearing.

No public comments were received.

Commissioner Sagar made a motion to close the public hearing for Item F-4. Commissioner Page seconded and the motion carried unanimously (7-0).

Additional discussion was held regarding the location of the existing septic system and tree preservation.

Commissioner Sagar made a motion to approve Item F-4 as presented with the following conditions:

1. The variance to allow a lot depth less than two-hundred feet (200') but not less than one-hundred fifty-five feet (155') only for the lot facing Bourland Road shall be allowed.
2. The variance to allow a side yard setback of ten feet (10') only for the existing 1,100 square foot accessory structure on the lot facing LaVena Street shall be allowed.
3. The variance to allow a minimum floor area of less than 2,400 square feet for the existing 1,735 square foot home on the lot facing Bourland Road shall be allowed.
4. The variance to allow only the existing 1,100 square foot accessory structure to remain in its current location which will be in front of the main structure shall be allowed.
5. The variance to allow a detached garage door facing a public street in front of the main home provided the door does not exceed twelve feet (12') in width, only for the existing 1,100 square foot accessory structure to facing LaVena Street shall be allowed.

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

The meeting adjourned at 7:50 p.m.

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Gary Ponder – Chairperson