

SPECIFIC USE PERMIT (SUP) APPLICATION

SECTION 1. APPLICANT/OWNER INFORMATION

Please Print or Type

Applicant/Developer: Kiley Rahe and Ronnie Rahe

Street Address: 108 E Hill St

City: Keller State: TX Zip: 76248

Telephone: 817-614-8225 Fax: 866-761-0282 E-mail: ronnie@northtexashealthins.com

Applicant's Status: (Check One) Owner ☒ Tenant ☐ Prospective Buyer ☐

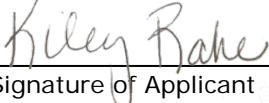
Property Owner must sign the application or submit a notarized letter of authorization.

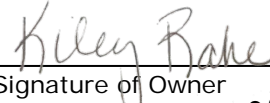
Owner: Rahe Realty LLC

Street Address: 5737 Redgum Dr

City: Fort Worth State: TX Zip: 76244

Telephone: 817-614-8225 Fax: 866-761-0282 E-mail: ronnie@northtexashealthins.com


Signature of Applicant
Date: 9/29/2020

 Kiley Rahe
Signature of Owner Printed Name of Owner
Date: 9/29/2020

SECTION 2. PERMIT REQUEST INFORMATION

Property Location: 108 E Hill St

Legal Description:

Lot(s): 16 Block(s): 10 Subdivision Name: Keller, City Addition

Unplatted Property Description:

Abstract Name & Number: _____ Tract Number(s): _____
If property is not platted, please attach a metes and bounds description.

Current Zoning: _____ Proposed Zoning: _____

Current Use of Property: Steel Door Manufacturer

Proposed Use of Property: Insurance Brokerage

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SECTION 3. CHECKLIST

(Please provide each of the items below & initial next to each item)

<input type="checkbox"/>	The application fee
<input type="checkbox"/>	Seven (7) 22" x 34" or 24" x 36" copies are needed, collated and folded to 9" x 12" paper size; electronic copy is recommended upon submittal date.
<input type="checkbox"/>	<p>A written proposal outlining all special conditions and additional requirements for the property controlled by the SUP, including but not limited to:</p> <ul style="list-style-type: none"> • the paving of streets, alleys and sidewalks, • means of ingress and egress to public streets, • provisions for drainage, • adequate off-street parking, • screening and open space, • heights of structures, • compatibility of buildings, • hours of operation, and • time limits. • A letter justifying the request and addressing the decision criteria on with the Planning and Zoning Commission and City Council will base their decision. <ol style="list-style-type: none"> 1) The use is harmonious and compatible with surrounding existing uses or proposed uses; 2) The activities requested by the applicant are normally associated with the permitted uses in the base district; 3) The nature of the use is reasonable and appropriate in the immediate area; 4) Any negative impact on the surrounding area has been mitigated; and 5) That any additional conditions specified ensure that the intent of the district purposes are being upheld.
<input type="checkbox"/>	A legal description or meets and bounds description of the property.
<input type="checkbox"/>	<p>Concept Plan. The plan shall be to scale and show the following:</p> <ul style="list-style-type: none"> • topography, • and boundary of SUP area; • physical features of the site; • existing streets, alleys and easements; • location of future public facilities; • parking ratios, the final Detailed Site Plan; • building height and location, elevations; • site landscaping; • off-street parking facilities; • size, height, construction materials, and locations of buildings and the uses to be permitted; • location and instruction of signs; • means of ingress and egress to public streets; • the type of visual screening such as walls, plantings and fences; • the relationship of the intended use to all existing properties and land uses in all directions to a minimum distance of two hundred feet (200') and; • other information to adequately describe the proposed development and to provide data for approval.
<input type="checkbox"/>	Evidence of communicating the proposal with the adjacent neighborhood
<input type="checkbox"/>	Trip Generation Form and, if required per Section 5.03, Traffic Impact Analysis
<input type="checkbox"/>	Additional information or drawings, operations data, or expert evaluation when considering the application, including traffic studies and drainage studies as required by the Development Review Committee.

To the City of Keller,

My husband and I are small business owners who also live in Keller with our 2 young children. We have leased space in the Keller Main Street Depot for the past two years, and were fortunate enough to recently purchase an office building in Old Town Keller at 108 E Hill Street to make one of our business dreams become a reality!

We run an insurance brokerage with about 15 licensed agents. Having a bigger, open office atmosphere is what our small business needs to thrive. It also gives us plenty of space to offer job opportunities to more residents in the area. Our agents have loved being able to walk to so many local restaurants, hair salons, and shops over the past 2 years...and have become regulars at several places. We didn't want to get away from those shops if we had to move to accommodate our growth, so this location was perfect!

We don't see many clients at the office, so it is mainly our full-time agents in the office building.

Our office hours are M-F 8 am to 6 pm.

If you have any other questions, don't hesitate to reach out,

Kiley and Ronnie Rahe