

SPECIFIC USE PERMIT (SUP) APPLICATION

SECTION 1. APPLICANT/OWNER INFORMATION

Please Print or Type

Applicant/Developer: DALE WILLIAMSON
Street Address: 1404 H. JACKSON RD.
City: KELLER State: TX Zip: 76262
Telephone: 817-657-4776 Fax: 940-419-1911 E-mail: DWILLIAMSON50@GMAIL.COM
Applicant's Status: (Check One) Owner ☒ Tenant ☐ Prospective Buyer ☐

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

Owner: DALE WILLIAMSON
Street Address: 1404 H. JACKSON RD.
City: KELLER State: TX Zip: 76262
Telephone: 817-657-4776 Fax: 940-419-1911 E-mail: DWILLIAMSON50@GMAIL.COM

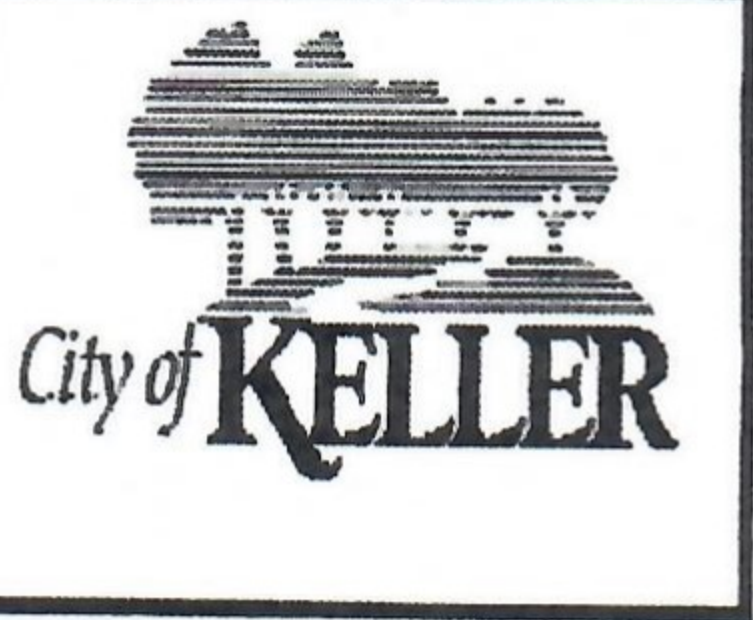
Signature of Applicant
Date: _____

Signature of Owner
Date: _____

Printed Name of Owner
DALE WILLIAMSON

SECTION 2. PERMIT REQUEST INFORMATION

Property Location: 1404 H. JACKSON RD.
Legal Description:
Lot(s): 121 Block(s): A Subdivision Name: JACKSON RD ADDITION
Unplatted Property Description:
Abstract Name & Number: _____ Tract Number(s): _____
If property is not platted, please attach a metes and bounds description.
Current Zoning: RESIDENTIAL Proposed Zoning: RESIDENTIAL
Current Use of Property: RESIDENTIAL
Proposed Use of Property: RESIDENTIAL



Completeness Review

**** This checklist must be submitted with the application****

Applicant: DALE WILLIAMSON

Property Owner(s): DALE WILLIAMSON

Type of Plan (Plat, Zoning Change, Site Plan, etc.): SUP, SITE, GRADING, BUILDING

OFFICE USE ONLY BELOW

Date Processed: _____

Shot Clock Due Date: _____

***Completeness check will take up to 2 business days, if approved the thirty-day (30) shot clock will start upon payment**

**** If the thirty-day (30) shot clock runs out, we will be forced to send a denial letter which means the process restarts (new application).**

REQUIREMENTS FOR ALL PLATS

- ☐ Survey of the whole tract of land business/structure
- ☐ Existing Conditions attachment sheet
- ☐ Tree Survey (as applicable)
- ☐ Drainage study
- ☐ Electronic Copy of all the above

SPECIFIC USE PERMIT REQUIREMENTS

- ☐ Narrative letter explaining request
- ☐ Colored Elevations with materials percentages
- ☐ Signs of communicating with the neighborhood
- ☐ Electronic Copy of all the above

SITE PLAN (AMENDMENT) REQUIREMENTS

- ☐ Site Plan
- ☐ Aerial Site Plan
- ☐ Photometric Plan
- ☐ Utility Plan
- ☐ Landscape Plan
- ☐ Grading Plan as applicable
- ☐ Tree preservation plan
- ☐ Elevations
- ☐ Electronic Copy of all the above

ZONING CHANGE REQUIREMENTS

- ☐ Concept plan
- ☐ Narrative Statement
- ☐ Metes and bounds to be rezoned
- ☐ Existing conditions sheet
- ☐ Aerial exhibit of the property
- ☐ Trip Generation form or TIA as applicable
- ☐ Electronic Copy of all the above

SPECIFIC USE PERMIT (SUP) APPLICATION

SECTION 3. CHECKLIST

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

☐

The application fee

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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.

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A written proposal outlining all special conditions and additional requirements for the property controlled by the SUP, including but not limited to:

- 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.
 - 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.

☐

A legal description or meets and bounds description of the property.

☐

Concept Plan. The plan shall be to scale and show the following:

- 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.

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Evidence of communicating the proposal with the adjacent neighborhood

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Trip Generation Form and, if required per Section 5.03, Traffic Impact Analysis

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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.

July 5th, 2021

To: Members of the Keller City Council

From: Dale and Valerie Williamson
1404 Jackson Road, Keller, Texas 76262

Ladies and Gentlemen,

In accordance with Section 3. "Checklist" of the Specific Use Permit (SUP) Application we offer the following:

Proposal

Construct a 30' x 40' x 14'-5" tall metal building with a reinforced concrete slab on grade foundation to be utilized as a personal use (only) shop for hobbies and storage as needed. The structure is to include a 3' wainscot that wraps around the entire perimeter, 10' x 40' cantilevered brick paver porch area, 12' x 12' garage style door and two personnel entry doors. It is to be situated on the southwest corner of the property (refer to the attached site/grading plan) as to provide adequate purpose without adversely affecting the overall aesthetics of the surrounding neighborhood. Several other neighborhood homes have similarly constructed structures (see attached photo). There are no known special conditions or additional requirements for the construction of this building on the property.

Legal Description of Property

1404 Jackson Road, Keller, Tarrant County, Texas 76262
Lot 1R1, Block A, Jackson Road Addition

Concept Plan

Refer to the attached engineered stamped site/grading plan for boundaries, site features, existing streets, elevations, landscaping, ingress and egress, easements, topography, etc... An engineered stamped set of building plans are also attached for building height, construction materials, etc...

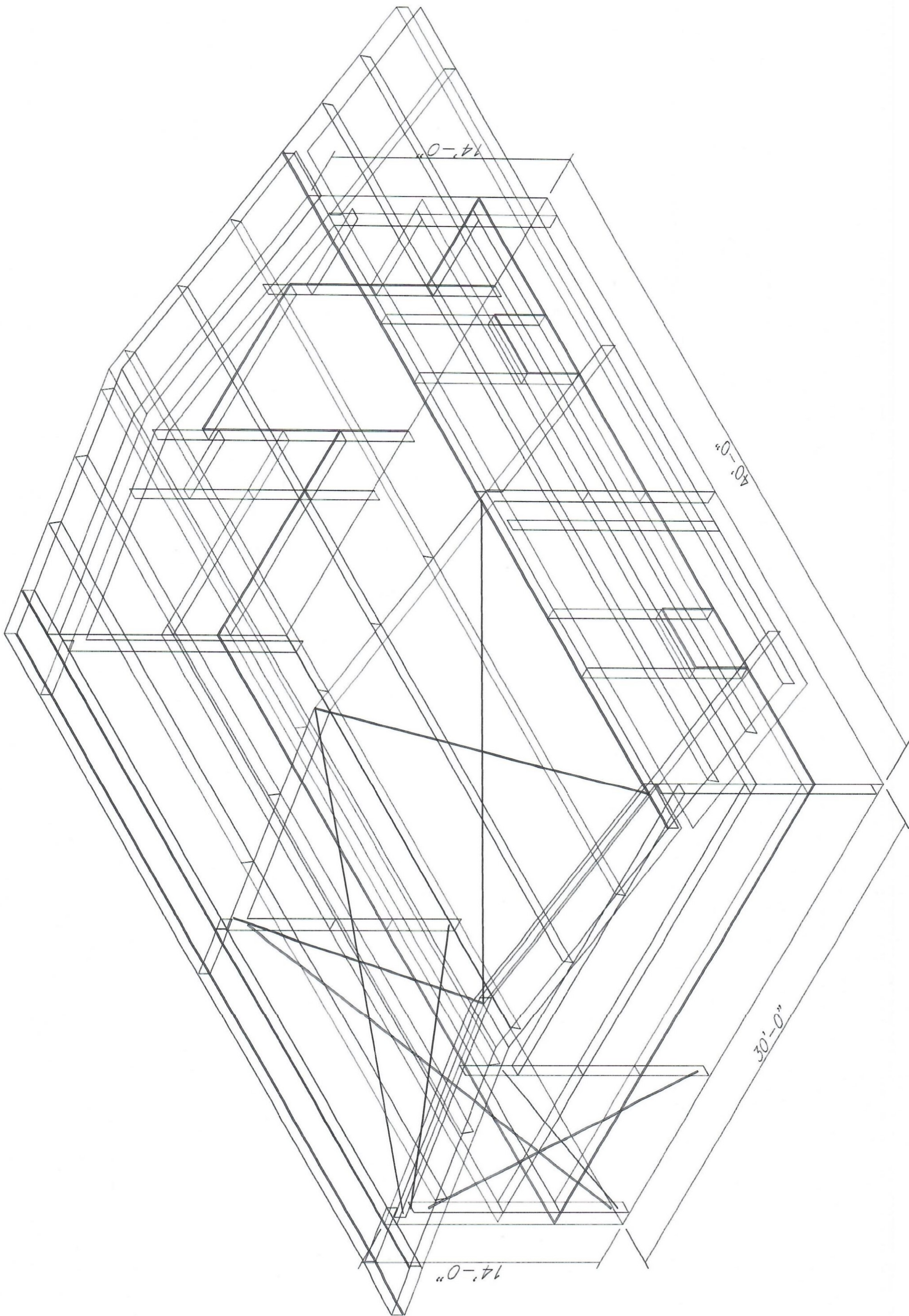
Adjacent Neighbor Communications

All neighbors in this home addition have been directly contacted to ensure there are no objections to the construction of the structure. None have responded in the negative. Attached are a few e-mails that attest the same.

We would like to thank you in advance for your assistance and respectfully ask that you grant our request to construct our proposed shop.

Sincerely,

Dale and Valerie Williamson



Ward Cannon

1

From: Valerie Williamson <valeriew50@gmail.com>
Sent: Wednesday, June 2, 2021 9:25 PM
To: Ward Cannon
Subject: Fwd: Williamson Shop

Sent from my iPhone

Begin forwarded message:

From: PAUL POTWIN <gppotwin@aol.com>
Date: June 2, 2021 at 11:23:26 AM CDT
To: Valerie Williamson <valeriew50@gmail.com>
Subject: Re: Williamson Shop

Hi Valerie:

Thanks for the update. No concerns here on your shop. I hope the city is reasonable with your plan. Good luck on your project.

G . P. Potwin
gppotwin@aol.com

On May 15, 2021, at 9:04 AM, Valerie Williamson <valeriew50@gmail.com> wrote:

Hey neighbors!

I hope that everyone has been enjoying the cooler weather this Spring!

As you have probably noticed Dale and I are beginning to construct a shop in our backyard. We have also talked to several of you regarding the construction already. It will be 30' x 40' enclosed with a 10 ft porch on the eastern side of the building. The overall color will be colony green with a brick or stone wainscoting. The shop will be for personal use and not for any commercial use.

Per City of Keller we need to submit a Specific Use Permit which includes a communication to our neighbors of our intentions for our property.

Please let me know if you have any questions or concerns.

It is a pleasure to live on Jackson Rd. Dale and I both feel very fortunate to have found such an incredible neighborhood!



Ward Cannon

2

From: Valerie Williamson <valeriew50@gmail.com>
Sent: Wednesday, June 2, 2021 6:37 AM
To: Ward Cannon
Subject: Fwd: Williamson Shop

Sent from my iPhone

Begin forwarded message:

From: Valerie Williamson <valeriew50@gmail.com>
Date: June 1, 2021 at 9:30:03 PM CDT
To: ward@scci1992.com
Subject: Fwd: Williamson Shop

Valerie Williamson
817-657-4725
valeriew50@gmail.com

----- Forwarded message -----

From: melodyttx <melodyttx@aol.com>
Date: Sat, May 15, 2021 at 12:42 PM
Subject: Re: Williamson Shop
To: Valerie Williamson <valeriew50@gmail.com>

Sounds wonderful Valerie....

Sent from my iPhone

On May 15, 2021, at 9:04 AM, Valerie Williamson <valeriew50@gmail.com> wrote:

Hey neighbors!
I hope that everyone has been enjoying the cooler weather this Spring!

As you have probably noticed Dale and I are beginning to construct a shop in our backyard. We have also talked to several of you regarding the construction already. It will be 30' x 40' enclosed with a 10 ft porch on the eastern side of the

MEKABONG PROPERTY



Ward Cannon

3

From: Valerie Williamson <valeriew50@gmail.com>
Sent: Tuesday, June 15, 2021 9:20 AM
To: Ward Cannon
Subject: Fwd: Shop

Valerie Williamson
817-657-4725
valeriew50@gmail.com

----- Forwarded message -----

From: Bruce Long <bruce.long@entechsales.com>
Date: Wed, Jun 2, 2021 at 10:16 AM
Subject: Re: Shop
To: Valerie Williamson <valeriew50@gmail.com>

Thanks that works

On Wed, Jun 2, 2021, 10:15 AM Valerie Williamson <valeriew50@gmail.com> wrote:

Bruce,

Dale did not want the door facing the street for security reasons. We will have an overhead door facing the driveway. And another door coming out to the porch. We now have reduced the slab(no porch) area to not encroach upon the septic. So the porch will be after-the-fact pavestone or something like that. Also we did not want a west facing porch for heat and sun factor, and to be able to see the porch from the house. Rhino is now scheduled out to December for delivery. Everything is taking forever to get done! Best wishes for a speedy recovery for Beth!

Valerie Williamson
817-657-4725
valeriew50@gmail.com

On Wed, Jun 2, 2021 at 9:41 AM Bruce Long <bruce.long@entechsales.com> wrote:
Hey Val. Bruce here. I think Beth mentioned she was having some surgery today so I am babysitting. Congrats on the shop. Everyone needs a shop!

So is there a reason the porch faces us rather than road to West? Maybe having an overhead door on West side? Just curious. I do love this neighborhood too! We will be in and out today. See ya later