
128 Taylor Street, Old Town Keller Zoning

Alexis Russell <arussell@cityofkeller.com>

Tue, Sep 10, 2024 at 10:20 AM

To: Anna Oakley <agentannaokley@gmail.com>, Community Development <communitydevelopment@cityofkeller.com>

Hello Anna,

128 Taylor is located in the Old Town Keller zoning district, specifically the Neighborhood Subdistrict of OTK .

Section 8.19 of the Keller UDC has regulations regarding this zoning district:

https://library.municode.com/tx/keller/codes/code_of_ordinances?nodeId=PTIIIUNDECO_ARTEIGHTZODI_S8.19OTLDTOKE

OTK is unique in that it is a district where (previous) residential properties are being redeveloped into commercial lots. In this way, the new owner would not have to rezone the property in order to have a commercial use there.

However, since the property has never operated commercially, a Site Plan would be required to be approved before any construction (remodel) could occur.

2. *Site Plan Required.* All developments within the OTK District shall be subject to design review as part of the site plan review process. A detailed site plan as outlined in this Code shall be submitted for each use in OTK. Unless specifically noted within this section, all requirements of this Code apply to the OTK District. Design review is required in this district to ensure that development within the district is in conformance with design guidelines for OTK and that proposed development is architecturally compatible and within the historic character of OTK. Site plan approval shall be required for the following:
- All new developments/buildings.
 - A change of use in an existing structure.
 - Additions to existing non-residential buildings or additions to residential buildings costing twenty-five percent (25%) or more of appraised value as determined by the Tarrant Appraisal District.
 - Remodeling of existing non-residential buildings costing twenty-five percent (25%) or more of appraised value as determined by the Tarrant Appraisal District.

I've included a checklist of documents needed for a Site Plan application. We no longer take paper submissions; all permits and plans are conducted through our customer portal at www.cityofkeller.com/css

The development standards for the Neighborhood Subdistrict of OTK can also be found in the link above. Section 8.19 (7) will have information on required landscaping, etc.

Regarding the use of the property, OTK has a list of allowed uses in the [zoning information](#).

Uses that are labeled with a *P* are uses that are permitted by right, which means that the new owner would just need a Certificate of Occupancy to operate. Uses in that table with an *SUP* may only be approved through a Specific Use Permit. An SUP is an additional layer of zoning that is basically City Council allowing a certain use on a property. The new owner would still have to get a Certificate of Occupancy once the SUP was approved. The SUP approval process takes approximately 8-10 weeks and there is an application fee (\$500 for a commercial use) for review.

"Common" requested SUP uses in OTK include a bank, spa, sale of used goods, event venue, or office space (when exceeding 1,200 SF), to name a few. If you are unsure if the use would require an SUP, please reach out to our office and we would be happy to verify. If an SUP is required for a site, we typically recommend that the property owner received that approval prior to their Site Plan submittal.

That's a fairly broad overview of what the development process looks like in OTK. Once we had an idea of what the new owner is proposing, we could go into more details regarding their specific process.

Let me know if you have any further questions,

Alexis Russell | Planner I

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City of Keller, Texas

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From: Anna Oakley <agentannaokley@gmail.com>
Sent: Thursday, September 5, 2024 11:59 AM
To: Community Development <communitydevelopment@cityofkeller.com>
Cc: Alexis Russell <arussell@cityofkeller.com>
Subject: 128 Taylor Street, Old Town Keller Zoning