



**AGENDA
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, October 10, 2024
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – John Cosgrove
Place 3 – Ron May
Place 4 – Deirdre Moss**

**Place 5 – James Oliver, Vice Chair
Place 6 – Laura Lantrip, Chair
Place 7 – Scott Calame
Staff Liaison – Robin Griffin**

The meeting will also be live-streamed at the following link: <https://www.leandertx.gov/video>.

REGULAR MEETING

1. Call to Order.
2. Roll Call.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the October 3, 2024 meeting.
4. Review of meeting protocol.
5. Public comments on items not listed in the agenda.

Public comments on items listed in the agenda will be heard at the time each item is discussed.

[All comments are limited to no more than 3 minutes (6 minutes if translation is needed) per individual.]

CONSENT AGENDA: ACTION

6. Approval of the minutes for meeting held on September 26, 2024.

PUBLIC HEARING: ACTION

7. Conduct a Public Hearing and consider action regarding Comprehensive Plan Case CPA-24-0014 to amend the Comprehensive Plan land use category from Leander Central to Activity Center on eight (8) parcels of land approximately 16.0602 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R517094, R031604, R646992, R646986, R646987, R646988, R646989, and R646990; and more commonly known as southwest of the intersection of East San Gabriel Parkway and 183A Toll Road, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Comprehensive Plan Case CPA-24-0014 as described above.

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

8. Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0120 to amend the 675 Kauffman Loop Planned Unit Development to allow for overhead commercial doors on two (2) parcels of land approximately 24.91 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R328207 and R555049; and more commonly known as 675 Kauffman Loop, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0120 as described above.

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

9. Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0134 to amend the current zoning of SFU/MH-2-B (Single-Family Urban/Manufactured Home) to adopt the Hill Country Community Ministries – Lacy Drive PUD (Planned Unit Development) with the base zoning district of LC-3-A (Local Commercial) on three (3) parcels of land approximately 1.31 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R036399, R036398, and R036397; and more commonly addressed as 1005 Lacy Drive, 1007 Lacy Drive, and 1009 Lacy Drive, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0137 as described above.

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

10. Conduct a Public Hearing regarding Zoning Case Z-24-0142 to amend the current zoning of SFS-2-B (Single-Family Suburban) to GC-3-C (General Commercial) on one (1) parcel of land approximately 5.094 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R432899; and generally located at the southeast corner of the intersection of Hero Way West and N. Lakeline Boulevard, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0142 as described above.

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

REGULAR AGENDA

11. Adjournment

CERTIFICATION

The City of Leander is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call the City Secretary at (512) 528-2743 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may call (512) 528-2800. I certify that the above agenda for this meeting of the Planning and Zoning Commission of the City of Leander, Texas, was posted on the bulletin board at City Hall in Leander, Texas, on the 4th day of October 2024 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

A handwritten signature in black ink, reading "Veronica Tovar". The signature is written in a cursive style with a large, looping "V" and a long, sweeping "T".

Veronica Tovar, Secretary



EXECUTIVE SUMMARY
10/10/2024

AGENDA SUBJECT:

Approval of the minutes for meeting held on September 26, 2024.

BACKGROUND:

Approval of the minutes for meeting held on September 26, 2024.

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of minutes.

PRESENTER:

Attachments:

1. 9-26-2024 P & Z Minutes



**MINUTES
PLANNING & ZONING COMMISSION MEETING
CITY OF LEANDER, TEXAS**

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, September 26, 2024
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – John Cosgrove
Place 3 – Ron May
Place 4 – Deirdre Moss**

**Place 5 – James Oliver, Vice Chair
Place 6 – Laura Lantrip, Chair
Place 7 – Scott Calame
Staff Liaison – Robin Griffin**

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All Commissioners were present.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the September 19, 2024 meeting.
4. Review of meeting protocol.
5. Public comments on items not listed in the agenda.

Public comments on items listed in the agenda will be heard at the time each item is discussed.

[All comments are limited to no more than 3 minutes (6 minutes if translation is needed) per individual.]

No one wished to speak.

CONSENT AGENDA: ACTION

6. Approval of the minutes for meeting held on September 12, 2024
Motion: To approve Consent Agenda Item # 6

By: Board Member May
Seconded: Board Member Calame

Vote: 7 - 0 None

PUBLIC HEARING: ACTION

7. Conduct a Public Hearing and consider action regarding Comprehensive Plan Case CPA-24-0012 to amend the Transportation Master Plan as set forth in the Comprehensive Plan, Leander, Williamson and Travis Counties, Texas.

- Discuss and consider action regarding Comprehensive Plan Case CPA-24-0012 as described above.

No one wished to speak.

Motion: To approve CPA-24-0012

By: Board Member Calame

Seconded: Board Member Oliver

Vote: 7 - 0 None

8. Conduct a Public Hearing and consider action regarding Comprehensive Plan Case CPA-24-0013 to update the Wastewater Master Plan; Leander, Williamson and Travis Counties, Texas.

- Discuss and consider action regarding Comprehensive Plan Case CPA-24-0013 as described above.

No one wished to speak

Motion: to approve CPA-24-0013

By: Board Member Calame

Seconded: Board Member Oliver

Vote: 7 - 0 None

REGULAR AGENDA

9. Adjournment Adjournment at 6:45 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
10/10/2024

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Comprehensive Plan Case CPA-24-0014 to amend the Comprehensive Plan land use category from Leander Central to Activity Center on eight (8) parcels of land approximately 16.0602 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R517094, R031604, R646992, R646986, R646987, R646988, R646989, and R646990; and more commonly known as southwest of the intersection of East San Gabriel Parkway and 183A Toll Road, Leander, Williamson County, Texas.

- Discuss and consider action regarding Comprehensive Plan Case CPA-24-0014 as described above.

BACKGROUND:

This request is the first step in the Comprehensive Plan Amendment process. This amendment is associated with the Northline Retail PUD (Z-24-0127) that was reviewed by the Planning & Zoning Commission on September 12, 2024.

HISTORY/TIMELINE:

06/21/2018 – Approval of Northline PUD and Concept Plan.
11/20/2019 – Administrative approval of Northline Minor PUD Amendment
04/01/2021 – 2020 Comprehensive Plan Adoption

APPLICANT/AGENT:

Northline Leander Development Company, LP. (Alexander H. Tynberg).

RECOMMENDATION:

Staff is responsible for implementing the Comprehensive Plan and Future Land Use Map. This map was adopted in 2021. Amendments to the future land use category are a change to the future growth pattern for the city. In this situation, the Council has adopted an ordinance to allow for properties to be removed from the TOD. This ordinance would support changing the future land use category to support conventional zoning districts that would normally be associated with an Activity Center.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. CPA-24-0014 Att 1 Planning Analysis - Northline Retail PUD

2. CPA-24-0014 Att 2 FLU Map - Northline Retail PUD
3. CPA-24-0014 Att 3 Proposed FLU Map - Northline Retail PUD
4. CPA-24-0014 Att 4 Public Notification - Northline Retail PUD
5. CPA-24-0014 Att 5 Aerial Map - Northline Retail PUD
6. CPA-24-0014 Att 6 Letter of Intent - Northline Retail PUD



PLANNING ANALYSIS

COMPREHENSIVE PLAN AMENDMENT CASE CPA-24-0014 NORTHLINE RETAIL

GENERAL INFORMATION

Owner/Agent:	Endeavor Real Estate Group (R. Charles Northington) on behalf of Northline Leander Development Company, LP. (Alexander H. Tynberg).
Current Zoning:	Leander Central
Proposed Zoning:	Activity Center
Size and Location:	The property is located southwest of the intersection of East San Gabriel Parkway and 183A Toll Road, including approximately 16.06 acres.
Staff Contact:	Karina Castillo, AICP, Planning Manager

APPLICANT REQUEST

The applicant has submitted a request to change the designated future land use category of their property in order to adopt the Northline Retail PUD with a base zoning district of General Commercial.

SPECIAL CONSIDERATIONS

The zoning case Z-24-0127 to adopt the Northline Retail PUD requires a Comprehensive Plan Amendment be approved to allow the base zoning district of General Commercial.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.
- Continue efforts regarding the construction of projects within the Leander Central/Transit-Oriented Development District as a mixed-use urban environment.
- Pursue signature regional attractions, destinations, and events.

Applicable Future Land Use categories

LEANDER CENTRAL

- The Leander Central future development category encompasses the City's future urban center, in close proximity to Leander Station. This area is envisioned to be a very walkable area which encourages a "sense of place" and should represent the most dense, urban form Leander will have. This is a highly activated area with first floor storefronts, employment, dense residential, and entertainment.

Land uses are less distinguishable and less regulated in the urban environment, where the focus is more on form than function. Important characteristics in the central location are building relationship with the street and pedestrian movement, signage, street design, and public gathering places.

This area is envisioned to be developed with an urban character, meaning development requires on-street or structured parking and an emphasis on pedestrian walkability. Vehicular circulation occurs along a grid-based network of complete streets with short blocks and focus on safety and efficient distribution of vehicles, bikes and pedestrians.

ACTIVITY CENTER

- Activity Center areas are the major strategic commercial centers within the community. They are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development. These centers are regional in nature and serve a population beyond Leander, and are found on major highways and arterials. Managing access and traffic in these high-volume areas will require planning and coordination.

In a changing retail environment, Activity Centers are designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work. These mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

The Activity Center land use is intended to be implemented using a strategically planned framework, typically a PUD. When multiple landowners exist without a unified development scheme, proposed projects should plan for future integration to balance the activity center area as much as possible.

Desired Mix: 70-100% Non-Residential, 0-30% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:**DEVELOPMENT MEETING**

A development meeting was not held with Staff, but the applicant has been working closely with staff to coordinate the process of this project

NOTIFICATION

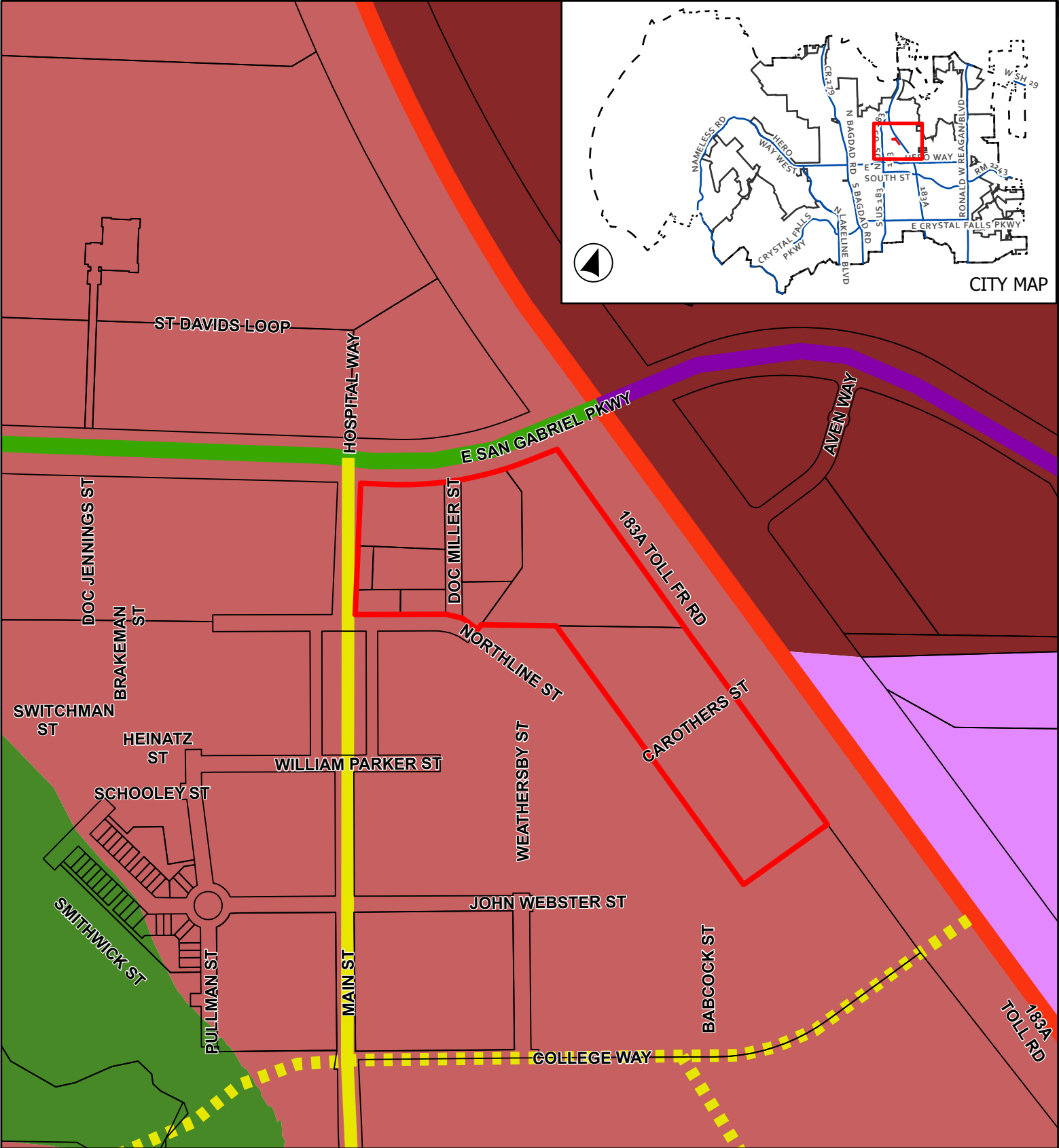
09/19/2024 - Public Notice on Hill Country News
 09/25/2024 - Mail Notification to Property Owners within 200'
 09/25/2024 - Public Hearing Signage Posted on Property
 10/10/2024 - Planning and Zoning Commission Public Hearing
 10/17/2024 - City Council Public Hearing & First Reading of the Ordinance
 11/07/2024 - City Council Second & Final Reading of the Ordinance

APPROVAL CRITERIA:

The Leander Central future land use category is intended to develop a walkable area with dense urban form with characteristics such as building relationship with the street and pedestrian movement, signage, street design, and public gathering places and requires on-street or structured parking and an emphasis on pedestrian walkability.

The Activity Centers are intended for diverse retail, employment and mixed-use destinations in regional development that will serve a population beyond Leander, and are found on major highways and arterials. Development within these centers should create community destinations with activities, amenities, shopping, restaurants and places to gather, live and work.

Staff is responsible for implementing the Comprehensive Plan and Future Land Use Map. This map was adopted in 2021. Amendments to the future land use category are a change to the future growth pattern for the city. In this situation, the Council has adopted an ordinance to allow for properties to be removed from the TOD. This ordinance would support changing the future land use category to support conventional zoning districts that would normally be associated with an Activity Center.



CASE: CPA-24-0014

ATTACHMENT 2

NORTHLINE RETAIL

Future Land Use Map



0 170 340

Feet

- Leander City Limits
- ETJ Boundary
- Subject Boundary

Future Land Use

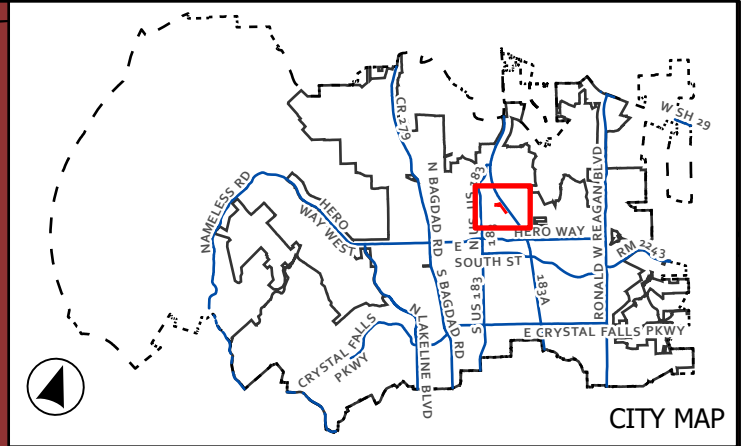
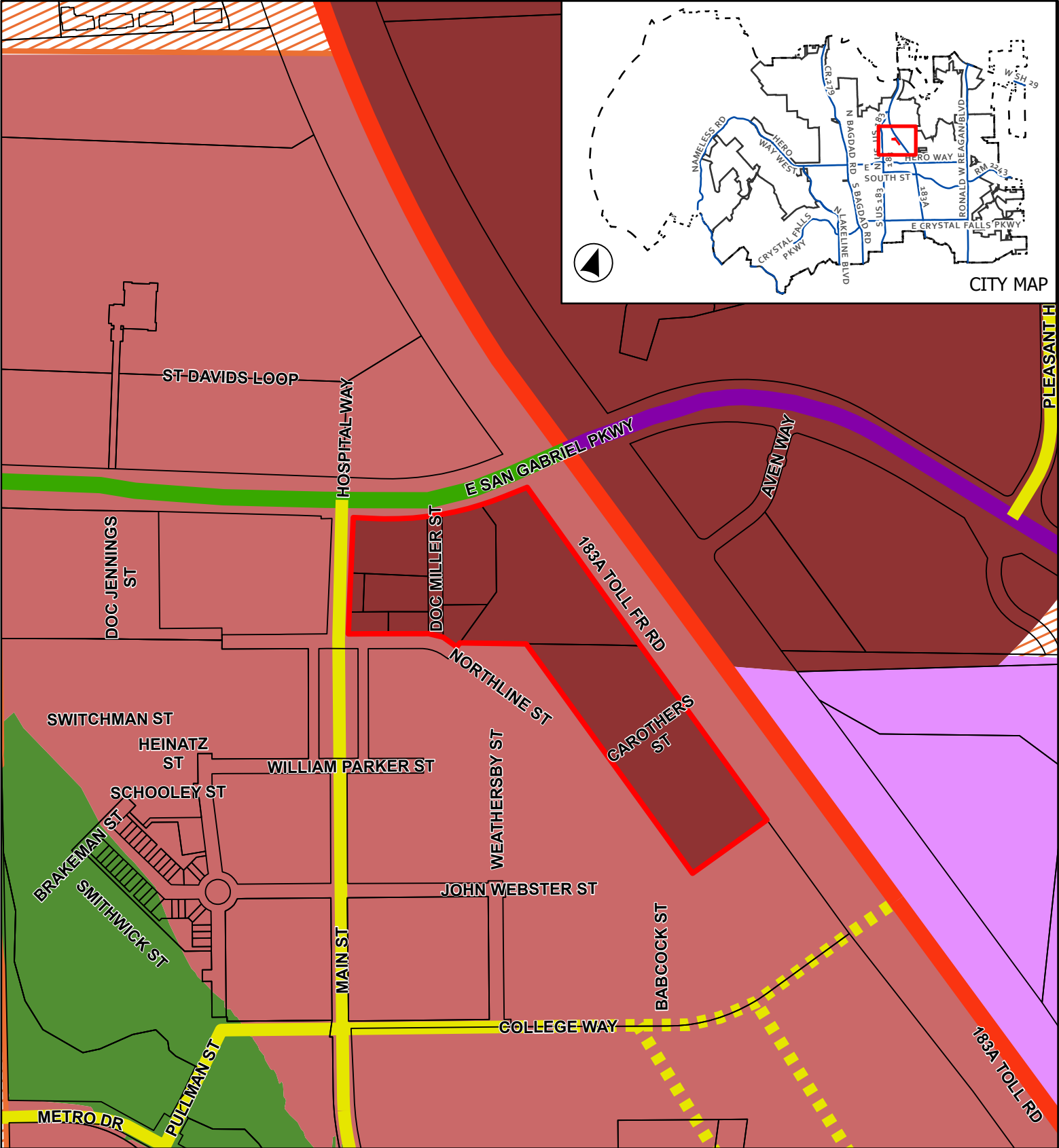
- Activity Center

Thoroughfare Plan

- Employment Center
- Leander Central
- Greenway
- Access Controlled, Existing

- Arterial 6 Lane, Existing
- Arterial 4 Lane, Existing
- Collector, Existing
- Collector, Proposed

This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the accuracy, availability, completeness, use or misuse of the information herein provided.



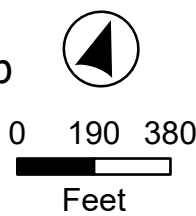
CASE: CPA-24-0014

ATTACHMENT 3

NORTHLINE RETAIL

Proposed Future Land Use Map

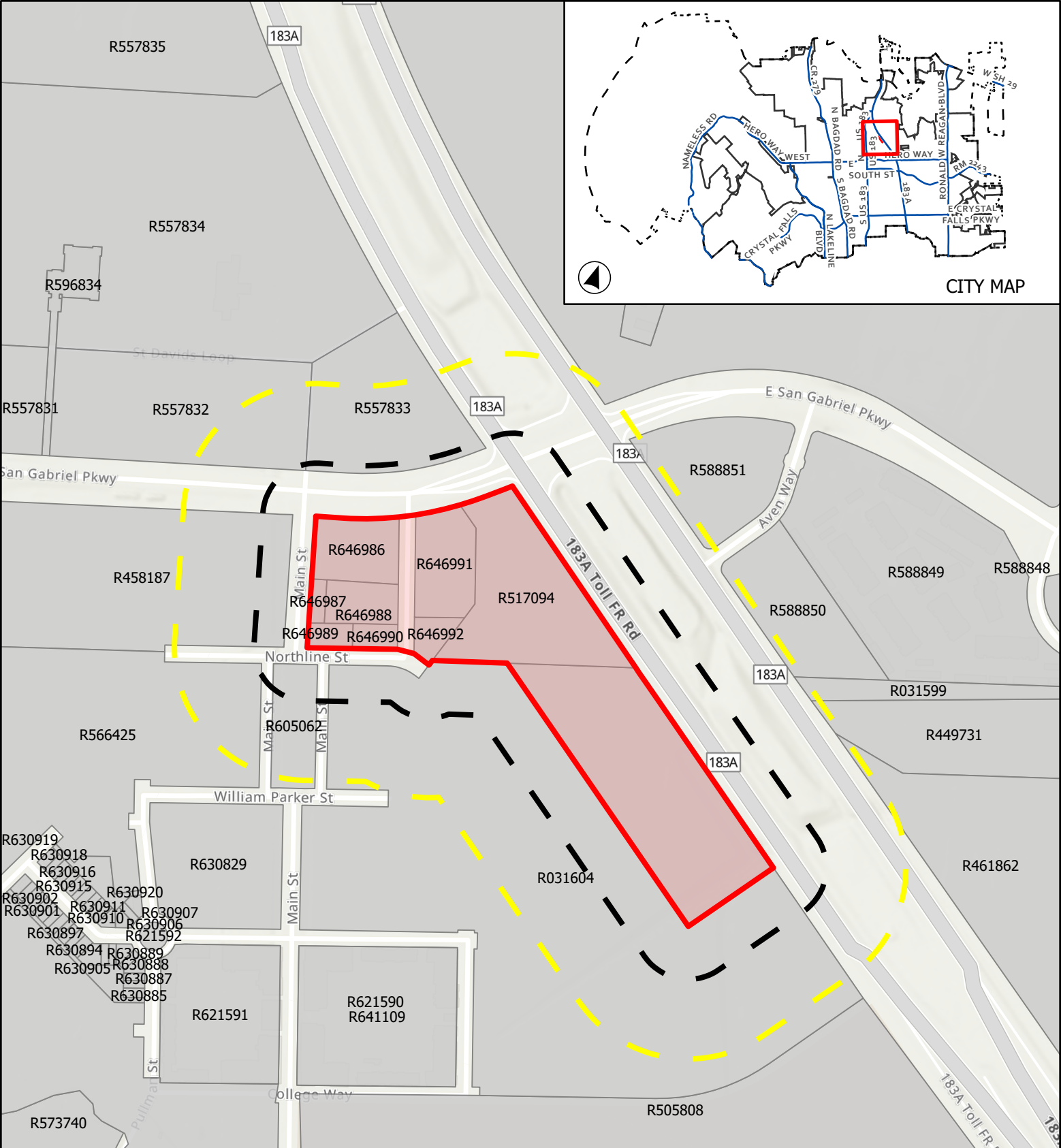
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- Leander City Limits
- ETJ Boundary
- Subject Boundary
- Future Land Use
- Activity Center
- Employment Center

- Greenway
- Leander Central
- Multi-Use Corridor
- Multi-Use Corridor - Priority Corridor
- Access Controlled, Existing
- Arterial 6 Lane, Existing
- Arterial 4 Lane, Existing
- Collector, Existing
- Collector, Proposed

Thoroughfare Plan



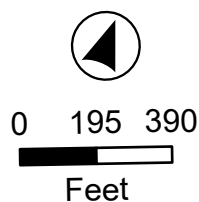
CASE: CPA-24-0014

ATTATCHMENT 4

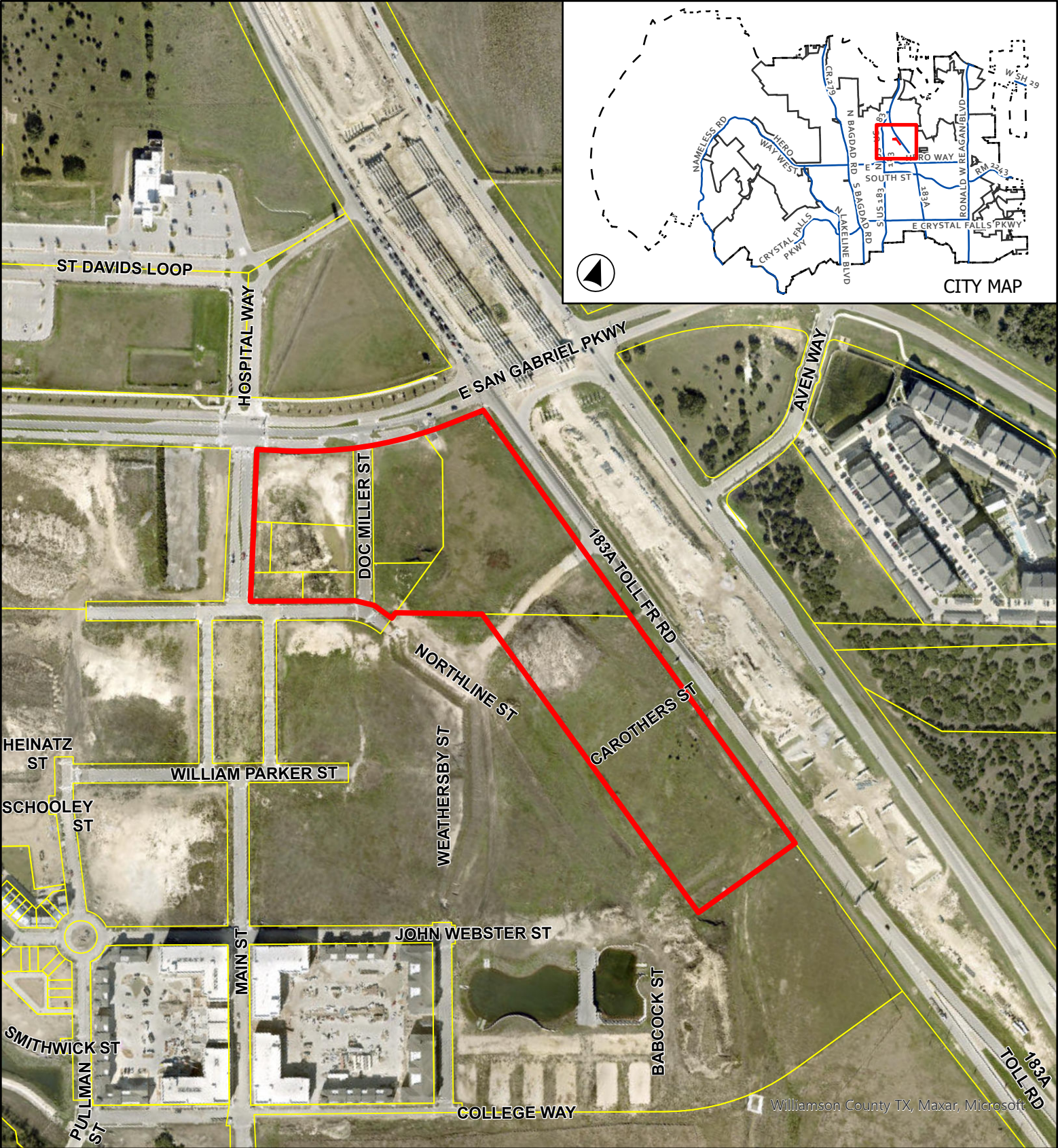
NORTHLINE RETAIL

Public Notification

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-  City Limits
 ETJ Boundary
 Subject Boundary
Notification Buffer
 200'
 500'



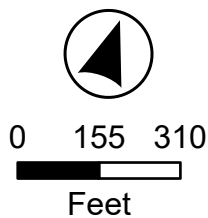
CASE: CPA-24-0014

ATTACHMENT 5

NORTHLINE RETAIL

Aerial Map

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- Leander City Limits
- Subject Boundary



Alex Tynberg, Manager
Northline Leander Development Company, LP
2601 Wooldridge Drive
Austin, TX 78703
(512) 496-5373
atynberg@tynberg.com

September 13, 2024

Robin Griffin
Executive Director of Development Services
201 N. Brushy Street
Leander, TX 78641

RE: CITY OF LEANDER COMPREHENSIVE PLAN AMENDMENT LETTER OF INTENT

Dear Ms. Griffin,

Northline is coordinating with the City of Leander on the Northline Major PUD Amendment #2 (Z-24-0123) that is driven by the removal of 16.08 acres from the Northline PUD to be developed by Endeavor Real Estate Group (“Endeavor”) and included in the Endeavor Retail Major PUD Amendment (Z-24-0127) for a large-scale market viable retail development. Northline understands that this removal will require an amendment to the City of Leander Comprehensive Plan given the fact that this property is located in the Leander Central future land use category of the Comprehensive Plan and is to be redesignated as the Activity Center land use category.

The removal of 16.08 acres from the Northline PUD also contemplates an anticipated additional removal of up to another ~21.5 potential adjacent acres from the Northline PUD to the Endeavor Retail Major PUD.

We look forward to working with you on the approval of the proposed amendment to the City of Leander Comprehensive Plan. Thank you for your time in reviewing and for our ongoing coordination.

Best regards,

Alex Tynberg
Northline Leander Development Company, LP, Manager



EXECUTIVE SUMMARY
10/10/2024

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0120 to amend the 675 Kauffman Loop Planned Unit Development to allow for overhead commercial doors on two (2) parcels of land approximately 24.91 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R328207 and R555049; and more commonly known as 675 Kauffman Loop, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0120 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

10/10/2022 – PUD Approved

06/19/2024 – PUD Minor Amendment #1 Approved

APPLICANT/AGENT:

Southwest Land Service, Inc. (David Singleton) on behalf of 675 Kauffman, LP. (Joseph Williams).

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Jason Pho, Assistant Planner

Attachments:

1. Z-24-0120 Att 1 Planning Analysis - 675 Kauffman Loop
2. Z-24-0120 Att 2 Current Zoning - 675 Kauffman Loop
3. Z-24-0120 Att 3 FLU Map - 675 Kauffman Loop
4. Z-24-0120 Att 4 Public Notification - 675 Kauffman Loop
5. Z-24-0120 Att 5 Aerial Map - 675 Kauffman Loop
6. Z-24-0120 Att 7 PUD Notes - 675 Kauffman Loop
7. Z-24-0120 Att 8 Letter of Intent - 675 Kauffman Loop
8. Z-24-0120 Att 9 Neighborhood Outreach - 675 Kauffman Loop



PLANNING ANALYSIS

ZONING CASE Z-24-0120 675 KAUFFMAN LOOP PLANNED UNIT DEVELOPMENT

GENERAL INFORMATION

Owner/Agent:	Southwest Land Service, Inc. (David Singleton) on behalf of 675 Kauffman, LP. (Joseph Williams).
Current Zoning:	675 Kauffman Loop Planned Unit Development with base zoning: GC-2-A (General Commercial) SFT-2-A (Single Family Townhouse)
Proposed Zoning:	675 Kauffman Loop Planned Unit Development with base zoning: GC-2-A (General Commercial) SFT-2-A (Single Family Townhouse)
Size and Location:	The property is located at 675 Kauffman Loop, including approximately 25 acres.
Staff Contact:	Karina Castillo, AICP Planning Manager

APPLICANT REQUEST

The applicant has submitted a request to amend the existing PUD on their property in order to allow the use of commercial overhead service in the GC (General Commercial) portion of the project.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☒ ☐ Does the proposal warrant any other special considerations? *see below*

SPECIAL CONSIDERATIONS

Article V, Section 2(b)(2)(vi) of the Composite Zoning Ordinance prohibits the use of commercial overhead doors within the Type 2 site component. The applicant is requesting to amend the 675 Kauffman Loop PUD to allow for commercial overhead doors in the commercial portion of the PUD.

SITE INFORMATION:**ABUTTING ZONING AND LAND USE:**

	ZONING	LAND USE
NORTH	Liberty Hill ETJ	Vacant
EAST	ETJ	Vacant
SOUTH	Interim SFR-1-B	Residential
WEST	Bar W Commercial PUD	Commercial

SURROUNDING AREA:

This property is located south of SH 29, east of the Bar W Commercial development.

PHYSICAL AND NATURAL FEATURES:

This property contains some significant trees throughout the site.

PROPERTY HISTORY:

This property was annexed into the City of Leander on 10/9/2022.

PREVIOUS ZONING CASES:

The following zone cases were previously submitted for this property:

- 22-Z-005 requested a zone change from Interim SFR-1-B (Single-Family Rural) to adopt the 675 Kauffman Loop Planned Unit Development with base zoning of GC-2-A (General Commercial) and SFT-2-A (Single Family Townhouse) and was approved on 10/10/2022.
- Z-24-0125 requested an amendment of 675 Kauffman Loop Planned Unit Development which included a minor adjustment to the location of a portion of the commercial development associated with this project, and was approved on 6/19/2024.

MAJOR CORRIDORS:

This property has access onto SH 29 and Kauffman Loop.

TRANSPORTATION PLAN REQUIREMENTS:

This property does not include any proposed roads shown on the Transportation Master Plan.

The table below includes the proposed streets within the development. These streets have not been reviewed and are subject to change during the review process.

STREET	CLASSIFICATION	LAND USE CONTEXT	DESIGN ELEMENTS
SH 29	Controlled Access	Commercial	400' ROW 10' sidewalk
Kauffman Loop	Arterial	Commercial	100' ROW 4-Lane Arterial 10' sidewalk

SUBDIVISIONS:

No subdivision cases have been previously submitted for this property.

EXISTING UTILITIES:

This property has access to water along Kauffman Loop as shown in Figure 2. The nearest wastewater is located at the intersection of Ronald W. Reagan Boulevard and Kauffman Loop, as shown in Figure 3.

CURRENT LAND USES:

This property is currently developed as a residential home.

PROPOSED ZONING DISTRICT:**PUD – PLANNED UNIT DEVELOPMENT:**

The purpose and intent of the Planned Unit Development (PUD) district is to design unified standards for development in order to facilitate flexible, customized zoning and subdivision standards which encourage imaginative and innovative designs for the development of property within the City. The intent of this zoning request is to provide for a commercial and residential development. The contents of this PUD further explain and illustrate the overall function desired for this development. A Conceptual Site Layout and Land Use Plan has been attached to this PUD, Exhibit C, to illustrate the design intent for the property. The Conceptual Site Layout and Land Use Plan is intended to serve as a guide to illustrate the general community vision and design concepts and is not intended to serve as a final document. The intent of this zoning district is to cohesively regulate the development to assure compatibility with adjacent single-family residences, neighborhoods, and commercial properties within the region.

USE COMPONENT**GC – GENERAL COMMERCIAL:**

Features: Any use in LC plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 sq. ft.

Intent: Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

SITE COMPONENT**TYPE 2:**

Features: Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO, LC, GC, HC, and HI use components when adjacent to residential districts and additional compatibility standards are warranted.
- (5) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE A:**

Features: 5 or more architectural features.

Intent:

- (1) The Type A architectural component is intended to be utilized for high quality developments or to provide variety as an additional option for portions of a residential development and may be utilized in or adjacent to single-family uses.
- (2) This component is intended to be utilized for single-family development that backs up to, or sides to, a major thoroughfare.
- (3) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions by applying this component to a less restrictive use or site component adjacent to a more restrictive use or site component. This standard may be utilized to help ensure compatibility for non-residential uses, multi-family, two-family, townhouse or small lot residential development with adjacent property that is more restricted.
- (4) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (5) This component may be utilized for any high profile development, for any property in a prominent location or at an important gateway to the community.
- (6) This component is not intended to become an involuntary standard for the majority of a single-family subdivision, especially with SFR, SFE, SFS, SFU and SFC components.

COMPREHENSIVE PLAN:**Applicable Comprehensive Plan goal statements**

- Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.
- Strategy 10.1: Maintain and/or improve affordability and diversity in the housing market.
- Strategy 10.2: Support housing that has well-defined design character, compatibility with adjacent uses, and balanced density.

Applicable Future Land Use categories**ACTIVITY CENTER**

- Activity Center areas are the major strategic commercial centers within the community. They are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development. These centers are regional in nature and serve a population beyond Leander, and are found on major highways and arterials. Managing access and traffic in these high-volume areas will require planning and coordination.

In a changing retail environment, Activity Centers are designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work. These mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

The Activity Center land use is intended to be implemented using a strategically planned framework, typically a PUD. When multiple landowners exist without a unified development scheme, proposed projects should plan for future integration to balance the activity center area as much as possible.

Desired Mix: 70-100% Non-Residential, 0-30% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:**DEVELOPMENT MEETING**

A development meeting was not held with Staff, but the applicant has been working closely with staff to coordinate the process of this project.

NOTIFICATION

09/19/2024 - Public Notice on Hill Country News
 09/25/2024 - Mail Notification to Property Owners within 200'
 09/25/2024 - Public Hearing Signage Posted on Property
 10/10/2024 - Planning and Zoning Commission Public Hearing
 11/07/2024 - City Council Public Hearing & First Reading of the Ordinance
 11/21/2024 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

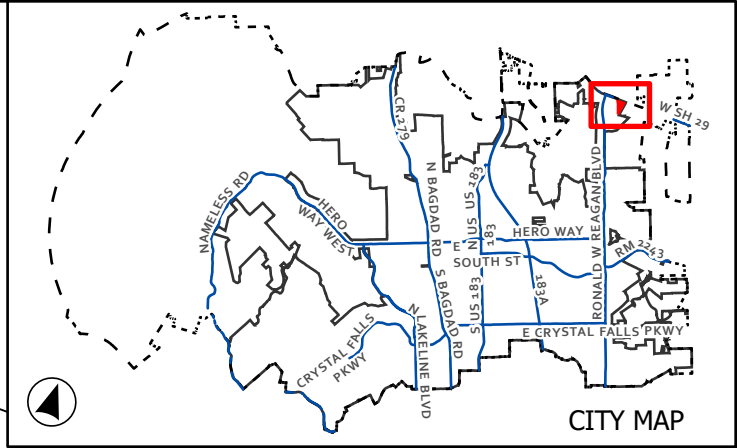
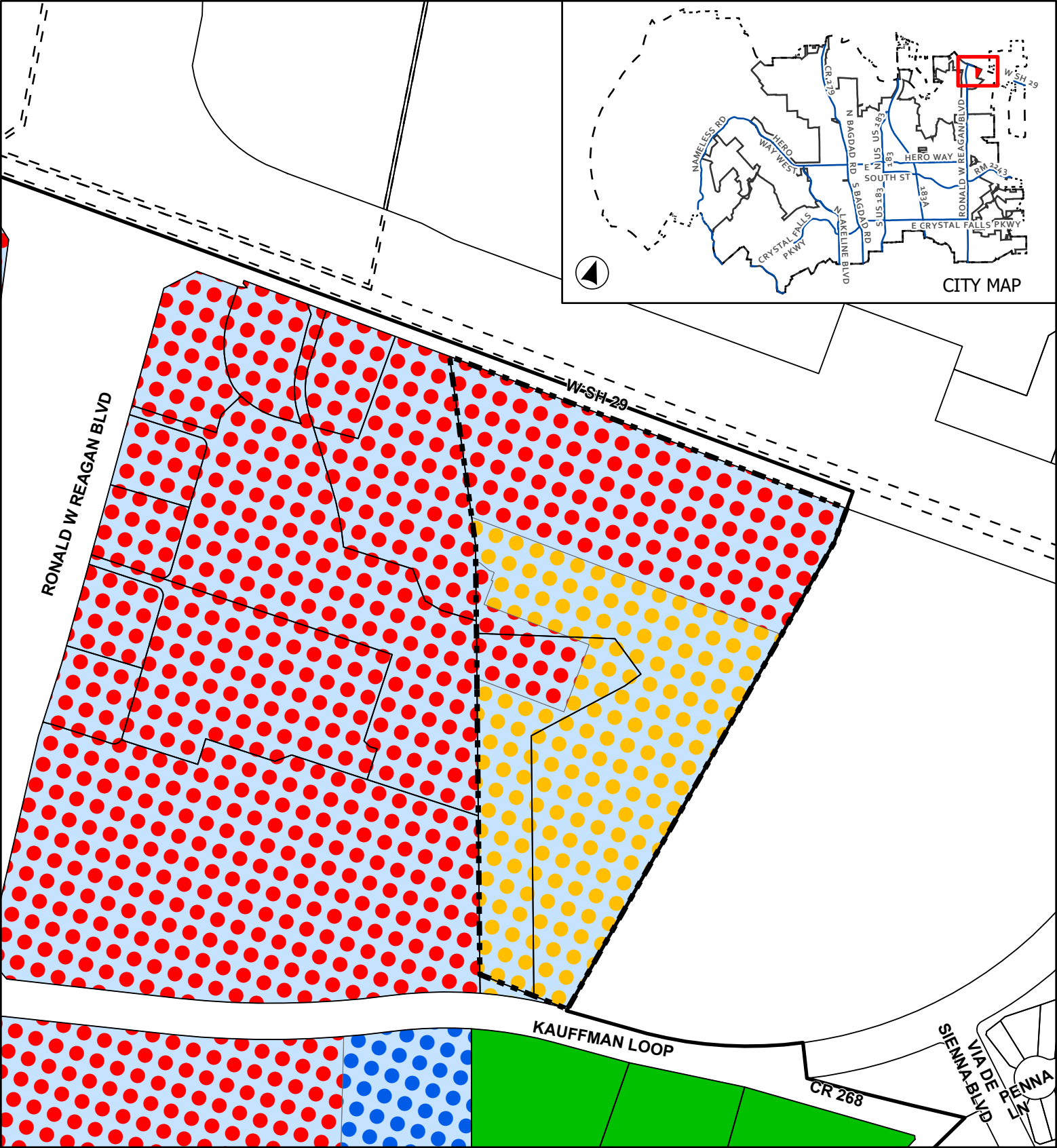
In addition to the notice mailed on behalf of the City to all property owners within 200', the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500' as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500' shall also be contacted.

A letter was mailed to all the required property owners within 500' with information for a neighborhood. No questions or concerns were received.

Please see the full report from the applicant attached.

APPROVAL CRITERIA:

The applicant is proposing to amend the approved Planned Unit Development to allow for the use of commercial overhead service doors in the GC (General Commercial) portion of the project. Article VIII, Section 2 of the Composite Zoning Ordinance which requires doors to not be oriented towards the street or residential uses and screened from view will still need to be met. Staff recommends approval of the request.



CASE: Z-24-0120

ATTACHMENT 2

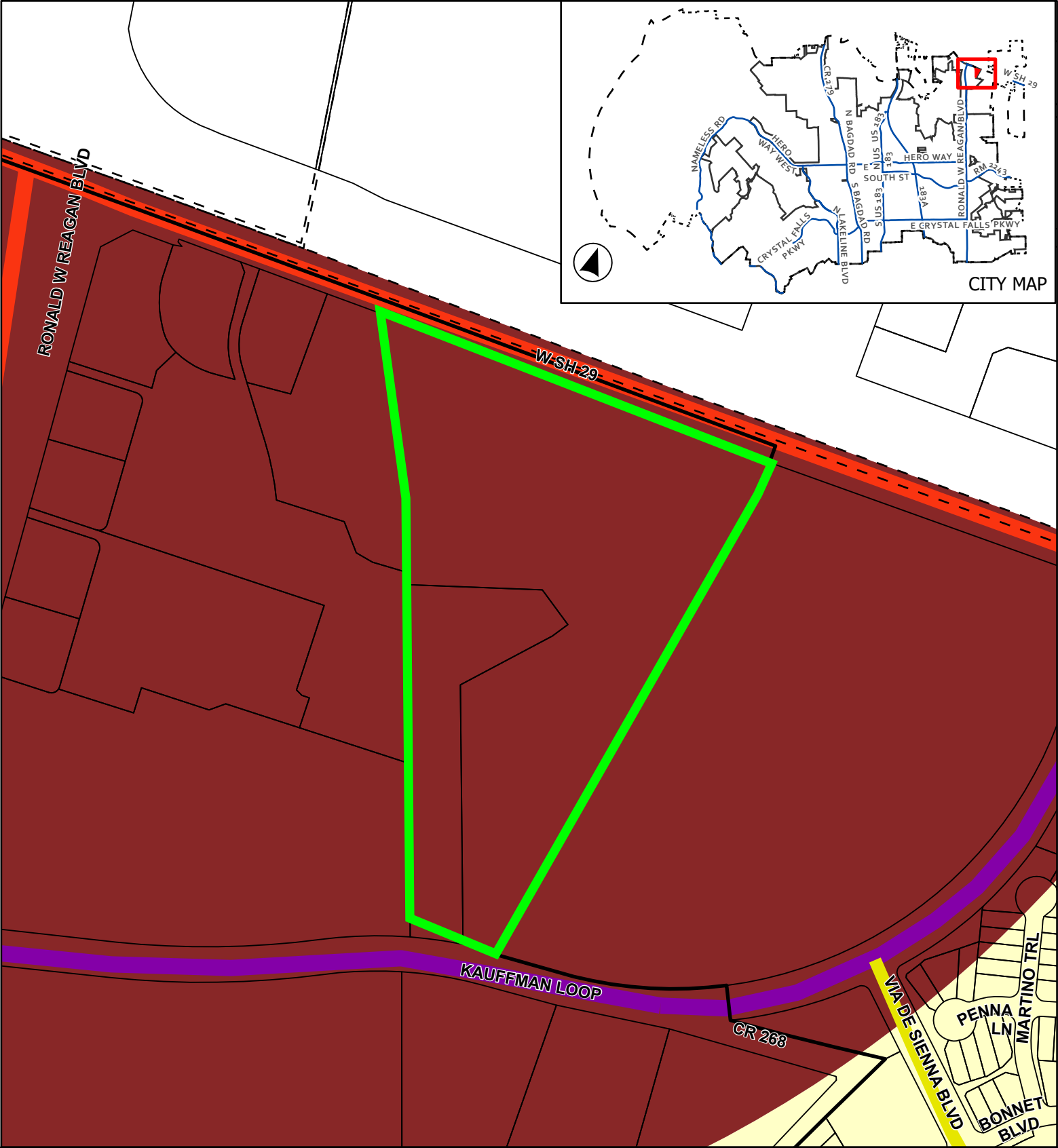
675 KAUFFMAN LOOP
MAJOR AMENDMENT
EXISTING PUD

Current Zoning

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- Leander City Limits
- Extra-Territorial Jurisdiction
- Subject Boundary
- SFR - Single-Family Rural
- PUD - Townhomes
- PUD - Mixed Use
- PUD - General Commercial





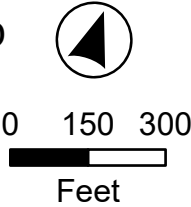
CASE: Z-24-0120

ATTACHMENT 3

675 KAUFFMAN LOOP
MAJOR AMENDMENT
EXISTING PUD

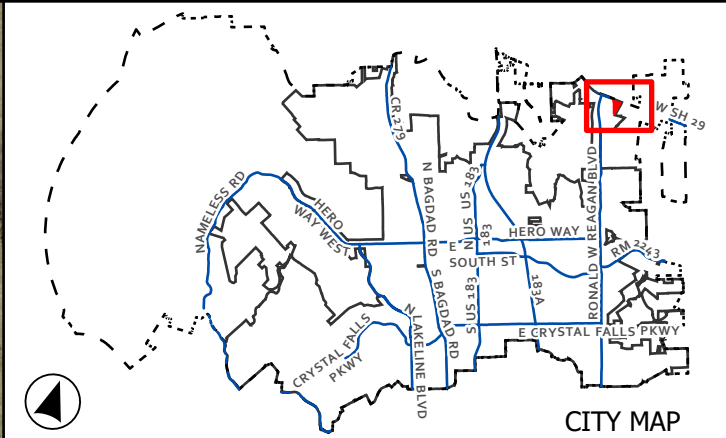
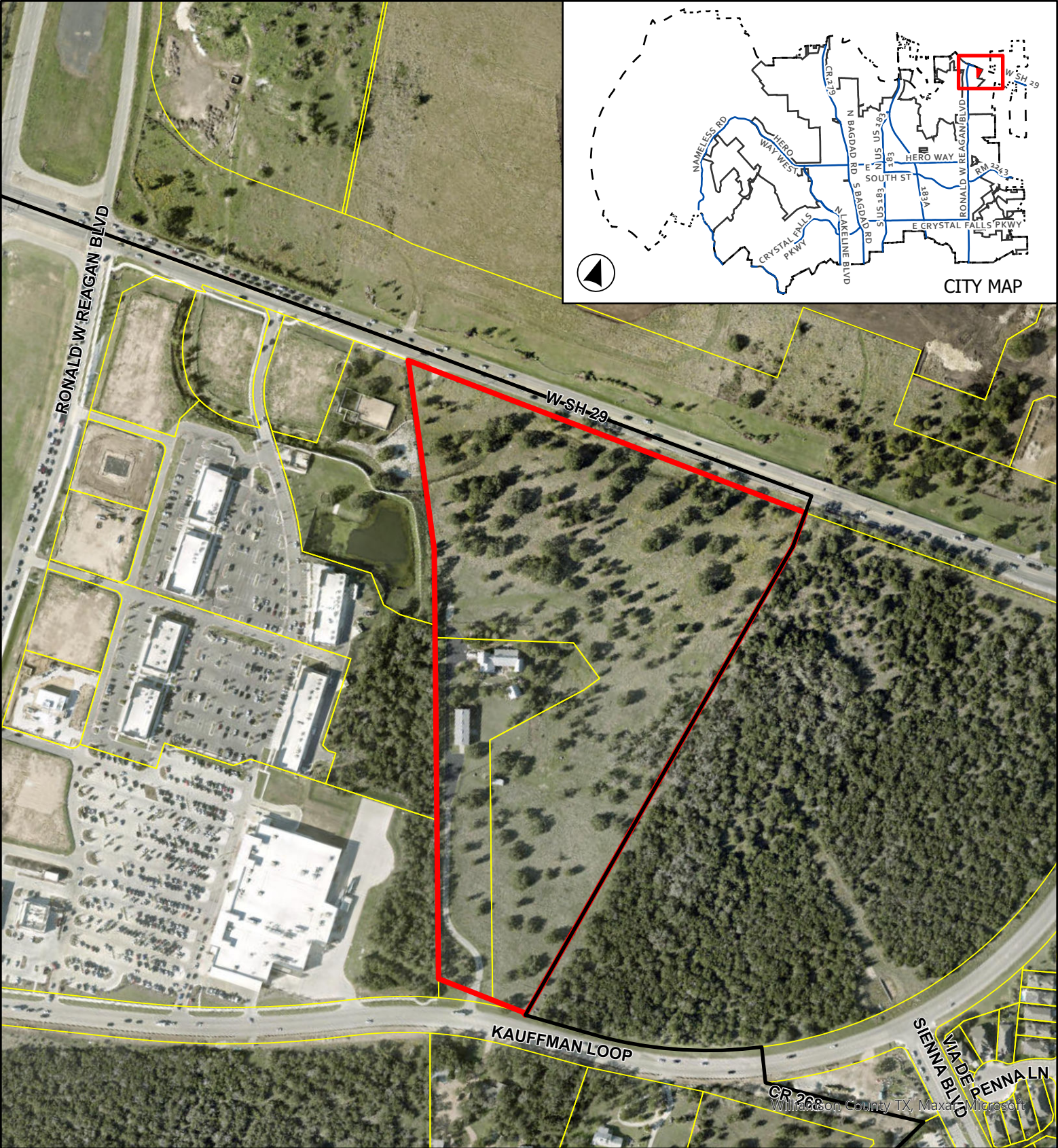
Future Land Use Map

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- Leander City Limits
- ETJ Boundary
- Subject Boundary
- Future Land Use
- Neighborhood Residential

- Activity Center
- Thoroughfare Plan
- Access Controlled, Existing
- Arterial 4 Lane, Existing
- Collector, Existing



CITY MAP

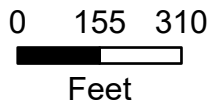
CASE: Z-24-0120

ATTACHMENT 5

675 KAUFFMAN LOOP
MAJOR AMENDMENT
EXISTING PUD

Aerial Map

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- Leander City Limits
- Subject Boundary

Exhibit A

675 Kauffman Loop Planned Unit Development Amendment #2

A. Purpose and Intent

1. The 675 Kauffman Loop PUD is comprised of approximately 25 acres, as shown in **Exhibit B**. The development of this property includes commercial and residential development.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply the City of Leander Composite Zoning Ordinance, except as established in this exhibit, titled **Exhibit A**.
2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Leander Composite Zoning Ordinance.

GC-2-A (General Commercial)
SFT-2-A (Single Family Townhouse)

C. Conceptual Site Layout & Land Use Plan

1. A Conceptual Site Layout and Land Use Plan has been attached to this PUD, **Exhibit C**, to illustrate the design intent for the property. The Conceptual Site Layout and Land Use Plan is intended to serve as a guide to illustrate the general community vision and design concept; as well as a guide for general geometry and layout of the future private roadway and building envelopes. It is not intended to serve as a final document.

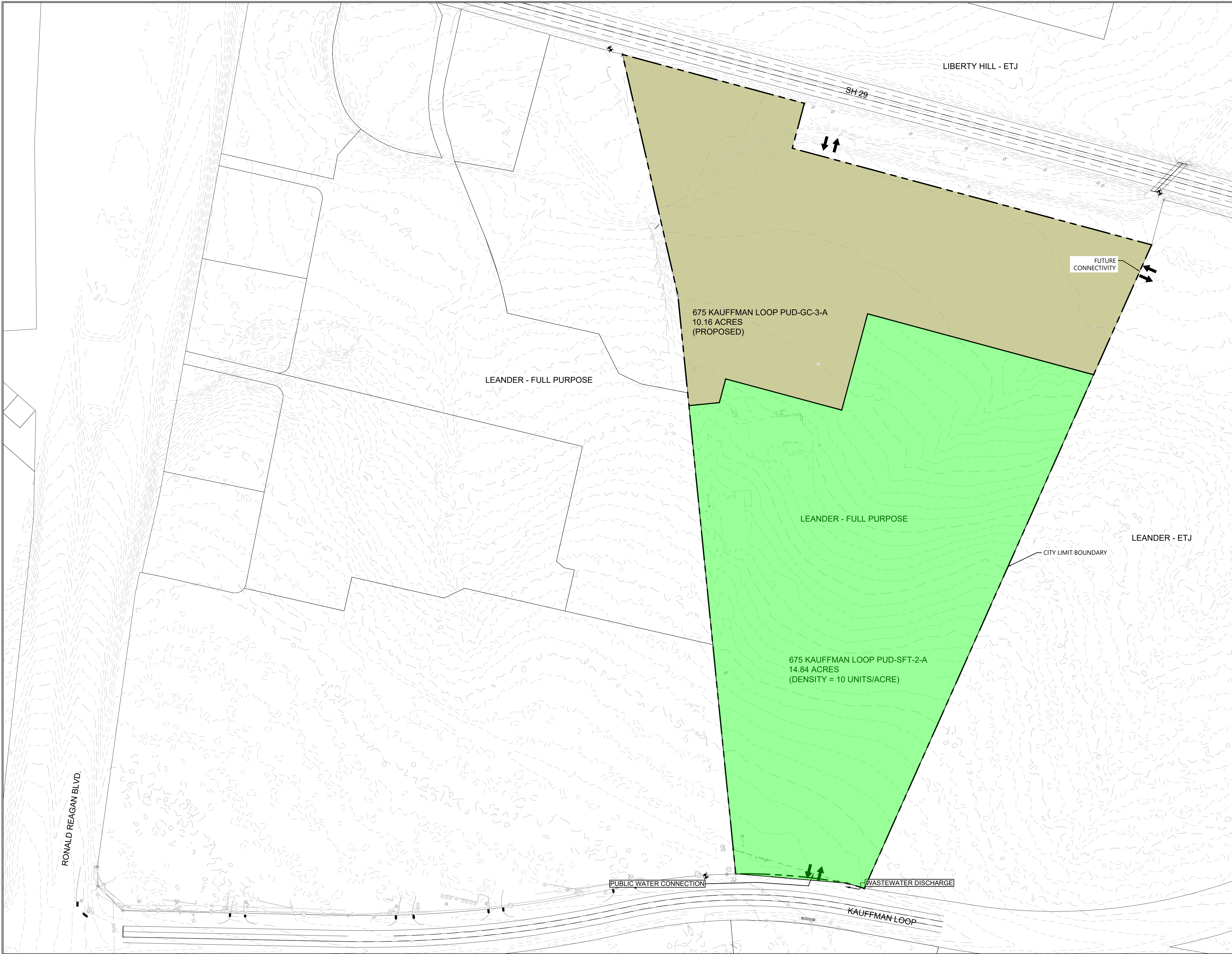
D. Allowable / Prohibited Uses

1. The allowable uses include all uses authorized pursuant to SFT and GC use components as identified in **Exhibit C**, except the following as prohibited uses:
 - a) Bar, nightclub or private club.
 - b) Equipment and furniture or other similar good sales, repair and service.
 - c) Funeral home, included embalming and crematory facilities associated with an on-site funeral home or cemetery.
 - d) Manufactured housing sales and accessory building sales.
 - e) Office/warehouse including painting, plumbing or similar commercial service.
 - f) Transportation related facilities including commercial parking lots, passenger terminals, taxi-cab station and mass transit terminals.
 - g) New or used vehicle and mayor equipment sales, rental or leasing, repair of new or used vehicles, body shop.
 - h) Wholesale activities with less than 3,500 square feet of gross area of business.

2. The maximum number of townhouses (10 units/acre) on the 15.36 SFT tract is 153 units.
3. A condo regime is proposed for the townhouse tract allowing multiple units on one lot.

E. Development Standards

1. The PUD modifies the limitations of Article VI, Section 7 (b) (5) of the City's Composite Zoning Ordinance regarding the use of structural stabilization for the perimeter of non- residential and multi-family drainage facilities being limited to ninety (90%) percent of the pond perimeter excluding outlet structures.
2. This project shall utilize private drives instead of public roadways. Private drives will meet city of Leander Private Drive standards.
3. Sidewalks are required throughout the interior of the project and connecting Kauffman. These sidewalks shall be a minimum of four (4') feet wide and constructed of concrete.
4. Guest Parking will be provided at a ratio ten (10%) percent of the required spaces.
5. Turf grass in the narrow strips adjacent to street curbs between sidewalk and street pavement shall be prohibited. Materials such as river rock crushed granite, or similar product shall be used in this location.
6. All HOA Landscape Lots shall be limited to fifty (50%) percent turf grass coverage.
7. Commercial portions of the development (Parcels 1 or 2 – Exhibit C) shall be developed with vertical improvements prior to or concurrently with the residential portions of the development (Parcel 3 – Exhibit C). Commercial Portions of the development (Parcels 1 or 2 – Exhibit C) shall be developed with pad ready improvements prior to or concurrently with the residential portion of the development (Parcel 3 – Exhibit C).
8. Commercial overhead service doors are permitted in the General Commercial portion of the project.



OWNER:
675 KAUFFMAN LP
7801 N. CAPITAL OF TX HWY., SUITE 390
AUSTIN, TX 78732
(512) 901-9800

ENGINEER:
TOM GROLL ENGINEERING, PC
5208 PRYOR LANE
AUSTIN, TX 78734
(512) 848-5796

SURVEYOR:
QUICK, INC.
P.O. BOX 798
SALADO, TX 76571
(512) 915-4950

NOTE:
THIS PLAN IS CONCEPTUAL AND HAS
NOT BEEN REVIEWED FOR COMPLIANCE
WITH THE SUBDIVISION ORDINANCE,
COMPOSITE ZONING ORDINANCE, OR
TOD ORDINANCE REQUIREMENTS.

➔ INGRESS/EGRESS LOCATIONS

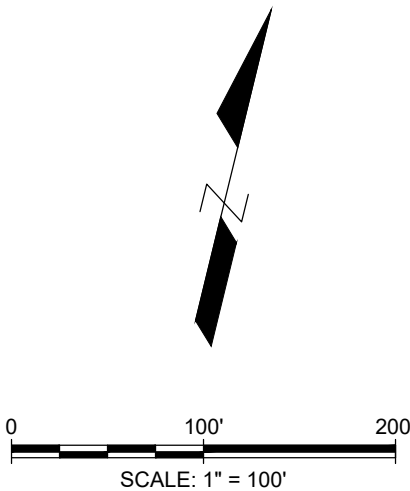


EXHIBIT C

PREPARED FOR:

KAUFFMAN 675, LP
7801 N. CAPITAL OF TEXAS HWY
SUITE 390
AUSTIN, TX 78731

DATE:

DESCRIPTION:

TITLE:

BY:

KAUFFMAN LOOP - PRELIMINARY PLAT
675 KAUFFMAN LOOP
LEANDER, TEXAS 78642

CONCEPTUAL SITE LAYOUT
& LAND USE PLAN

DOCUMENT IS FOR
INTERIM REVIEW AND
NOT INTENDED FOR
CONSTRUCTION BIDDING
OR PERMIT PURPOSES

Date:

Check by:

TJG

Drawn By:

MBS

Sheet No.

Project No.

Page 28 of 64

SOUTHWEST
LAND SERVICES, INC.

April 10, 2024

Robin Griffin, Dir. of Development Services
City of Leander
201 N. Brushy Street
Leander, TX 78641

**RE: 675 Kauffman Loop PUD
Major PUD amendment request**

Ms. Griffin,

On behalf of 675 Kauffman Loop Management, LP (Applicants and Owners), we are submitting the enclosed Major PUD Amendment Application to amend the PUD on approximately 10.153 acres of the referenced property from PUD GC-2-A to PUD GC-3-A Base Zoning. The balance of the original PUD tract and all other stipulations and conditions of the original PUD are proposed to remain unchanged.

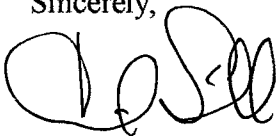
The tract is located in an "Activity Center" on the Future Land Use Map and immediately adjacent to and east of the Bar W Commercial PUD which includes the HEB grocery store and other commercial uses. The tract east of the Subject tract remains undeveloped.

The proposed zoning is consistent with the City's Comprehensive Plan and will further the goals established therein by expanding an existing employment base contiguous to existing transportation arterials and provide additional local commercial opportunities within the corporate boundaries of the City.

The topography of the site is relatively flat with slopes of less than two percent (2%). The property has a significant number of trees that will be cataloged during the site plan process in accordance with the City's Tree Ordinance in advance of any further development on the tract.

We respectfully solicit Staff's recommendation for approval of the request and welcome any questions you have in regard to the request.

Sincerely,



David Singleton

Mailing address: P.O. Box 984 Leander Texas 78646-0984
Delivery address: 108 Paloma Point, Georgetown Texas 78628
southwestland@gmail.com 512.259.9000

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

This summary is only required for a PUD or a Minor PUD

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

A letter (a copy of which is attached) was mailed to all required property owners within 500' describing the proposed amendment providing our contact information and offering a Zoom call to ask specific questions or gain additional information.

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

All of the required property owners were notified in writing via USPS.

3. What concerns were raised during these communications?

No questions or comments were received from any of the notified owners.

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

N/A

The above information is deemed to be true to the best of my knowledge.

Signature: _____



Date September 11, 2024

SOUTHWEST
LAND SERVICES, INC.

August 28, 2024

Re: 675 Kauffman Loop

Proposed Amendment to existing PUD

Dear Neighbor,

The purpose of this letter is to notify you of a proposed change to an existing PUD (Planned Unit Development) in your area. I represent the owners of approximately 25 acres located at 675 Kauffman Loop. The owner is proposing to amend the existing PUD **ONLY** on the portion of the tract proposed for GC-2-A (approximately 10 acres) that fronts Highway 29. The proposed change is limited to allowing commercial overhead service doors.

The subject property is located within an area designated as an Activity Center on the City of Leander's Comprehensive Land Use Plan. This land use designation encourages a mixture of local commercial uses including the uses being proposed for the project. The Comprehensive Plan further identifies General Commercial (GC) as a suitable zoning category for the corridor.

We are mindful of the recent increase of COVID cases and some may not be comfortable at an in-person meeting, so we are scheduling a Zoom meeting for September 10th 2024 at 7:00 p.m. Please feel free to call, text or email with questions or concerns, or contact our office for the Zoom call login information.

If you would like to discuss this project in greater detail or ask any questions related to this submittal to the City of Leander, please contact me by phone at 512-259-9000 or by email at southwestland@gmail.com. So that we can appropriately represent communications back to the City, please contact us no later than September 10th.

Sincerely,

David Singleton

Mailing address: P.O. Box 984 Leander Texas 78646-0984
Delivery address: 108 Paloma Point, Georgetown Texas 78628
southwestland@gmail.com 512.259.9000



EXECUTIVE SUMMARY
10/10/2024

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0134 to amend the current zoning of SFU/MH-2-B (Single-Family Urban/Manufactured Home) to adopt the Hill Country Community Ministries – Lacy Drive PUD (Planned Unit Development) with the base zoning district of LC-3-A (Local Commercial) on three (3) parcels of land approximately 1.31 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R036399, R036398, and R036397; and more commonly addressed as 1005 Lacy Drive, 1007 Lacy Drive, and 1009 Lacy Drive, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0137 as described above.

BACKGROUND:

This request is the first step in the zoning process

HISTORY/TIMELINE:

01/20/1978 – Annexed into City

APPLICANT/AGENT:

Goode Faith Engineering, LLC. (Anthony Goode) on behalf of Hill Country Community Ministries (Tiesa Hollaway).

RECOMMENDATION:

Staff recommends approval

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. Z-24-0134 Att 1 Planning Analysis - Lacy Dr Minor PUD
2. Z-24-0134 Att 2 Current Zoning - Lacy Dr Minor PUD
3. Z-24-0134 Att 3 FLU Map - Lacy Dr Minor PUD
4. Z-24-0134 Att 4 Public Notification - Lacy Dr Minor PUD
5. Z-24-0134 Att 5 Proposed Zoning - Lacy Dr Minor PUD
6. Z-24-0134 Att 6 Aerial Map - Lacy Dr Minor PUD
7. Z-24-0134 Att 7 PUD Notes - Lacy Dr Minor PUD
8. Z-24-0134 Att 8 Letter of Intent - Lacy Dr Minor PUD

9. Z-24-0134 Att 9 Neighborhood Outreach - Lacy Dr Minor PUD



PLANNING ANALYSIS

ZONING CASE Z-24-0134
 HILL COUNTRY COMMUNITY MINISTRIES –
 LACY DRIVE PUD
 1005 LACY DRIVE, 1007 LACY DRIVE, AND 1009 LACY DRIVE

GENERAL INFORMATION

Owner/Agent: Goode Faith Engineering, LLC. (Anthony Goode) on behalf of Hill Country Community Ministries (Tiesa Hollaway).

Current Category: SFU/MH-2-B (Single-Family Urban/Manufactured Home)

Proposed Category: Hill Country Community Ministries – Lacy Drive PUD (Planned Unit Development) with base zoning:
 LC-3-A (Local Commercial)

Size and Location: The property is located at 1005 Lacy Drive, 1007 Lacy Drive, and 1009 Lacy Drive, including approximately 1.31 acres.

Staff Contact: Karina Castillo, AICP
 Planning Manager

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property in order to operate a food pantry, a clothes closet/thrift store, and a resource center/office space.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☒ ☐ Does the proposal warrant any other special considerations? *see below*

SPECIAL CONSIDERATIONS

This request was notified with a base zoning of GC (General Commercial). However, the request has been amended to include the base zoning of LC (Local Commercial) and is proposing to include the use of food pantry, donation center, and thrift store when operated by a non-profit. Similar to the existing zoning district, Tiny Homes are proposed to be permitted in lieu of the other allowed uses.

SITE INFORMATION:**ABUTTING ZONING AND LAND USE:**

	ZONING	LAND USE
NORTH	SFU/MH-2-B	Residential
EAST	GC-3-C	Commercial
SOUTH	SFU/MH-2-B	Residential
WEST	SFU/MH-2-B	Residential

SURROUNDING AREA:

This property is located on Lacy Drive, behind the Brake Check along US183. The surrounding uses to the north, south, and west of the site include residential uses.

PHYSICAL AND NATURAL FEATURES:

This property contains some significant trees on the site.

PROPERTY HISTORY:

This property is a part of the original incorporation of 01/20/1978.

PREVIOUS ZONING CASES:

The following zone cases were previously submitted for this property:

- Ordinance established the base zoning for this property as SFU/MH-2-B (Single-Family Urban/Manufactured Home).

MAJOR CORRIDORS:

This property has access onto Lacy Drive.



Figure 1 – Aerial.

TRANSPORTATION PLAN REQUIREMENTS:

This property does not include any proposed roads shown on the Transportation Master Plan.

SUBDIVISIONS:

No subdivision cases have been previously submitted for this property:

EXISTING UTILITIES:

This property has access to water and wastewater along Lacy Drive as shown in Figures 2 and 3 below.



Figure 2: Water System.



Figure 2: Wastewater System.

CURRENT LAND USES:

This property is currently being used as a donation center by the Hill Country Community Ministries.

PROPOSED ZONING DISTRICT:

USE COMPONENT**LC – LOCAL COMMERCIAL:**

Features: Any use in LO plus retail sales and services, restaurants, banks, nursery or greenhouse, grocery sales, pharmacies, fitness centers, dance and music academies, artist studio, colleges and universities, bed and breakfast. Hours of operation: 5:00 a.m. to 10:00 p.m. Sun.-Thurs., 5:00 a.m. to 11:00 p.m. Fri. and Sat.

Intent: Development of small scale, limited impact commercial, retail, personal services and office uses located in close proximity to their primary customers, which cater to the everyday needs of the nearby residents, and which may be located near residential neighborhoods. Access should be provided by a collector or higher classification street.

SITE COMPONENT**TYPE 3:**

Features: Accessory buildings up to 30% of primary building; accessory dwellings; drive-thru service; limited outdoor display and storage; outdoor fueling and washing of vehicles; overhead service doors, no indoor parking required.

Intent:

- (1) A Type 3 site component is intended to be utilized with LO and LC use components where adjacent to less restricted districts to provide for a land use transition.
- (2) This component is intended to be utilized with residential components where accessory dwellings or additional accessory structures are appropriate and are not provided for in the Type 1 or 2 site components.
- (3) This component is intended to be combined with LO, LC, GC, HC and HI components where it is appropriate to utilize the outdoor site area for outdoor fuel sales, limited outdoor display and storage or accessory buildings.
- (4) Compliance with Type 1 or 2 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE A:**

Features: 5 or more architectural features.

Intent:

- (1) The Type A architectural component is intended to be utilized for high quality developments or to provide variety as an additional option for portions of a residential development and may be utilized in or adjacent to single-family uses.
- (2) This component is intended to be utilized for single-family development that backs up to, or sides to, a major thoroughfare.
- (3) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions by applying this component to a less restrictive use or site component adjacent to a more restrictive use or site component. This standard may be utilized to help ensure compatibility for non-residential uses, multi-family, two-family, townhouse or small lot residential development with adjacent property that is more restricted.
- (4) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.
- (5) This component may be utilized for any high profile development, for any property in a prominent location or at an important gateway to the community.
- (6) This component is not intended to become an involuntary standard for the majority of a single-family subdivision, especially with SFR, SFE, SFS, SFU and SFC components.

COMPREHENSIVE PLAN:**Applicable Future Land Use categories****TRANSITIONAL**

- The Transitional future development category is envisioned for areas that are ripe for or already beginning to transition towards greater density, or provide a more compatible transition to lower-density residential. These areas are intended to be primarily developed with slightly greater density and housing types than those allowed in Neighborhood Residential.

Density and use character are semi-urban, with townhouses, small lot single-family, cottages, local office, local commercial and attached single-family products. In some cases, transitioning densities are similar to Neighborhood Residential yet are seen as a definitive change in density and character from prior use and intensity. In general, these areas, while in differing contexts, provide a transition between lower density Neighborhood Residential and more intensive nonresidential uses.

The Transitional areas in Leander are notable for today's rural streets and lack of proximity to commercial centers. Infrastructure improvements, traffic dispersion, pedestrian upgrades, and adjacency compatibility should be at the forefront of rezoning considerations.

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:**DEVELOPMENT MEETING**

A development meeting was not held with Staff, but the applicant has been working closely with staff to coordinate the process of this project.

NOTIFICATION

- 09/19/2024 - Public Notice on Hill Country News
- 09/25/2024 - Mail Notification to Property Owners within 200'
- 09/25/2024 - Public Hearing Signage Posted on Property

10/10/2024 - Planning and Zoning Commission Public Hearing
 11/07/2024 - City Council Public Hearing & First Reading of the Ordinance
 11/21/2024 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500' as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500' shall also be contacted.

A neighborhood meeting was held at 6:00 pm on 06/27/2024 at 1009 Lacy Drive. No residents/property owners attended the neighborhood meeting. Two phone calls were received following the letter that was sent. Below is a list of comments/concerns that were discussed during the meeting:

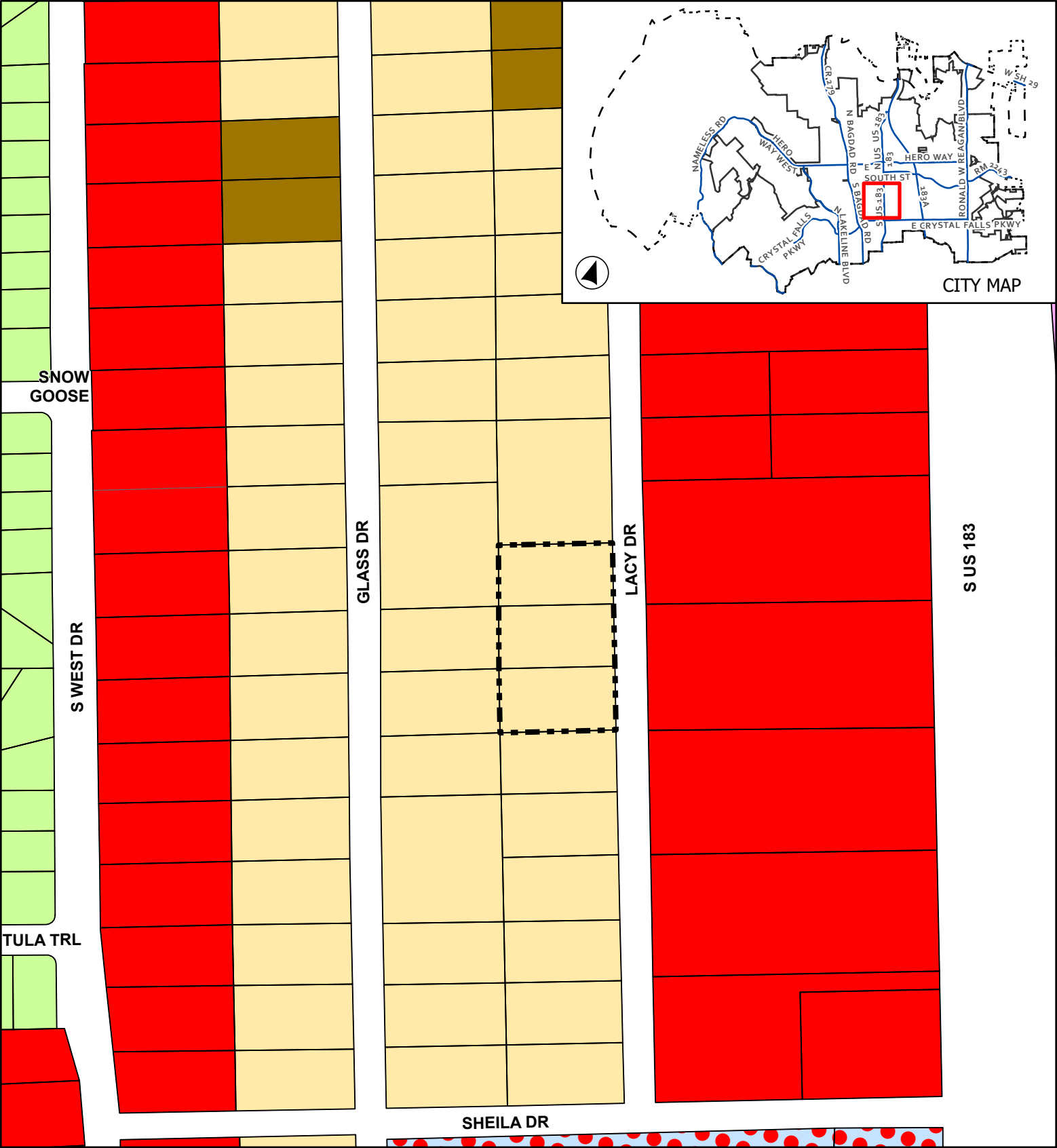
- Homelessness
- Vandalism
- Criminal behavior

No changes were made to address issues discussed.

Please see the full report from the applicant attached.

APPROVAL CRITERIA:

The proposed PUD (Planned Unit Development) includes a base zoning district of LC (Local Commercial) which is compatible with the Future Land Use category of Transitional. The proposed use by the Hill Country Community Ministries includes services for the community that are open to the public but would not generate a significant amount of traffic to greatly impact the surrounding development. If the site is not developed as a food pantry, donation center, and/or thrift store, then the site will be permitted to develop as Tiny Homes, which is allowed under the current zoning district. Staff recommends approval of the request.



CASE: Z-24-0134

ATTACHMENT 2

LACY DR MINOR PUD

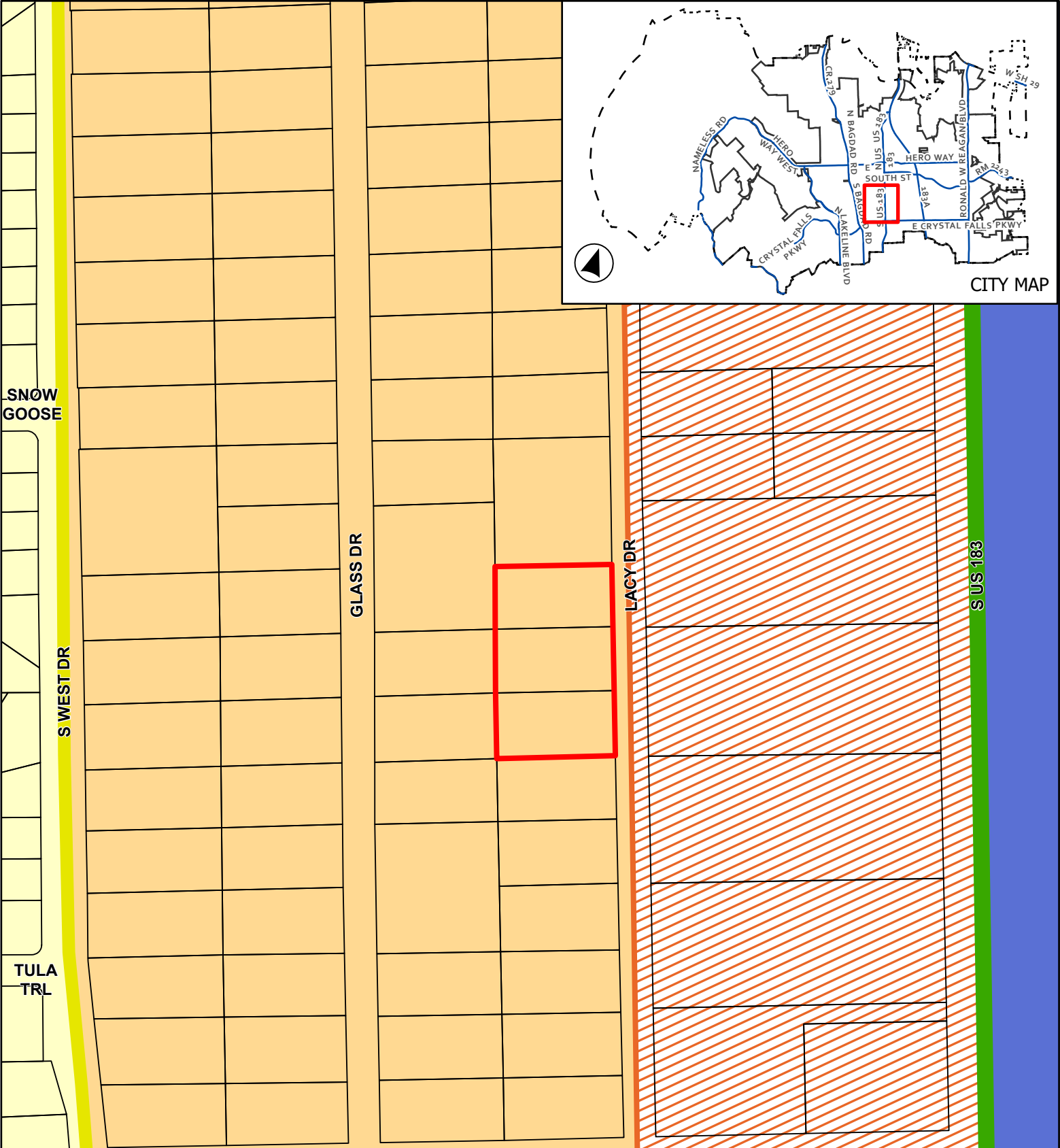
Current Zoning

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- Leander City Limits
- Extra-Territorial Jurisdiction
- Subject Boundary
- SFU - Single-Family Urban
- SFU/MH - Single-Family Urban/Manufactured Home
- TF - Two Family
- GC - General Commercial
- HC - Heavy Commercial
- PUD - General Commercial

0 70 140 Feet

Page 39 of 64



CASE: Z-24-0134

ATTACHMENT 3

LACY DR MINOR PUD

Future Land Use Map



0 80 160

Feet

- Leander City Limits
- ETJ Boundary
- Subject Boundary

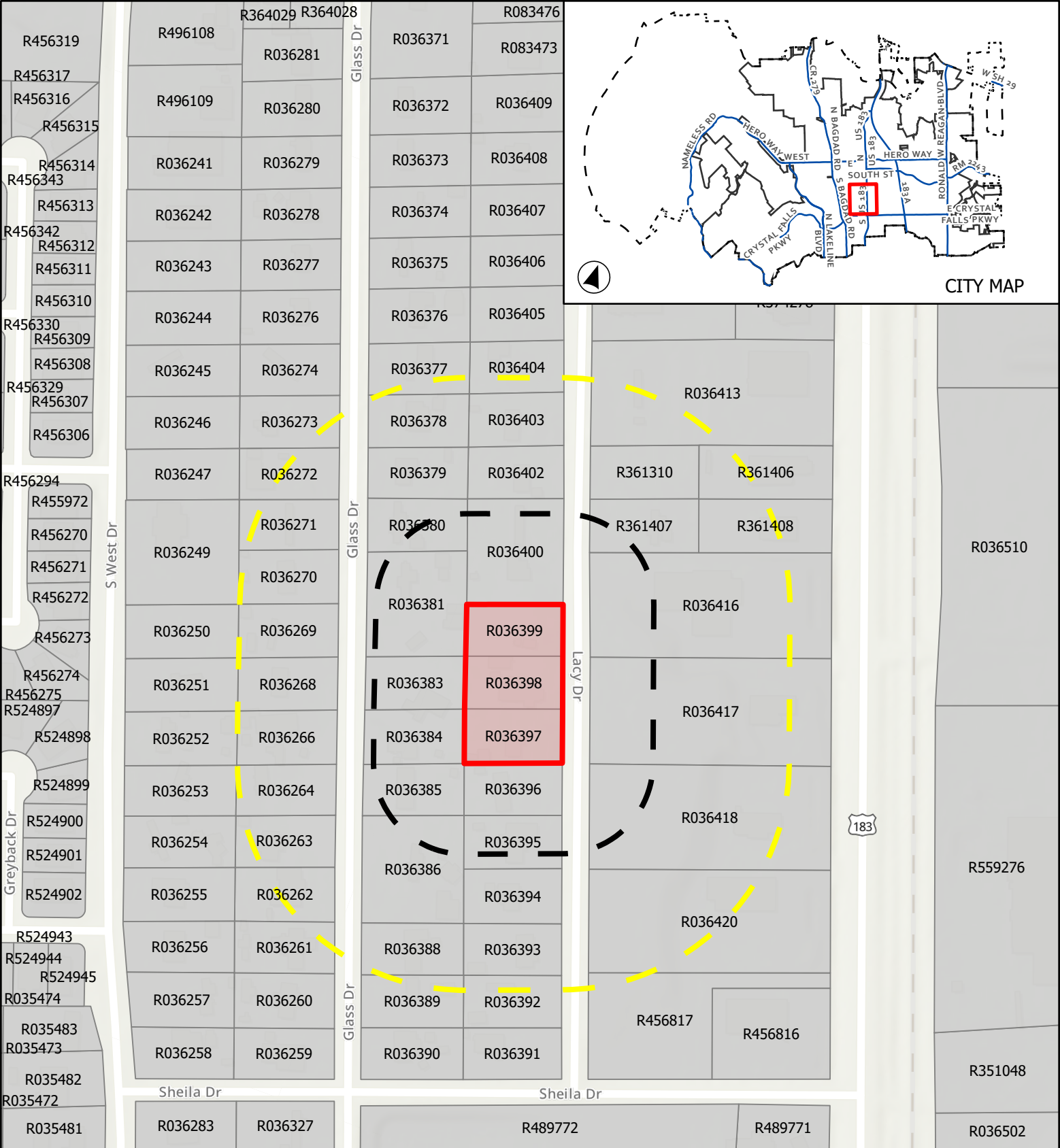
- ## Future Land Use
- Neighborhood Residential
 - Transitional Residential

- Multi-Use Corridor - Priority Corridor
- Industrial

Thoroughfare Plan

- Arterial 6 Lane, Existing
- Collector, Existing

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Public Notification

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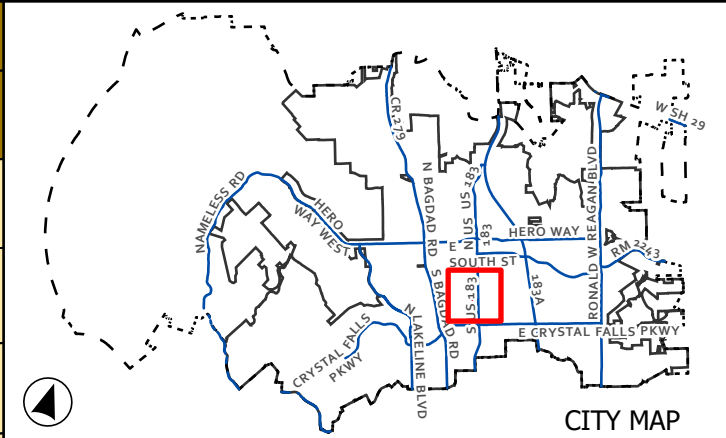
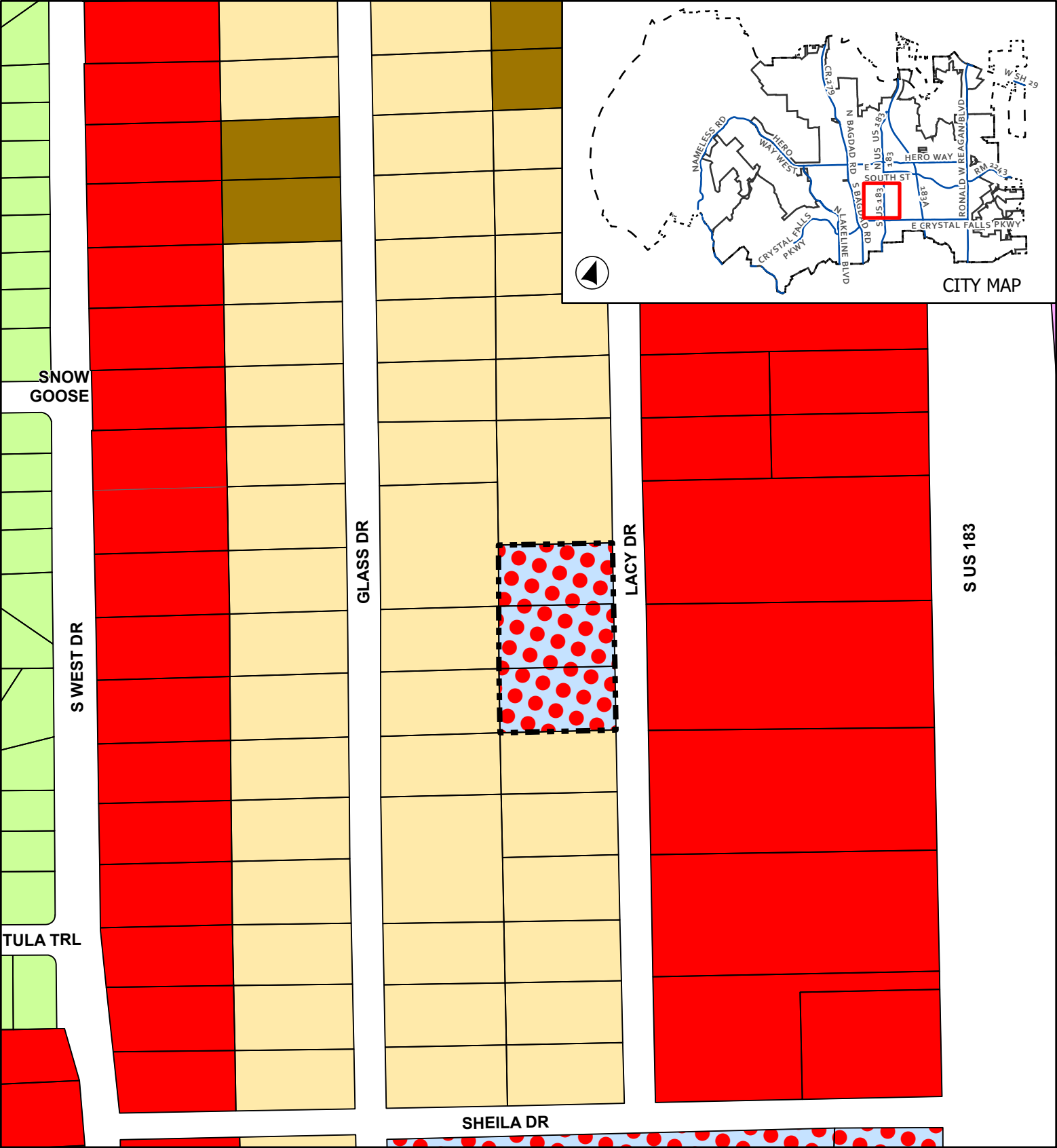


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Feet

City Limits
ETJ Boundary
Subject Boundary
Notification Buffer
200'
500'



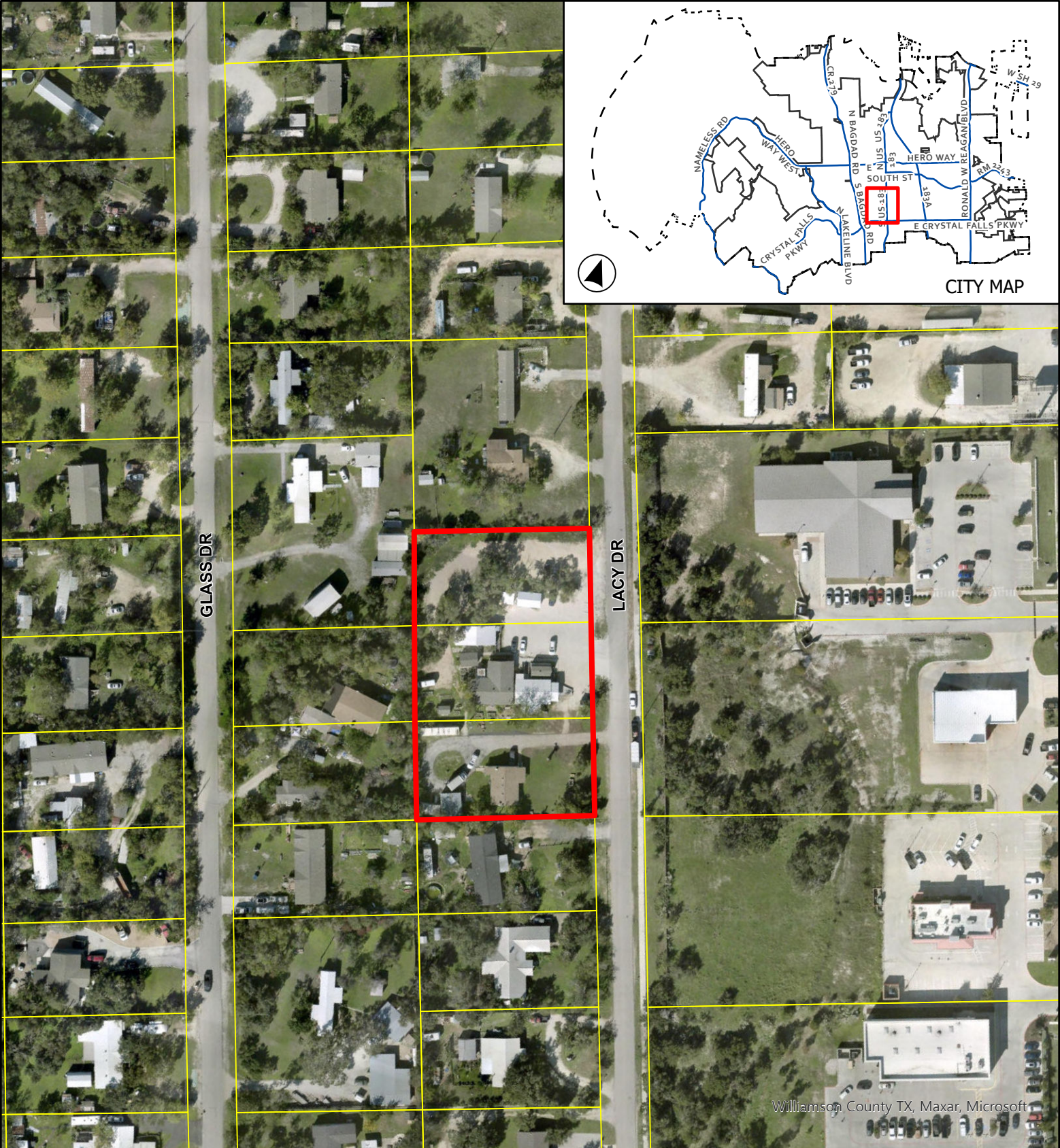
CASE: Z-24-0134 ATTACHMENT 5 LACY DR MINOR PUD

Proposed Zoning

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- Leander City Limits
- Extra-Territorial Jurisdiction
- Subject Boundary
- SFU - Single-Family Urban
- SFU/MH - Single-Family Urban/Manufactured Home
- TF - Two Family
- GC - General Commercial
- HC - Heavy Commercial
- PUD - General Commercial

Page 42 of 64



GLASS DR

LACY DR

Williamson County TX, Maxar, Microsoft

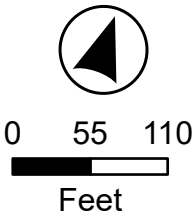
CASE: Z-24-0134

ATTACHMENT 6

LACY DR MINOR PUD

Aerial Map

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- Leander City Limits
- Subject Boundary

EXHIBIT A

Hill Country Community Ministries – Lacy Drive Minor Planned Unit Development Zoning

A. Purpose and Intent

1. The 1005, 1007 & 1009 Hill Country Community Ministries Minor PUD is comprised of approximately 1.31 acres, as shown in **Exhibit B**. The development of this property includes a food pantry, a clothes closet/thrift store, and a resource center/office space.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply with the City of Leander Composite Zoning Ordinance, except as established in this exhibit, titled **Exhibit A**.
2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Leander Composite Zoning Ordinance.

LC-3-A (Local Commercial)

C. Allowable / Prohibited Uses

1. The allowable uses shall include:
 - a. Any use permitted in the “LC” use component
 - b. Equipment and furniture or other similar goods sales, repair and service
 - c. Nonprofit 501 (c)(3) organization that provides aid to the community including the following uses:
 - a. Food Pantry
 - b. Small Scale Donation Center
 - c. Thrift Store
 - d. Tiny homes are permitted in lieu of other uses, in compliance with Section 11 of the Composite Zoning Ordinance
2. The prohibited uses shall include:
 - a. Funeral home, including embalming and crematory facilities associated with an onsite funeral home or cemetery.

D. Definitions

1. The following words, terms and phrases, when used in this ordinance, shall have the meanings ascribed to them in this section.
 - a. **Food Pantry** – A food pantry means a nonprofit business that includes a distribution center where food is donated and families can receive food.
 - b. **Small Scale Donation Center** – A small scale donation center means a center used for the collection and storage of donated goods to be distributed as part of a thrift store.
 - c. **Thrift Store** – A thrift store means a nonprofit business that engages in the sale or resale of previously owned or used goods and merchandise typically used to raise funds for a charitable institution.

EXHIBIT B

Hill Country Community Ministries – Lacy Drive Minor Planned Unit Development Zoning

1005, 1007 & 1009 Lacy Drive, Leander Texas are each approximately 0.43618 acres.





June 27, 2024

City of Leander Planning
PO Box 319
Leander, TX 78641

RE: 1005, 1007 & 1009 Lacy Drive
Minor PUD Application

Dear Robin Griffin:

Goode Faith Engineering is submitting a Minor PUD application on behalf of Hill Country Community Ministries (HCCM), a 501(c)3 non-profit, serving Williamson and NW Travis Counties. The intent of this application is to request a PUD zoning change from SFU/MH to GC-3-A. This allows for construction of a new food pantry, clothes closet, and resource center. However, they would like the option of retaining a Residential component to allow for tiny homes to be built where the current food pantry is in case the land is donated prior to development.

HCCM has been grandfathered in and is providing food, clothes, and financial resources to the community from Lacy Drive. Currently, the properties contain single family and manufactured buildings, along with gravel parking.

Please contact me at (972) 822-1682 or anthony@goodefaitheng.com if you have any questions.

Sincerely,

Anthony Goode, P.E.

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

This summary is only required for a PUD or a Minor PUD

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

A letter was mailed from Tiesa Hollaway, Executive Director of Hill Country Community Ministries, to the surrounding neighborhood and residential property owners on 6/8/2024.

The letter, the list of property owners and addresses, and the architect's rendering are included with this application.

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

All property owners within 500 feet of the subject properties were notified.

The letter, the list of property owners and addresses, and the architect's rendering are included with this application.

3. What concerns were raised during these communications?

There were no attendees at the meeting offered on June 27, 2024. Tiesa Hollaway received 2 phone calls as a result of the letters sent.

One call was from a homeowner on Lacy Drive informing Tiesa about her intention to sell her property.

One call was from the property management company for Baylor, Scott & White Medical asking about the homelessness in the area as well as HCCM's experience with vandalism. They have a property in South Austin and have had issues with criminal behavior and mental ill there.

Tiesa informed them that we have very little homelessness in this area and have not had any issues with vandalism.

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

As a result of these conversations, no conditions were added or modified to the zoning request

The above information is deemed to be true to the best of my knowledge.

Signature: 

Date 7/15/2024



HCCM
Hill Country Community Ministries

Help for People
Hope for the Future

June 6, 2024

Re: Re-zoning 1.37 acres, Hill Country Community Ministries for GC -3- A – General Commercial

Dear Resident/Owner,

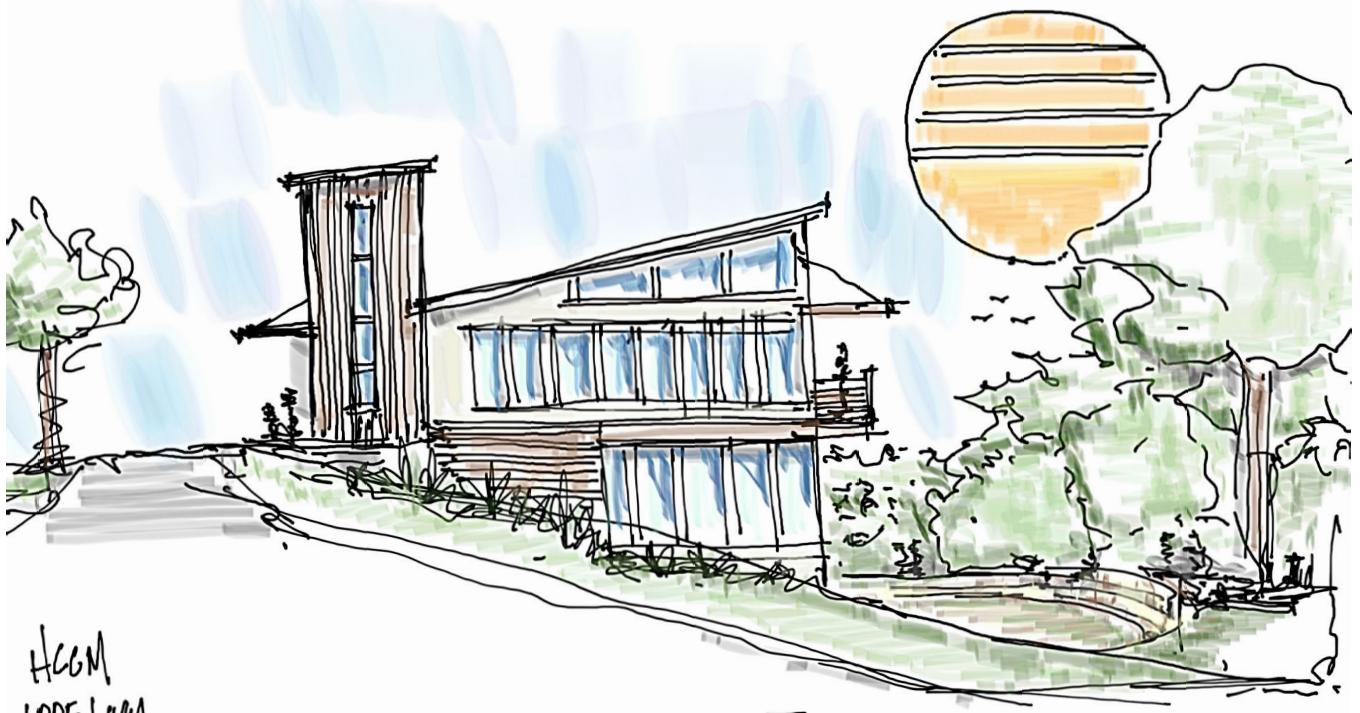
This letter is to inform you that approximately 1.37 acres of land located at 1005 Lacy, 1007 Lacy and 1009 Lacy Drive will be considered for a re-zoning request to accommodate the food pantry and resource center. Enclosed please find a conceptual site plan for the 1.37 acres.

Please contact Tiesa Hollaway, Executive Director of Hill Country Community Ministries at 512-259-0360 ext. 204 if you have any questions or concerns. We will be holding a meeting on Thursday, June 27th at 6 PM at 1009 Lacy Dr., Leander, TX 78641 for any neighbor who would like to participate in a question-and-answer session.

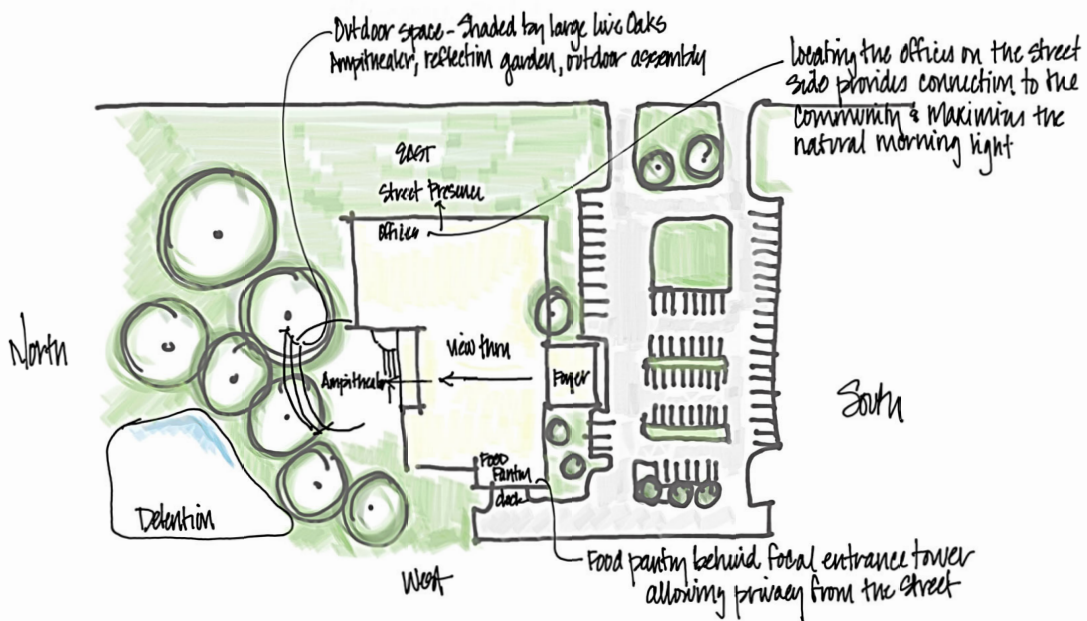
Thank you for your consideration and please reach out with any questions.

Sincerely,

Tiesa Hollaway
Executive Director



HGM
1005 LAM
© BCD B.M.M



Site Concept

1005 Lacy Drive
© BCD HGM



EXECUTIVE SUMMARY
10/10/2024

AGENDA SUBJECT:

Conduct a Public Hearing regarding Zoning Case Z-24-0142 to amend the current zoning of SFS-2-B (Single-Family Suburban) to GC-3-C (General Commercial) on one (1) parcel of land approximately 5.094 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R432899; and generally located at the southeast corner of the intersection of Hero Way West and N. Lakeline Boulevard, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0142 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

11/6/2002 – Annexed into City

APPLICANT/AGENT:

Pohl Jensen, LLC (Jennifer Jensen) on behalf of John and Nancy Gilpin.

RECOMMENDATION:

Staff recommends approval of the zoning request.

PRESENTER:

Jason Pho, Assistant Planner

Attachments:

1. Z-24-0142 Att 1 Planning Analysis - Gilpin Project
2. Z-24-0142 Att 2 Current Zoning - Gilpin Project
3. Z-24-0142 Att 3 FLU Map - Gilpin Project
4. Z-24-0142 Att 4 Public Notification - Gilpin Project_v1
5. Z-24-0142 Att 5 Proposed Zoning - Gilpin Project_v3
6. Z-24-0142 Att 6 Aerial Map - Gilpin Project
7. Z-24-0142 Att 7 Letter of Intent - Gilpin Project
8. Z-24-0142 Att 8 Neighborhood Outreach - Gilpin Project



PLANNING ANALYSIS

ZONING CASE Z-24-0142 GILPIN PROJECT

GENERAL INFORMATION

Owner/Agent: Pohl Jensen, LLC (Jennifer Jensen) on behalf of John and Nancy Gilpin.

Current Zoning: SFS-2-B (Single-Family Suburban)

Proposed Zoning: GC-3-C (General Commercial)

Size and Location: The property is located at the southeast corner of the intersection of Hero Way West and N. Lakeline Boulevard, including approximately 5.094 acres.

Staff Contact: Jason Pho
Assistant Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property to develop a mixed-use commercial area including retail stores, office space, dining establishments, and entertainment venues.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 4*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☒ ☐ Does the proposal warrant any other special considerations? *see below*

SPECIAL CONSIDERATIONS

This property is part of a larger 37.06-acre parcel that is in the ETJ. The applicant has the option of annexing the remaining portion of the larger parcel and incorporate that acreage into this development.

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	SFS-2-B	Vacant
EAST	Urbana PUD	Local Commercial, Single-Family Residential
SOUTH	ETJ	Vacant
WEST	SFS-2-B	Vacant

SURROUNDING AREA:

This property is located south of Hero Way West. To the east of this site is the Urbana subdivision. To the north, south, and west of the property is undeveloped land.

PHYSICAL AND NATURAL FEATURES:

This property contains few existing trees along Hero Way West and does not contain any floodplains.

PROPERTY HISTORY:

This property was annexed into the City of Leander on 11/06/2002.

PREVIOUS ZONING CASES:

No zoning cases have been previously submitted for this property.

MAJOR CORRIDORS:

This property has access onto N. Lakeline Boulevard and Hero Way West.



Figure 1: Aerial

TRANSPORTATION PLAN REQUIREMENTS:

This property does not include any proposed roadways shown on the Transportation Master Plan.

The table below includes the proposed streets within the development. These streets have not been reviewed and are subject to change during the review process.

STREET	CLASSIFICATION	LAND USE CONTEXT	DESIGN ELEMENTS
Lakeline Boulevard	Arterial	Commercial	100' ROW 4-Lane Arterial 10' Sidewalk
Hero Way West	Arterial	Commercial	126' ROW 6-Lane Arterial 10' sidewalk

SUBDIVISIONS:

No subdivision cases have been previously submitted for this property.

EXISTING UTILITIES:

This property has access to water along Hero Way West as shown in Figure 2. The Capital Improvement Project W.72 which includes the extension of a water line along North Lakeline Boulevard is nearing completion. The nearest wastewater is located to the south of the property as shown in Figure 3.

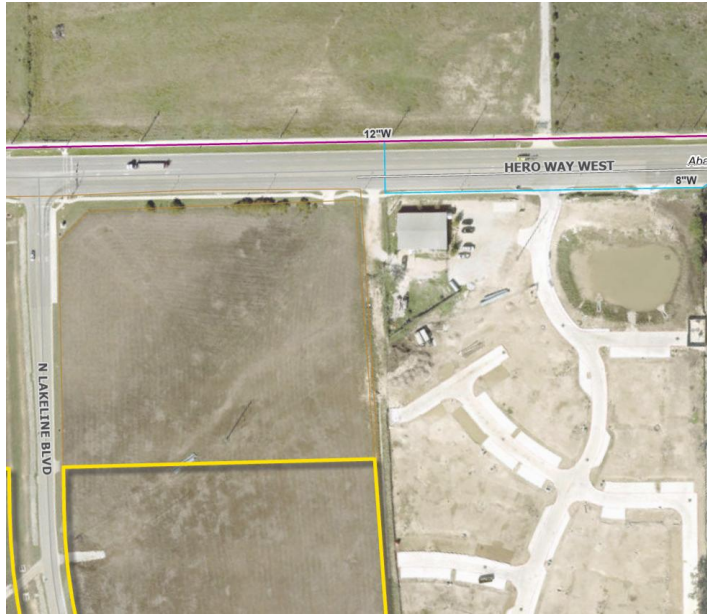


Figure 2: Water Systems



Figure 3: Wastewater systems

CURRENT LAND USES:

This property is currently vacant.

PROPOSED ZONING DISTRICT:

USE COMPONENT**GC – GENERAL COMMERCIAL:**

Features: Any use in LC plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 sq. ft.

Intent: Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

SITE COMPONENT**TYPE 3:**

Features: Accessory buildings up to 30% of primary building; accessory dwellings; drive-thru service; limited outdoor display and storage; outdoor fueling and washing of vehicles; overhead service doors, no indoor parking required.

Intent:

- (1) A Type 3 site component is intended to be utilized with LO and LC use components where adjacent to less restricted districts to provide for a land use transition.
- (2) This component is intended to be utilized with residential components where accessory dwellings or additional accessory structures are appropriate and are not provided for in the Type 1 or 2 site components.
- (3) This component is intended to be combined with LO, LC, GC, HC and HI components where it is appropriate to utilize the outdoor site area for outdoor fuel sales, limited outdoor display and storage or accessory buildings.
- (4) Compliance with Type 1 or 2 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE C (non-residential only):**

Features: 3 or more architectural features.

Intent:

- (1) The Type C architectural component is intended to be utilized only in the LO, LC, GC, HC and HI use components for intermediate quality development.
- (2) Combined with appropriate use and site components, this component can help to provide for harmonious land use transitions from districts that are less restricted to districts that are more restricted.
- (3) This component is not intended for the majority of the LO and LC use components except those that may be adjacent to less restricted districts.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories**ACTIVITY CENTER**

- Activity Center areas are the major strategic commercial centers within the community. They are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development. These centers are regional in nature and serve a population beyond Leander, and are found on major highways and arterials. Managing access and traffic in these high-volume areas will require planning and coordination.

In a changing retail environment, Activity Centers are designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work. These mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location

and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

The Activity Center land use is intended to be implemented using a strategically planned framework, typically a PUD. When multiple landowners exist without a unified development scheme, proposed projects should plan for future integration to balance the activity center area as much as possible.

Desired Mix: 70-100% Non-Residential, 0-30% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 06/17/2024. No changes were made to the project since the development meeting was held.

NOTIFICATION

09/19/2024 - Public Notice on Hill Country News
 09/25/2024 - Mail Notification to Property Owners within 200'
 09/25/2024 - Public Hearing Signage Posted on Property
 10/10/2024 - Planning and Zoning Commission Public Hearing
 11/07/2027 - City Council Public Hearing & First Reading of the Ordinance
 11/21/2024 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

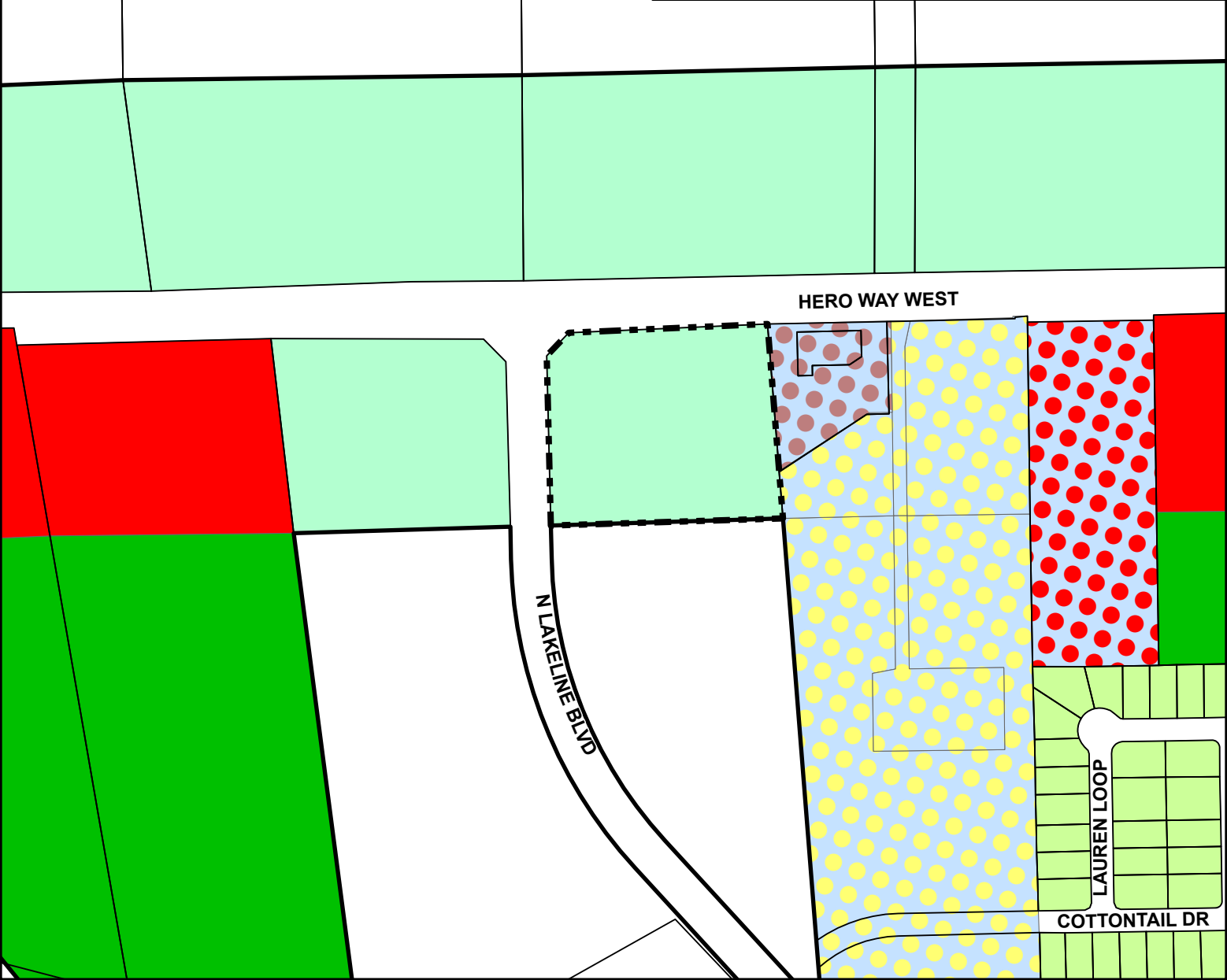
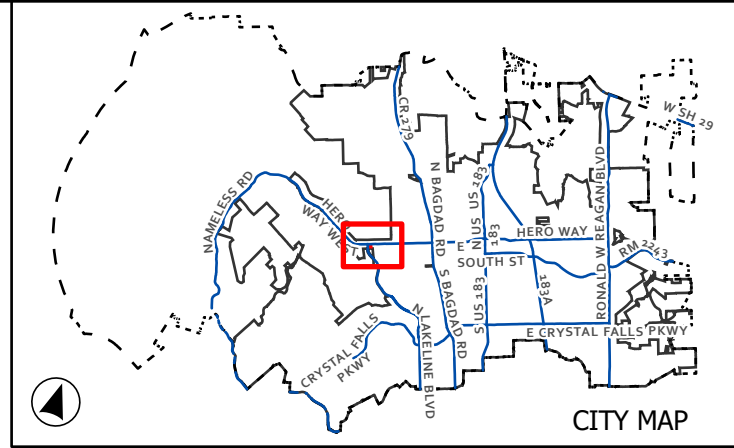
In addition to the notice mailed on behalf of the City to all property owners within 200', the agent is required to reach out to all property owners of property zoned as single-family or any properties used as single-family uses within 500' as per Article X, Section 3 (d) of the Composite Zoning Ordinance. Any Homeowner's Association located within 500' shall also be contacted.

A neighborhood meeting was held at 7:00 pm on 08/07/2024 virtually and another at 6:30 pm on 08/08/2024 in-person. No residents/property owners attended the neighborhood meetings.

Please see the full report from the applicant attached.

APPROVAL CRITERIA:

This property is located within an Activity Center which are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections. This future land use category is compatible with the proposed General Commercial use component. Staff recommends approval of this request.



CASE: Z-24-0142

ATTACHMENT 2

GILPIN PROJECT

Current Zoning

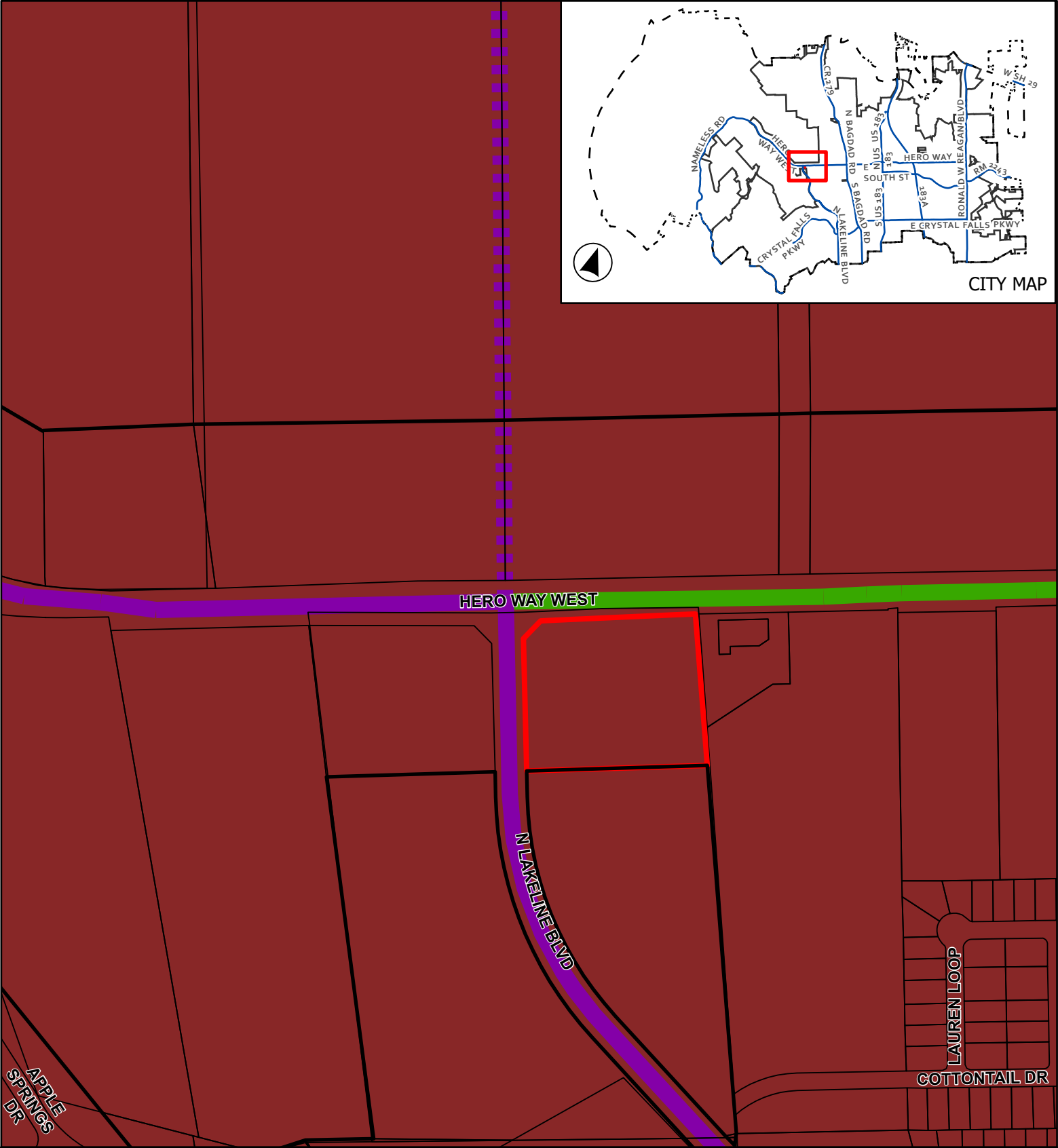
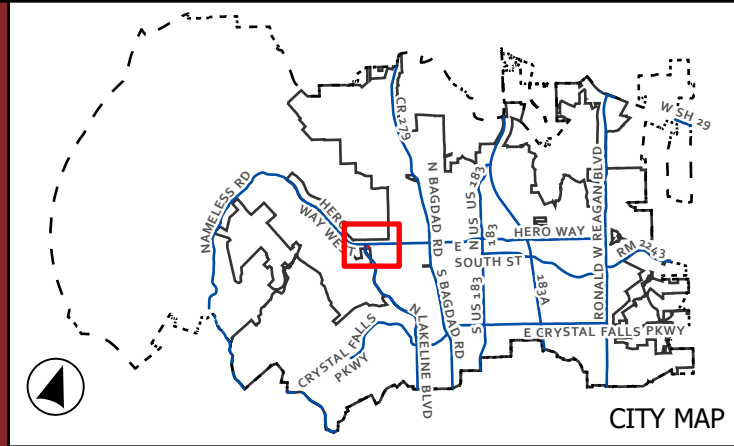
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- | | |
|--------------------------------|---------------------------|
| Leander City Limits | SFU - Single-Family Urban |
| Extra-Territorial Jurisdiction | GC - General Commercial |
| Subject Boundary | PUD - Single-Family |
| SFR - Single-Family Rural | PUD - Local Commercial |
| SFS - Single-Family Suburban | PUD - General Commercial |

0 120 240

Feet

Page 56 of 64



CASE: Z-24-0142

ATTACHMENT 3

GILPIN PROJECT

Future Land Use Map



0 150 300

Feet

Leander City Limits

ETJ Boundary

Subject Boundary

Future Land Use

Activity Center

Thoroughfare Plan

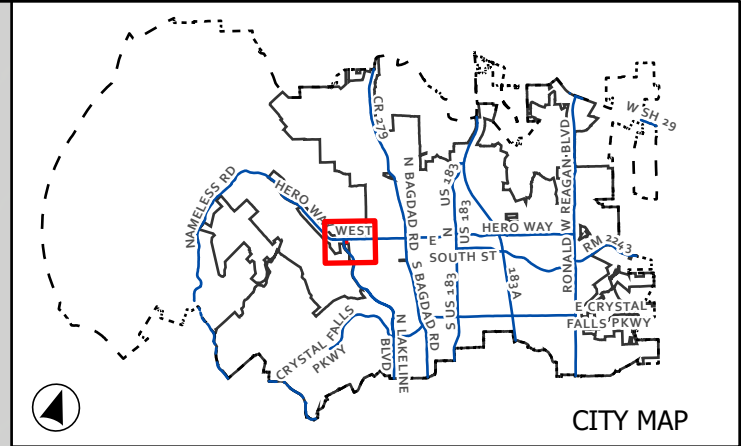
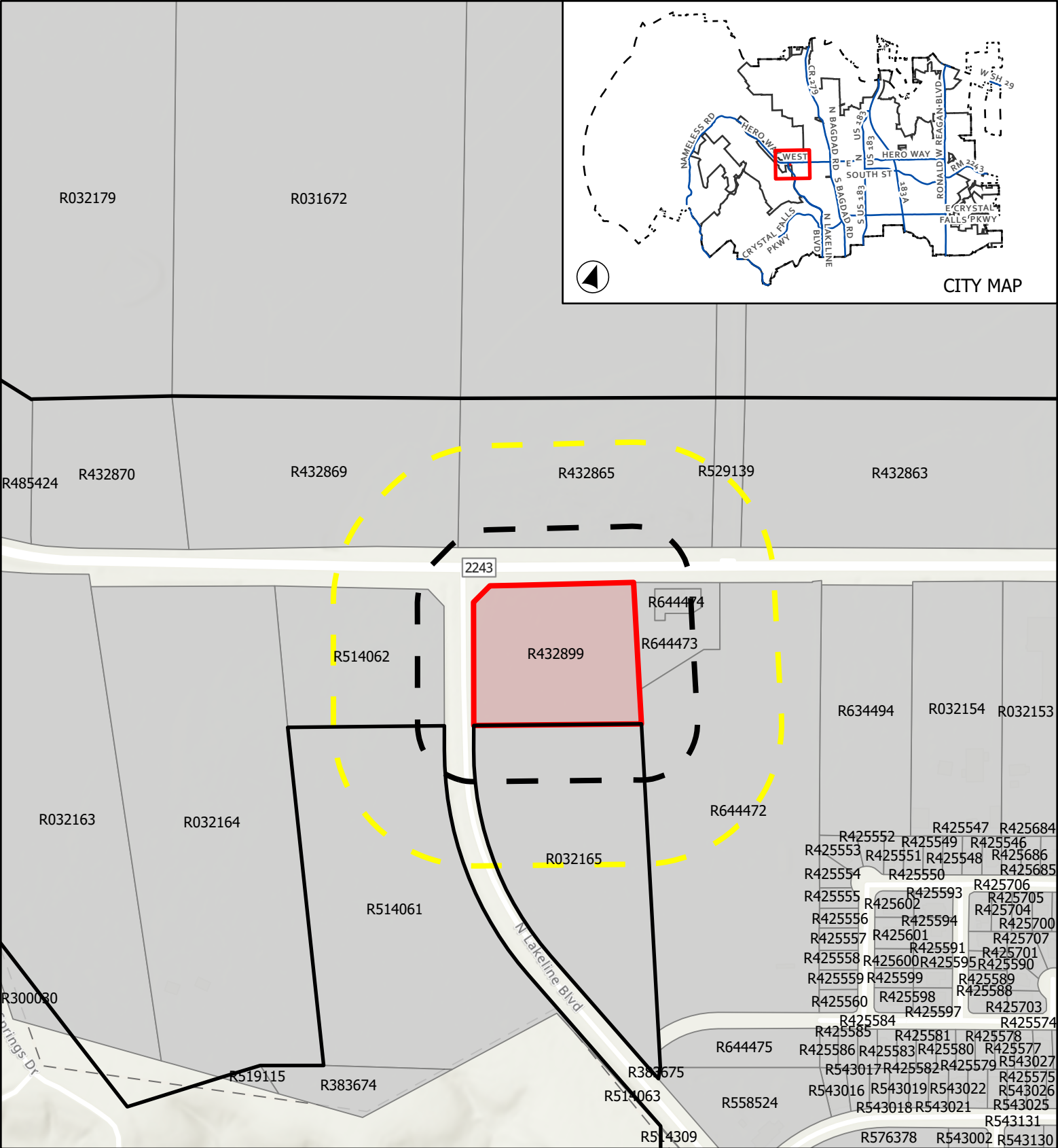
Arterial 6 Lane, Existing

Arterial 4 Lane, Existing

Arterial 4 Lane, Proposed

Page 57 of 64

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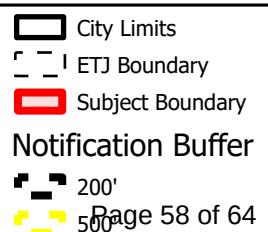
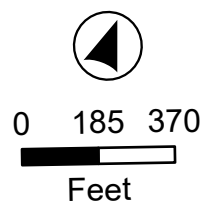
CASE: Z-24-0142

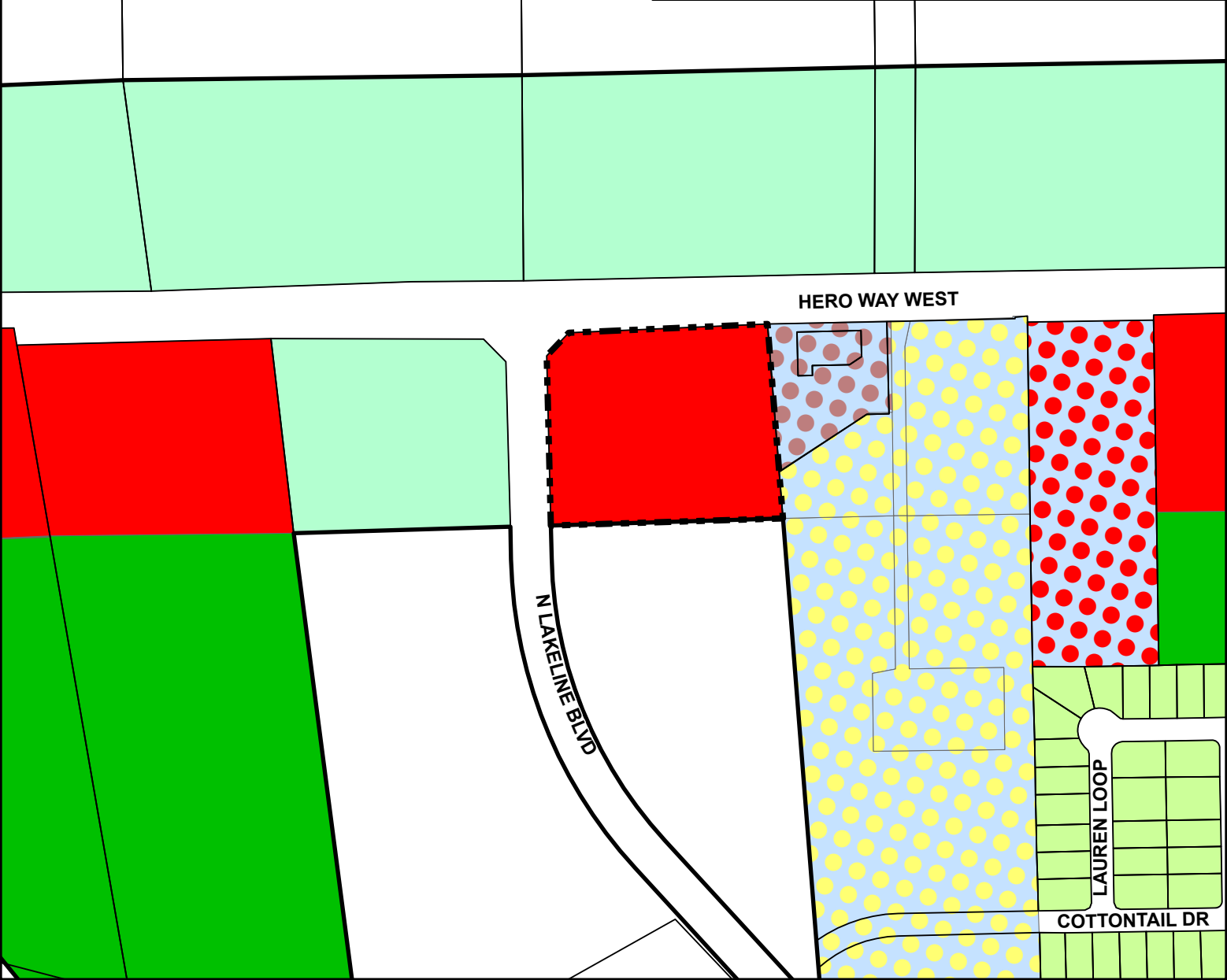
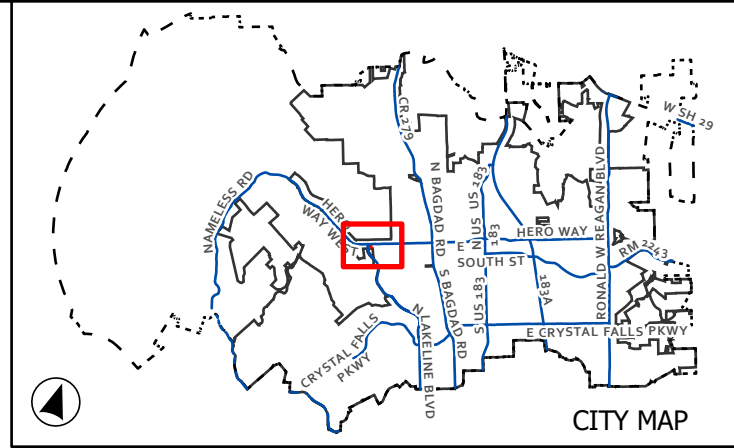
ATTACHMENT 4

GILPIN PROJECT

Public Notification

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CASE: Z-24-0142

ATTACHMENT 5

GILPIN PROJECT

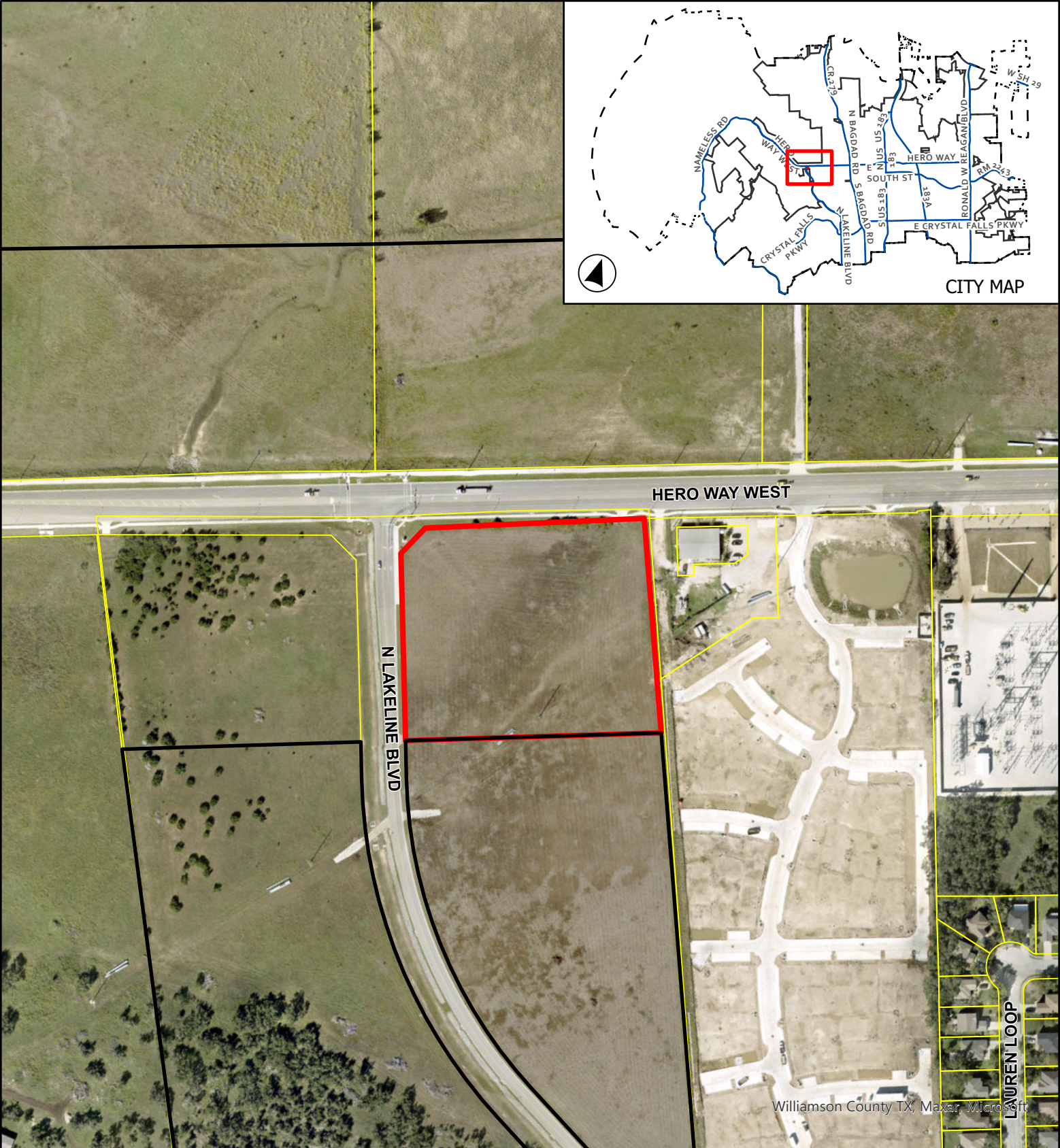
Proposed Zoning

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- | | |
|--------------------------------|---------------------------|
| Leander City Limits | SFU - Single-Family Urban |
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| Subject Boundary | PUD - Single-Family |
| SFR - Single-Family Rural | PUD - Local Commercial |
| SFS - Single-Family Suburban | PUD - General Commercial |


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Feet
Page 59 of 64



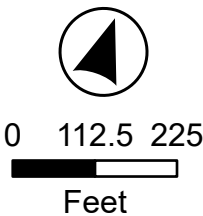
CASE: Z-24-0142

ATTACHMENT 6

GILPIN PROJECT

Aerial Map

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- Leander City Limits
- Subject Boundary

City of Leander

105 N. Brushy Street

Leander, TX 78641

Dear Leander City Staff and Council,

I am writing to formally request a change in zoning designation for the property located at the southeast corner of Hero Way and Lakeline, Blvd. in Leander, Texas, legal description is, 5.094 acres situated in the Moses S Hornsby survey, abstract No. 292 in Williamson County, Texas. Being a portion of that certain 37.06 acre tract conveyed to Nancy L. Rosenbusch Gilpin and Husband John Gilpin, by deed of record in Volume 1703, page 544 of the deed records of Williamson County, Texas; said 5.094 acre tract being more particularly described by metes and bounds attached hereto, from Single Family Suburban Residential (SFS-2-B) to General Commercial-3-C (GC-3-C). This proposal aligns with the city's future land use plan, particularly the "activity center" concept, and promises to deliver significant benefits to the city of Leander.

****Project Overview and Alignment with the City's Plan:****

The proposed project involves the development of a mixed-use commercial area that will include retail stores, office spaces, dining establishments, and entertainment venues. The design and layout of the development are detailed in the attached exhibits, which outline the site plans, building elevations, and landscape designs.

****Economic and Community Benefits:****

I. **Increased Sales Tax Revenue:**

- The transition to a commercial zoning designation will facilitate the establishment of businesses that generate sales tax revenue. This influx of revenue will enhance the city's financial resources, enabling the funding of public services and infrastructure improvements.

2. **Job Creation:**

- The development will create numerous employment opportunities for residents, from construction jobs during the development phase to permanent positions in retail, office, and service sectors upon completion.

3. ****Enhanced Amenities and Services:****

- Residents will benefit from increased access to a variety of amenities and services. The convenience of having shopping, dining, and entertainment options within close proximity will improve the quality of life for Leander's residents.

4. ****Stimulating Economic Growth:****

- The presence of a vibrant commercial hub will attract further investment and development in the surrounding areas, fostering overall economic growth and diversification.

****Consistency with the Future Land Use Plan:****

The city's future land use plan designates the area as an "activity center," aimed at fostering vibrant, mixed-use developments that combine commercial, residential, and recreational spaces. The proposed rezoning and subsequent development are in direct alignment with this vision, promoting a balanced and sustainable community growth strategy.

****Supporting Exhibits:****

To provide a comprehensive understanding of the proposed development, I have attached the following exhibits:

- Exhibit A: Conceptual Plan
- Exhibit B: Building Elevations

These exhibits illustrate the thoughtful planning and design considerations that have been incorporated to ensure the project enhances the community while maintaining a harmonious relationship with the existing residential areas.

****Conclusion:****

In conclusion, the proposed zoning change from SFSR to GC-3 is a strategic move that promises to bring substantial economic and community benefits to the city of Leander. I respectfully request the City Council's favorable consideration of this zoning change, as it is a pivotal step

toward realizing the city's vision of a dynamic and prosperous activity center.

Thank you for your time and consideration. I look forward to the opportunity to discuss this proposal further and to contribute to the continued growth and success of Leander.

Sincerely,

Jennifer Jensen, Agent

A handwritten signature in black ink, appearing to read "Jennifer Jensen", with a stylized, wavy line extending from the end.

update as of 9/4

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

1. How and when were the surrounding neighborhood and residential property owners within 500' notified, how was information shared, and who was directly involved in the communication process? Please provide the address of the properties notified and the name and contact information of the residents directly involved in the communication process. Attach any materials that were distributed.

We held a zoom meeting and an in person meeting, but no one came. Jody Giddens and another neighbor called and verbally gave their support of the project and were very positive. We have not received negative feedback thus far.

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

All required neighbors. Info in original submission.

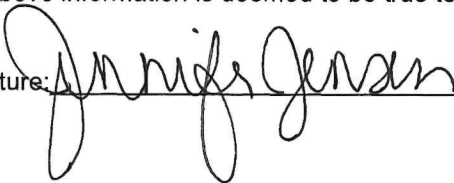
3. What concerns were raised during these communications?

No concerns have been raised. All positive

4. What specific conditions were added to or modified within the zoning request in response to the concerns raised at the meeting?

N/A

The above information is deemed to be true to the best of my knowledge.

Signature: 

Date

9/4/24