



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, October 24, 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 17, 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 October 10, 2024.
7. Approval of the submittal schedule for Subdivision, Site Development Applications, and Dry Utility Applications pursuant to Article IX, Section 9 (a) (1) b. of the Composite Zoning Ordinance and Article II, Section 20 (e) of the Subdivision Ordinance; Leander, Williamson & Travis Counties, Texas.

PUBLIC HEARING: ACTION

8. Conduct a Public Hearing and consider action regarding Ordinance Case OR-24-0025 to amend the Composite Zoning Ordinance Article V, Section 2(b)(2) to modify the building size requirements, and to provide for related matters; Williamson & Travis Counties, Texas.
 - Discuss and consider action regarding Ordinance Case OR-24-0025 as described above.

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

REGULAR AGENDA

9. 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 18th day of October 2024 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



Ellen Coufal, Secretary



EXECUTIVE SUMMARY
10/24/2024

AGENDA SUBJECT:

Approval of the minutes for meeting held on October 10, 2024.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

Planning & Zoning Commission

RECOMMENDATION:

Staff recommends approval of the minutes.

PRESENTER:

Ellen Coufal, Senior Planning Coordinator

Attachments:

1. Att 1 Draft Planning & Zoning Commission Minutes October 10, 2024



**MINUTES
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

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All present except Commissioner Deirdre Moss.
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.]

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve Consent Agenda Item # 6.

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

By: Board Member May
Seconded: Board Member Calame

Vote: 6 - 0 None

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 ± 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.

Marshall Hines, 1801 Montana Leander, TX 78641 spoke in opposition to the request.
Peter Maselli, 257 John Webster St Leander, TX 78641 spoke in favor to the request.

Motion to approve CPA-24-0014.

By: Board Member Calame
Seconded: Board Member Lantrip

Vote: 3 - 3 Board Member Mahan, Board Member Cosgrove, Board Member Oliver

Motion Failed.

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.

No one spoke in favor or opposition of the request.

Motion to approve Zoning Case Z-24-0120.

By: Board Member Lantrip
Seconded: Board Member Calame

Vote: 6 - 0 None

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.

No one spoke in favor or opposition of the request.

Motion to approve Zoning case Z-24-0137.

By: Board Member Mahan

Seconded: Board Member Cosgrove

Vote: 6 - 0 None

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.

No one spoke in favor or in opposition of the request.

Motion to approve Zoning case Z-24-0142.

By: Board Member Mahan

Seconded: Board Member Oliver

Vote: 6 - 0 None

REGULAR AGENDA

11. Adjournment
Meeting adjourned at 7:24 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
10/24/2024

AGENDA SUBJECT:

Approval of the submittal schedule for Subdivision, Site Development Applications, and Dry Utility Applications pursuant to Article IX, Section 9 (a) (1) b. of the Composite Zoning Ordinance and Article II, Section 20 (e) of the Subdivision Ordinance; Leander, Williamson & Travis Counties, Texas.

BACKGROUND:

The Subdivision Ordinance and Composite Zoning Ordinance require that the Director of Planning presents a submittal schedule for Subdivision, Site Development, and Dry Utility Applications to the Planning & Zoning Commission for approval. This submittal schedule shall be reviewed and approved annually by the Commission. This item is a housekeeping item and the schedule is based on the Commission hearing dates and the scheduling requirements of the ordinance.

HISTORY/TIMELINE:

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

Staff recommends approval of the schedule.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. Att 1 Summittal Schedule

CITY OF LEANDER ALTERNATIVE SUBMITTAL SCHEDULE

All Applications

SCHEDULE									
FIRST REVIEW					FOLLOW UP REVIEWS, DRY UTILITY, EASEMENTS & REVISIONS				
Filing Date (Tuesday by 5:00 p.m.)	Distribution Date (Wednesday)	Staff Comments Due (Wednesday)	Comments uploaded to the Dev Hub (Friday)	Business Days from Filing Date	Filing Date (Tuesday by 5:00 p.m.)	Distribution Date (Wednesday)	Staff Comments Due (Wednesday)	Comments uploaded to the Dev Hub (Friday)	Business Days from Filing Date
12/17/2024	12/18/2024	1/15/2025	1/17/2025	20	12/17/2024	12/18/2024	12/31/2024	1/3/2025	10
12/24/2024	NO SUBMITTALS				12/24/2024	NO SUBMITTALS			
12/31/2024	1/2/2025	1/29/2025	1/31/2025	22	12/31/2024	1/2/2025	1/15/2025	1/17/2025	13
1/7/2025	1/8/2025	2/5/2025	2/7/2025	23	1/7/2025	1/8/2025	1/22/2025	1/24/2025	13
1/14/2025	1/15/2025	2/12/2025	2/14/2025	23	1/14/2025	1/15/2025	1/29/2025	1/31/2025	13
1/21/2025	1/22/2025	2/19/2025	2/21/2025	24	1/21/2025	1/22/2025	2/5/2025	2/7/2025	14
1/28/2025	1/29/2025	2/26/2025	2/28/2025	24	1/28/2025	1/29/2025	2/12/2025	2/14/2025	14
2/4/2025	2/5/2025	3/5/2025	3/7/2025	24	2/4/2025	2/5/2025	2/19/2025	2/21/2025	14
2/11/2025	2/12/2025	3/12/2025	3/14/2025	24	2/11/2025	2/12/2025	2/26/2025	2/28/2025	14
2/18/2025	2/19/2025	3/19/2025	3/21/2025	24	2/18/2025	2/19/2025	3/5/2025	3/7/2025	14
2/25/2025	2/26/2025	3/26/2025	3/28/2025	24	2/25/2025	2/26/2025	3/12/2025	3/14/2025	14
3/4/2025	3/5/2025	4/2/2025	4/4/2025	24	3/4/2025	3/5/2025	3/19/2025	3/21/2025	14
3/11/2025	3/12/2025	4/9/2025	4/11/2025	24	3/11/2025	3/12/2025	3/26/2025	3/28/2025	14
3/18/2025	3/19/2025	4/16/2025	4/17/2025	23	3/18/2025	3/19/2025	4/2/2025	4/4/2025	14
3/25/2025	3/26/2025	4/23/2025	4/25/2025	23	3/25/2025	3/26/2025	4/9/2025	4/11/2025	14
4/1/2025	4/2/2025	4/30/2025	5/2/2025	23	4/1/2025	4/2/2025	4/16/2025	4/17/2025	13
4/8/2025	4/9/2025	5/7/2025	5/9/2025	23	4/8/2025	4/9/2025	4/23/2025	4/25/2025	13
4/15/2025	4/16/2025	5/14/2025	5/16/2025	23	4/15/2025	4/16/2025	4/30/2025	5/2/2025	13
4/22/2025	4/23/2025	5/21/2025	5/23/2025	24	4/22/2025	4/23/2025	5/7/2025	5/9/2025	14
4/29/2025	4/30/2025	5/28/2025	5/30/2025	23	4/29/2025	4/30/2025	5/14/2025	5/16/2025	14
5/6/2025	5/7/2025	6/4/2025	6/6/2025	23	5/6/2025	5/7/2025	5/21/2025	5/23/2025	14
5/13/2025	5/14/2025	6/11/2025	6/13/2025	23	5/13/2025	5/14/2025	5/28/2025	5/30/2025	13
5/20/2025	5/21/2025	6/18/2025	6/20/2025	22	5/20/2025	5/21/2025	6/4/2025	6/6/2025	13
5/27/2025	5/28/2025	6/25/2025	6/27/2025	23	5/27/2025	5/28/2025	6/11/2025	6/13/2025	14
6/3/2025	6/4/2025	7/2/2025	7/3/2025	22	6/3/2025	6/4/2025	6/18/2025	6/20/2025	13
6/10/2025	6/11/2025	7/9/2025	7/11/2025	22	6/10/2025	6/11/2025	6/25/2025	6/27/2025	13
6/17/2025	6/18/2025	7/16/2025	7/18/2025	22	6/17/2025	6/18/2025	7/2/2025	7/3/2025	12
6/24/2025	6/25/2025	7/23/2025	7/25/2025	23	6/24/2025	6/25/2025	7/9/2025	7/11/2025	13
7/1/2025	7/2/2025	7/30/2025	8/1/2025	23	7/1/2025	7/2/2025	7/16/2025	7/18/2025	13
7/8/2025	7/9/2025	8/6/2025	8/8/2025	24	7/8/2025	7/9/2025	7/23/2025	7/25/2025	14
7/15/2025	7/16/2025	8/13/2025	8/15/2025	24	7/15/2025	7/16/2025	7/30/2025	8/1/2025	14
7/22/2025	7/23/2025	8/20/2025	8/22/2025	24	7/22/2025	7/23/2025	8/6/2025	8/8/2025	14
7/29/2025	7/30/2025	8/27/2025	8/29/2025	24	7/29/2025	7/30/2025	8/13/2025	8/15/2025	14
8/5/2025	8/6/2025	9/3/2025	9/5/2025	23	8/5/2025	8/6/2025	8/20/2025	8/22/2025	14
8/12/2025	8/13/2025	9/10/2025	9/12/2025	23	8/12/2025	8/13/2025	8/27/2025	8/29/2025	14
8/19/2025	8/20/2025	9/17/2025	9/19/2025	23	8/19/2025	8/20/2025	9/3/2025	9/5/2025	13
8/26/2025	8/27/2025	9/24/2025	9/26/2025	23	8/26/2025	8/27/2025	9/10/2025	9/12/2025	13
9/2/2025	9/3/2025	10/1/2025	10/3/2025	24	9/2/2025	9/3/2025	9/17/2025	9/19/2025	14
9/9/2025	9/10/2025	10/8/2025	10/10/2025	24	9/9/2025	9/10/2025	9/24/2025	9/26/2025	14
9/16/2025	9/17/2025	10/15/2025	10/17/2025	24	9/16/2025	9/17/2025	10/1/2025	10/3/2025	14
9/23/2025	9/24/2025	10/22/2025	10/24/2025	24	9/23/2025	9/24/2025	10/8/2025	10/10/2025	14
9/30/2025	10/1/2025	10/29/2025	10/31/2025	24	9/30/2025	10/1/2025	10/15/2025	10/17/2025	14
10/7/2025	10/8/2025	11/5/2025	11/7/2025	24	10/7/2025	10/8/2025	10/22/2025	10/24/2025	14
10/14/2025	10/15/2025	11/12/2025	11/14/2025	23	10/14/2025	10/15/2025	10/29/2025	10/31/2025	14
10/21/2025	10/22/2025	11/19/2025	11/21/2025	23	10/21/2025	10/22/2025	11/5/2025	11/7/2025	14
10/28/2025	10/29/2025	11/26/2025	11/26/2025	21	10/28/2025	10/29/2025	11/12/2025	11/14/2025	13
11/4/2025	11/5/2025	12/3/2025	12/5/2025	21	11/4/2025	11/5/2025	11/19/2025	11/21/2025	13
11/10/2025	11/12/2025	12/10/2025	12/12/2025	22	11/10/2025	NO SUBMITTALS			
11/18/2025	11/19/2025	12/17/2025	12/19/2025	22	11/18/2025	11/19/2025	12/3/2025	12/5/2025	12
11/25/2025	NO SUBMITTALS				11/25/2025	11/26/2025	12/10/2025	12/12/2025	12
12/2/2025	12/3/2025	12/31/2025	1/2/2026	20	12/2/2025	12/3/2025	12/17/2025	12/19/2025	14
12/9/2025	12/10/2025	1/7/2026	1/9/2026	20	12/9/2025	NO SUBMITTALS			
12/16/2025	12/17/2025	1/14/2026	1/16/2026	20	12/16/2025	12/17/2025	12/31/2025	1/2/2026	10
12/23/2025	NO SUBMITTALS				12/23/2025	NO SUBMITTALS			
12/30/2025	12/31/2025	1/28/2026	1/30/2026	22	12/30/2025	12/31/2025	1/14/2026	1/16/2026	13
1/6/2026	1/7/2026	2/4/2026	2/6/2026	23	1/6/2026	1/7/2026	1/21/2026	1/23/2026	13
1/13/2026	1/14/2026	2/11/2026	2/13/2026	23	1/13/2026	1/14/2026	1/28/2026	1/30/2026	13
1/20/2026	1/21/2026	2/18/2026	2/20/2026	24	1/20/2026	1/21/2026	2/4/2026	2/6/2026	14
1/27/2026	1/28/2026	2/25/2026	2/27/2026	24	1/27/2026	1/28/2026	2/11/2026	2/13/2026	14
2/3/2026	2/4/2026	3/4/2026	3/6/2026	24	2/3/2026	2/4/2026	2/18/2026	2/20/2026	14
2/10/2026	2/11/2026	3/11/2026	3/13/2026	24	2/10/2026	2/11/2026	2/25/2026	2/27/2026	14
2/17/2026	2/18/2026	3/18/2026	3/20/2026	24	2/17/2026	2/18/2026	3/4/2026	3/6/2026	14
2/24/2026	2/25/2026	3/25/2026	3/27/2026	24	2/24/2026	2/25/2026	3/11/2026	3/13/2026	14
3/3/2026	3/4/2026	4/1/2026	4/2/2026	23	3/3/2026	3/4/2026	3/18/2026	3/20/2026	14
3/10/2026	3/11/2026	4/8/2026	4/10/2026	23	3/10/2026	3/11/2026	3/25/2026	3/27/2026	14

- NOTES:
- Applications will be scheduled for review by the Commission and/or Council when all comments are cleared as required.
 - Dates are subject to change. Holidays and emergency closures may warrant a change to the schedule for both submittals and comment response dates.
 - Initial submittals are reviewed to ensure completeness prior to acceptance of application for review.
 - Submittals may be uploaded to the Development Hub at any time, but will not be processed for review outside of the submittal schedule.

Red Text = Alternative Date if required date is impacted by a City Holiday

CITY OF LEANDER STANDARD SUBMITTAL SCHEDULE

All Subdivision Applications

SCHEDULE											
INITIAL REVIEW - FIRST 30 DAYS						RESUBMITTAL - 15 DAYS					
Submittal Date (Tuesday by 5:00 p.m.)	Filing / Distribution Date (Wednesday)	Staff Comments Due (Tuesday before Agenda Posting)	Agenda Posted Friday Before Meeting - Approval / Disapproval Letter provided to Applicant	PLANNING & ZONING COMMISSION (Thursday)	Days from Filing Date	Submittal Date (Tuesday by 5:00 p.m.)	Filing / Distribution Date (Wednesday)	Staff Comments Due (Tuesday before Agenda Posting)	Agenda Posted Friday Before Meeting - Approval / Disapproval Letter provided to Applicant	PLANNING & ZONING COMMISSION (Thursday)	Days from Filing Date
10/15/2024	10/16/2024	11/5/2024	11/8/2024	11/14/2024	30	10/29/2024	10/30/2024	11/5/2024	11/8/2024	11/14/2024	15
11/12/2024	11/13/2024	12/3/2024	12/6/2024	12/12/2024	30	11/26/2024	11/27/2024	12/3/2024	12/6/2024	12/12/2024	15
12/10/2024	12/11/2024	12/31/2024	1/3/2025	1/9/2025	30	12/24/2024	12/25/2024	12/31/2024	1/3/2025	1/9/2025	15
12/24/2024	12/25/2024	1/14/2025	1/17/2025	1/23/2025	30	1/7/2025	1/8/2025	1/14/2025	1/17/2025	1/23/2025	15
1/14/2025	1/15/2025	2/4/2025	2/7/2025	2/13/2025	30	1/28/2025	1/29/2025	2/4/2025	2/7/2025	2/13/2025	15
1/28/2025	1/29/2025	2/18/2025	2/21/2025	2/27/2025	30	2/11/2025	2/12/2025	2/18/2025	2/21/2025	2/27/2025	15
2/11/2025	2/12/2025	3/4/2025	3/7/2025	3/13/2025	30	2/25/2025	2/26/2025	3/4/2025	3/7/2025	3/13/2025	15
2/25/2025	2/26/2025	3/18/2025	3/21/2025	3/27/2025	30	3/11/2025	3/12/2025	3/18/2025	3/21/2025	3/27/2025	15
3/11/2025	3/12/2025	4/1/2025	4/4/2025	4/10/2025	30	3/25/2025	3/26/2025	4/1/2025	4/4/2025	4/10/2025	15
3/25/2025	3/26/2025	4/15/2024	4/17/2025	4/24/2025	30	4/8/2025	4/9/2025	4/15/2024	4/17/2025	4/24/2025	15
4/8/2025	4/9/2025	4/29/2025	5/2/2025	5/8/2025	30	4/22/2025	4/23/2025	4/29/2025	5/2/2025	5/8/2025	15
4/22/2025	4/23/2025	5/13/2025	5/16/2025	5/22/2025	30	5/6/2025	5/7/2025	5/13/2025	5/16/2025	5/22/2025	15
5/13/2025	5/14/2025	6/3/2025	6/6/2025	6/12/2025	30	5/27/2025	5/28/2025	6/3/2025	6/6/2025	6/12/2025	15
5/27/2025	5/28/2025	6/17/2025	6/20/2025	6/26/2025	30	6/10/2025	6/11/2025	6/17/2025	6/20/2025	6/26/2025	15
6/10/2025	6/11/2025	7/1/2025	7/3/2025	7/10/2025	30	6/24/2025	6/25/2025	7/1/2025	7/3/2025	7/10/2025	15
6/24/2025	6/25/2025	7/15/2025	7/18/2025	7/24/2025	30	7/8/2025	7/9/2025	7/15/2025	7/18/2025	7/24/2025	15
7/15/2025	7/16/2025	8/5/2025	8/8/2025	8/14/2025	30	7/29/2025	7/30/2025	8/5/2025	8/8/2025	8/14/2025	15
7/29/2025	7/30/2025	8/19/2025	8/22/2025	8/28/2025	30	8/12/2025	8/13/2025	8/19/2025	8/22/2025	8/28/2025	15
8/12/2025	8/13/2025	9/2/2025	9/5/2025	9/11/2025	30	8/26/2025	8/27/2025	9/2/2025	9/5/2025	9/11/2025	15
8/26/2025	8/27/2025	9/16/2025	9/19/2025	9/25/2025	30	9/9/2025	9/10/2025	9/16/2025	9/19/2025	9/25/2025	15
9/9/2025	9/10/2025	9/30/2025	10/3/2025	10/9/2025	30	9/23/2025	9/24/2025	9/30/2025	10/3/2025	10/9/2025	15
9/23/2025	9/24/2025	10/14/2025	10/17/2025	10/23/2025	30	10/7/2025	10/8/2025	10/14/2025	10/17/2025	10/23/2025	15
10/14/2025	10/15/2025	11/4/2025	11/7/2025	11/13/2025	30	10/28/2025	10/29/2025	11/4/2025	11/7/2025	11/13/2025	15
11/11/2025	11/12/2025	12/2/2025	12/5/2025	12/11/2025	30	11/25/2025	11/26/2025	12/2/2025	12/5/2025	12/11/2025	15
12/9/2025	12/10/2025	12/30/2025	1/2/2026	1/8/2026	30	12/23/2025	12/23/2025	12/30/2025	1/2/2026	1/8/2026	16
1/13/2026	1/14/2026	2/3/2026	2/6/2026	2/12/2026	30	1/27/2026	1/28/2026	2/3/2026	2/6/2026	2/12/2026	15
1/27/2026	1/28/2026	2/17/2026	2/20/2026	2/26/2026	30	2/10/2026	2/11/2026	2/17/2026	2/20/2026	2/26/2026	15
2/10/2026	2/11/2026	3/3/2026	3/6/2026	3/12/2026	30	2/24/2026	2/25/2026	3/3/2026	3/6/2026	3/12/2026	15
2/24/2026	2/25/2026	3/17/2026	3/20/2026	3/26/2026	30	3/10/2026	3/11/2026	3/17/2026	3/20/2026	3/26/2026	15
3/10/2026	3/11/2026	3/31/2026	4/2/2026	4/9/2026	30	3/24/2026	3/25/2026	3/31/2026	4/2/2026	4/9/2026	15
3/24/2026	3/25/2026	4/14/2026	4/17/2026	4/23/2026	30	4/7/2026	4/8/2026	4/14/2026	4/17/2026	4/23/2026	15
4/14/2026	4/15/2026	5/5/2026	5/8/2026	5/14/2026	30	4/28/2026	4/29/2026	5/5/2026	5/8/2026	5/14/2026	15
4/28/2026	4/29/2026	5/19/2026	5/22/2026	5/28/2026	30	5/12/2026	5/13/2026	5/19/2026	5/22/2026	5/28/2026	15
5/12/2026	5/13/2026	6/2/2026	6/5/2026	6/11/2026	30	5/26/2026	5/27/2026	6/2/2026	6/5/2026	6/11/2026	15
5/26/2026	5/27/2026	6/16/2026	6/18/2026	6/25/2026	30	6/9/2026	6/10/2026	6/16/2026	6/18/2026	6/25/2026	15
6/9/2026	6/10/2026	6/30/2026	7/2/2026	7/9/2026	30	6/23/2026	6/24/2026	6/30/2026	7/2/2026	7/9/2026	15
6/23/2026	6/24/2026	7/14/2026	7/17/2026	7/23/2026	30	7/7/2026	7/8/2026	7/14/2026	7/17/2026	7/23/2026	15
7/14/2026	7/15/2026	8/4/2026	8/7/2026	8/13/2026	30	7/28/2026	7/29/2026	8/4/2026	8/7/2026	8/13/2026	15
7/28/2026	7/29/2026	8/18/2026	8/21/2026	8/27/2026	30	8/11/2026	8/12/2026	8/18/2026	8/21/2026	8/27/2026	15
8/11/2026	8/12/2026	9/1/2026	9/4/2026	9/10/2026	30	8/25/2026	8/26/2026	9/1/2026	9/4/2026	9/10/2026	15
8/25/2026	8/26/2026	9/15/2026	9/18/2026	9/24/2026	30	9/8/2026	9/9/2026	9/15/2026	9/18/2026	9/24/2026	15
9/8/2026	9/9/2026	9/29/2026	10/2/2026	10/8/2026	30	9/22/2026	9/23/2026	9/29/2026	10/2/2026	10/8/2026	15
9/22/2026	9/23/2026	10/13/2026	10/16/2026	10/22/2026	30	10/6/2026	10/7/2026	10/13/2026	10/16/2026	10/22/2026	15
10/13/2026	10/14/2026	11/3/2026	11/6/2026	11/12/2026	30	10/27/2026	10/28/2026	11/3/2026	11/6/2026	11/12/2026	15
11/10/2026	11/10/2026	12/1/2026	12/4/2026	12/10/2026	30	11/24/2026	11/25/2026	12/1/2026	12/4/2026	12/10/2026	15

- NOTES:
1. This schedule applies to projects that are reviewed and approved by the Commission. All Concept Plans require a review by the Commission and approval by the Council.
 2. Minor Revision Preliminary Plats, Amended Final Plats, and Construction Plans may be approved adminstratively if they are are in compliance with the ordinance and there are no staff comments.
 3. Dates are subject to change. Holidays and emergency closures may warrant a change to the schedule for both submittals and comment response dates.
 4. Initial submittals are reviewed to ensure completeness prior to acceptance of application for review.
 5. Submittals may be uploaded to the Development Hub at any time, but will not be processed for review outside of the submittal schedule.

Red Text = Alternative Date if required date falls on a City Holiday



EXECUTIVE SUMMARY 10/24/2024

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Ordinance Case OR-24-0025 to amend the Composite Zoning Ordinance Article V, Section 2(b)(2) to modify the building size requirements, and to provide for related matters; Williamson & Travis Counties, Texas.

- Discuss and consider action regarding Ordinance Case OR-24-0025 as described above.

BACKGROUND:

This request is the first step in the ordinance amendment process. The Composite Zoning Ordinance provides three components to make up a zoning district in order to provide more flexibility. These components include:

- Use Component – This component identifies the permitted uses for the property.
- Site Component – This component determines the permitted uses that may be conducted outside, physical size of buildings and hours of operation.
- Architectural Component – This component provides requirements for the vertical structures including percentage of window and door openings, architectural features.

Overtime, staff has observed an increase in Minor PUD (Planned Unit Development) requests to allow for an increase in the maximum building size associated with the Type 2 Site Component. Staff supports amendments to the zoning to allow the increase when the property is not adjacent to a residential subdivision. Staff proposes amending the requirements to not apply the building size restriction in instances where the development is not adjacent to residential development.

CURRENT LANGUAGE:

Individual users shall not exceed 40,000 gross square feet of floor area in a single building. A single building may not exceed 60,000 square feet of floor area.

PROPOSED LANGUAGE:

Individual users shall not exceed 40,000 gross square feet of floor area in a single building. A single building may not exceed 60,000 square feet of floor area. **The building size limitation only applies to properties that abut property utilized for a single-family or two-family residences and zoned for single-family or two-family uses, including, land located within a Planned Unit Development (PUD) (the “Residentially Zoned Property”). The term Residentially Zoned Property excludes property that is zoned to Interim Zoning District SFR-1-B pursuant to Article II, Section 3 of this Ordinance, unless there is an approved concept plan, preliminary plat, final plat, or site development permit for single-family or two-family uses of such property.**

HISTORY/TIMELINE:

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

Staff recommends approval of the ordinance amendment.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. OR-24-0025 Att 1 CZO Type 2 Ordinance

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEANDER, TEXAS, AMENDING SECTIONS OF ARTICLE 14.02, THE COMPOSITE ZONING ORDINANCE TO AMEND THE COMPOSITE ZONING ORDINANCE TO UPDATE THE BUILDING SIZE MAXIMUMS ASSOCIATED WITH THE TYPE 2 SITE COMPONENT, AND PROVIDE FOR RELATED MATTERS; PROVIDING A SEVERABILITY CLAUSE, PROVIDING SAVINGS, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES, AND PROVIDING FOR RELATED MATTERS.

WHEREAS, the City sees a need to update the maximum building size requirements that are associated with the Type 2 Site Component in order to accommodate commercial projects that are not adjacent to residential developments.

WHEREAS, the Planning & Zoning Commission held a public hearing on the proposed amendments to Section 14.02.001, Article 14.02, Chapter 14, Leander Code of Ordinances (the “Composite Zoning Ordinance”), and forwarded its recommendation on the amendments to the City Council; and

WHEREAS, after publishing notice of the public hearing at least fifteen (15) days prior to the date of such hearing, the City Council at a public hearing has reviewed the request and the circumstances of the Property and finds that a substantial change in circumstances of the Property, sufficient to warrant a change in the zoning of the Property, has transpired;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEANDER, TEXAS, THAT:

SECTION 1. Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

SECTION 2. Amendment of Article V, Section 2 (b)(2)(v). Article V, Section 2 (b)(v) of the Composite Zoning Ordinance is hereby amended as follows:

- (v) Individual users shall not exceed 40,000 gross square feet of floor area in a single building. A single building may not exceed 60,000 square feet of floor area. The building size limitation only applies to properties that abut property utilized for a single-family or two-family residences and zoned for single-family or two-family uses, including, land located within a Planned Unit Development (PUD) (the “Residentially Zoned Property”). The term Residentially Zoned Property excludes property that is zoned to Interim Zoning District SFR-1-B pursuant to Article II, Section 3 of this Ordinance, unless there is an approved concept plan, preliminary plat, final plat, or site development permit for single-family or two-family uses of such property.

SECTION 3. Conflicting Ordinances. Exhibit " A", Chapter 14, Leander Code of Ordinances is amended as provided herein. All ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance as adopted herein, are hereby amended to the extent of such conflict. In the event of a conflict or inconsistency between this ordinance and any other code or ordinance of the City, the terms and provisions of this ordinance shall govern.

SECTION 4. Savings Clause. All rights and remedies of the City of Leander are expressly saved as to any and all violations of the provisions of any ordinances affecting subdivision within the City which have accrued at the time of the effective date of this ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this ordinance but may be prosecuted until final disposition by the courts.

SECTION 5. Effective Date. This ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Tex. Loc. Gov't. Code and the City Charter

SECTION 6. Severability. Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portion or portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

SECTION 7. Open Meetings. That it is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapt. 551, Loc. Gov't. Code.

PASSED AND APPROVED on First Reading this the 7th day of November, 2024.

FINALLY PASSED AND APPROVED on this the 21st day of November, 2024.

ATTEST:

THE CITY OF LEANDER, TEXAS:

Dara Crabtree, City Secretary

Christine DeLisle, Mayor