



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, January 23, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Ron May
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
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 January 16, 2025 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 January 9, 2025.
7. Approval of the Minor Site Development – Brush Clearing Application Form pursuant to Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance; Leander, Williamson & Travis Counties, Texas.
8. Approval of the extension of the application expiration for Site Development Case SD-23-0105 Travisso Village C-Store Site Development; more particularly described by Travis Central Appraisal District Parcel 998784, commonly known as 2940 Travisso Parkway, Leander, Travis County, Texas.

PUBLIC HEARING: ACTION

9. Conduct a Public Hearing and consider action on Subdivision Case SFP-22-0002 and Variance Case VA-22-0001 to approve the Leander Business Center Short Form Final Plat and Variance on one (1) parcel of land approximately 10.251 acres ± in size, more particularly described by Williamson Central

Appraisal District R031713; generally located at 80 Mockingbird Hill, Leander, Williamson County, Texas. **Postponed.**

10. Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0152 to amend the current zoning of TOD/PUD-CD (Transit Oriented Development/ Planned Unit Development – Conventional Development Sector) to adopt the San Gabriel Project Minor PUD (Planned Unit Development) with the base zoning district of GC-2-A (General Commercial) on two (2) parcels of land approximately 6.09 acres ± in size, more particularly described by Williamson County Central Appraisal District Parcel R089421 and R458174; and generally located at the intersection of San Gabriel Parkway and US 183 between west of the railroad tracks and east of US 183, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case Z-24-0152 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. Discuss and consider action on Tree Removal Case TRP-24-0025 regarding the removal of all trees on site including two (2) Significant Trees greater than eighteen (18) caliper inches associated with the Wildcat Fuel Site Development Project SD-23-0086 located at 807 Crystal Falls Parkway, Leander, Williamson County, Texas.
 1. Staff Presentation
 2. Applicant Presentation
 3. Discussion
 4. Consider Action
12. Discuss and consider action on Tree Removal Case TRP-24-0034 regarding removal of two (2) Heritage Trees associated with the Wildspring subdivision and the CR 175 Public Improvement Construction Plan Case PICP-23-0052 generally located northwest of the intersection of CR 177 and CR 175, Leander, Williamson County, Texas.
 1. Staff Presentation
 2. Applicant Presentation
 3. Discussion
 4. Consider Action
13. Discussion regarding the Comprehensive Plan Implementation Schedule, Leander, Williamson & Travis Counties, Texas.
 - a. Staff Presentation
 - b. Discussion
14. 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 17th day of January 2025 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

Veronica Tovar

Veronica Tovar, Secretary



**EXECUTIVE SUMMARY
1/23/2025**

AGENDA SUBJECT:

Approval of the minutes for meeting held on January 9, 2025.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

PRESENTER:

Attachments:

1. 1-9-2025 P & Z Minutes



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, January 9, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Ron May
Place 4 – Tara LeDay**

**Place 5 – James Oliver, Chair
Place 6 – Laura Lantrip
Place 7 – Scott Calame, Vice-Chair
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 present except Chair James Oliver and Commissioner Donnie Mahan.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the January 2, 2025 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 items 6-8.

By: Board Member Lantrip

Seconded: Board Member LeDay

Vote: 5 - 0 None

6. Approval of the minutes for meeting held on December 12, 2024.
7. Approval of the extension of the application expiration for Site Development Case SD-23-0112 Municipal Drive; more particularly described by Williamson Central Appraisal District Parcel R418622, generally located northwest of the intersection of S. Bagdad Road and Municipal Drive, Leander, Williamson County, Texas.

8. Approval of the extension of the application expiration for Site Development Case SD-23-0133 Northline Block B; more particularly described by Williamson Central Appraisal District Parcel R458187, generally located northwest of the terminus of Northline Street, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

9. Conduct a Public Hearing and consider action regarding Comprehensive Plan Case CPA-24-0015 to amend the Comprehensive Plan land use category from Employment Center to Neighborhood Residential and to conduct a Public Hearing and consider action regarding Zoning Case Z-24-0147 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to SFE-2-A (Single-Family Estate) on one (1) parcel of land approximately 20.536 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R392186; and generally located east of CR 175, approximately 250 feet north of Carthage Street, Leander, Williamson County, Texas.

- Discuss and consider action regarding Comprehensive Plan Case CPA-24-0015 as described above.
- Discuss and consider action regarding Zoning Case Z-24-0147 as described above.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:08 p.m.

Jody Brodhecker, 301 CR 175, Leander, TX 78641, spoke in favor of the request.

Motion to approve Comprehensive Plan Case CPA-24-0015, following a discussion.

By: Board Member Lantrip

Seconded: Board Member LeDay

Vote: 5 - 0 None

Motion to approve Zoning request Z-24-0147, following a discussion.

By: Board Member Morales

Seconded: Board Member LeDay

Vote: 5 - 0 None

10. Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0137 to amend the current zoning of PAG Leander H1 PUD (Planned Unit Development) with a base zoning district of GC-4-A (General Commercial) to allow for an automobile dealership with unlimited outdoor storage without a primary structure on one (1) parcel of land approximately 6.592 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R578129; and legally described as Lot 1, Block A of the PAG Leander H1 Subdivision, Leander, Williamson County, Texas. Applicant/Agent: Penske Automotive Group (Jeff Anderson) on behalf of PAG West, LLC. (George Raysik).

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

No one wished to speak

Motion to approve Zoning Case Z-24-0137.

Public Hearing opened at 6:17 p.m.; Public Hearing closed at 6:17 p.m.

By: Board Member May
Seconded: Board Member Lantrip

Vote: 5 - 0 None

REGULAR AGENDA

11. Adjournment
Meeting adjourned at 6:18 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Approval of the Minor Site Development – Brush Clearing Application Form pursuant to Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance; Leander, Williamson & Travis Counties, Texas.

BACKGROUND:

Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance requires that the Director of Planning presents Site Development Application Forms to the Planning & Zoning Commission for approval. This agenda item includes an update to create a Minor Site Development Permit – Brush Clearing Application Form which creates an application specific to the brush clearing process. Adding this application type will provide clearer guidance to customers. This item is a housekeeping item and the application is based on the current ordinance requirements.

HISTORY/TIMELINE:

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

Staff recommends approval of the application.

PRESENTER:

Robin M. Griffin, AICP, Executive Director of Development Services

Attachments:

1. Att 1 Minor Site Development Brush Clearing Application and Checklist 01.23.2025

PROJECT NAME: _____

MINOR SITE DEVELOPMENT BRUSH CLEARING

APPLICATION & CHECKLIST SUBMITTAL PACKET

GENERAL INFORMATION

- Minor Site Development Permit applications are required for non-residential and multi-family developments. This application is specific to the removal of brush and cedar from a non-residential property in order to support the marketing of the property. A separate Site Development Permit is required for the ultimate development of the property. The Minor Site Development Permit for brush and cedar removal may not be processed concurrently with a Site Development.

HELPFUL LINKS



- Development Services – www.leandertx.gov/ds. Includes links to the following:
 - Development Process – Applications, Submittal Schedule
 - Planning Department: Zoning, Subdivision, Site Development, Current Developments
 - Building Permits & Inspections: Building Permits, Impact Fees
 - Engineering Department
 - Maps & Guides – Comprehensive Plan, Transportation Plan, Development Guide, Transportation Criteria Manual, Drainage Criteria Manual
- Fire: www.leandertx.gov/fire
- Parks: www.leandertx.gov/parksrec
- Development Hub – Application Portal: www.leandertx.gov/hubgo

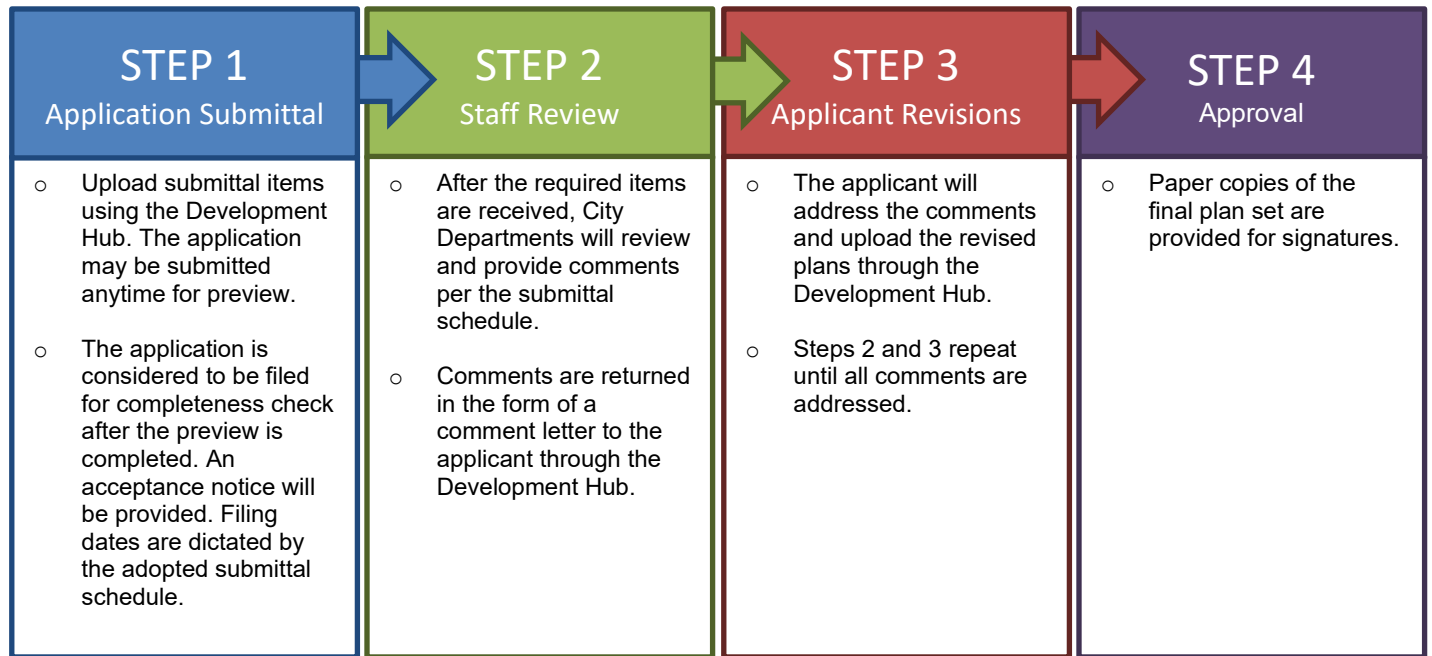
CONTACT INFORMATION

Please contact the Development Services Department by emailing planning@leandertx.gov with any questions regarding this application.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (<http://www.leandertx.gov/ds>).
- Please refer to the "Submittal Schedule" for submittal deadlines. Applications may be submitted through the Development Hub at anytime for preview. Once all items are confirmed and accepted, the review process will start on the next available filing date as listed in the submittal schedule.
- All items listed in the "Required Items for Application Submittal" on [page 2](#) shall be uploaded to the Development Hub.

PROCESS OVERVIEW – ALTERNATIVE PROCEDURE



REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's signatures.
	☐	2. Site Plans (24"X36" sheets or 22"X34") at a generally accepted horizontal and vertical engineering scale.
	☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	4. Certified tax certificate or other evidence that taxes have been paid.
	☐	5. Is brush clearing proposed within the floodplain? ☐ Yes ☐ No If yes, the floodplain development application is required to be submitted concurrently with the Construction Plans.
	☐	6. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
	☐	7. Application Fees (calculation listed below).

APPLICATION FEE* CALCULATION

Filing Fee:	\$ 500.00
Professional Recovery Fee:	\$ 250.00
Technology Fee:	\$ 25.00
TOTAL FEE (due at the time of application submission)	\$ <u>775.00</u>

* An invoice for application fees will be provided during the completeness check. All fees shall be paid prior to the acceptance of the submittal for review.

RESUBMITTAL FEES:

- Standard Review Procedure: A resubmittal fee in the amount of \$1,000 is due after the first resubmittal.
- Alternative Review Procedure: A resubmittal fee in the amount of \$500 is due for each submittal after the 3rd review.

UPLOADED DOCUMENT REQUIREMENTS

1. All documents shall be in PDF format, using Arial font with a minimum resolution of 300 dpi. Additional items that are needed to support engineering studies may be submitted in their native format. (i.e. HEC Models, AutoCAD files etc)
2. All PDFs of plat documents shall be exports from AutoCAD and not scans of a printed document.
3. All PDFs shall be bookmarked.
4. All sheets must be facing the correct direction and pages shall be bookmarked with the title on each page.
5. Each upload shall include a descriptive name of the file including the associated number from the “Required Items” list on [page 2](#). Examples:
 - The application shall be identified as the application and include the creation date in MM.DD.YYYY format:
 1. Application 06.13.2022
 - The Construction Plan shall be identified as the MSD and include the creation date in MM.DD.YYYY format:
 2. Project Name MSD 06.13.2022
 - Corrections shall include the version number in the title:
 2. Project Name MSD V2 06.13.2022

COMPLETENESS REVIEW REQUIREMENTS

The completeness review is a preview of the submittal package to confirm that the required documents and information have been submitted in order to confirm that the application is ready for review by City Staff.

The minimum required items are listed below for the first submittal of the application.

1. All items listed above in the “Required Items for Submittal Package” list shall be included.
2. All plan sheets shall meet the format listed in the “General Section” below on [page 9](#).
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

The minimum required items are listed below for the second and any other resubmittals.

1. Plans, comment letters, and other items listed in the comment letter.
2. Comment response letters shall include an explanation of how the comments were addressed. Responses such as “pending” or “noted” will NOT be accepted.
3. Any changes made by the applicant that were not requested by the reviewers shall be identified at the beginning of the comment letter.
4. Any required resubmittal fees.

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

Zoning District: _____ PUD Ordinance No: _____
(USE-SITE-ARCHITECTURE)

Future Land Use Category (as identified on the Future Land Use Map: _____

Brief Summary of Work: _____

MINOR SITE DEVELOPMENT PERMIT REVIEW PROCESS

1. Submit required items through the Development Hub. These documents may be submitted at any time for preview. Once all required documents are confirmed, the application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

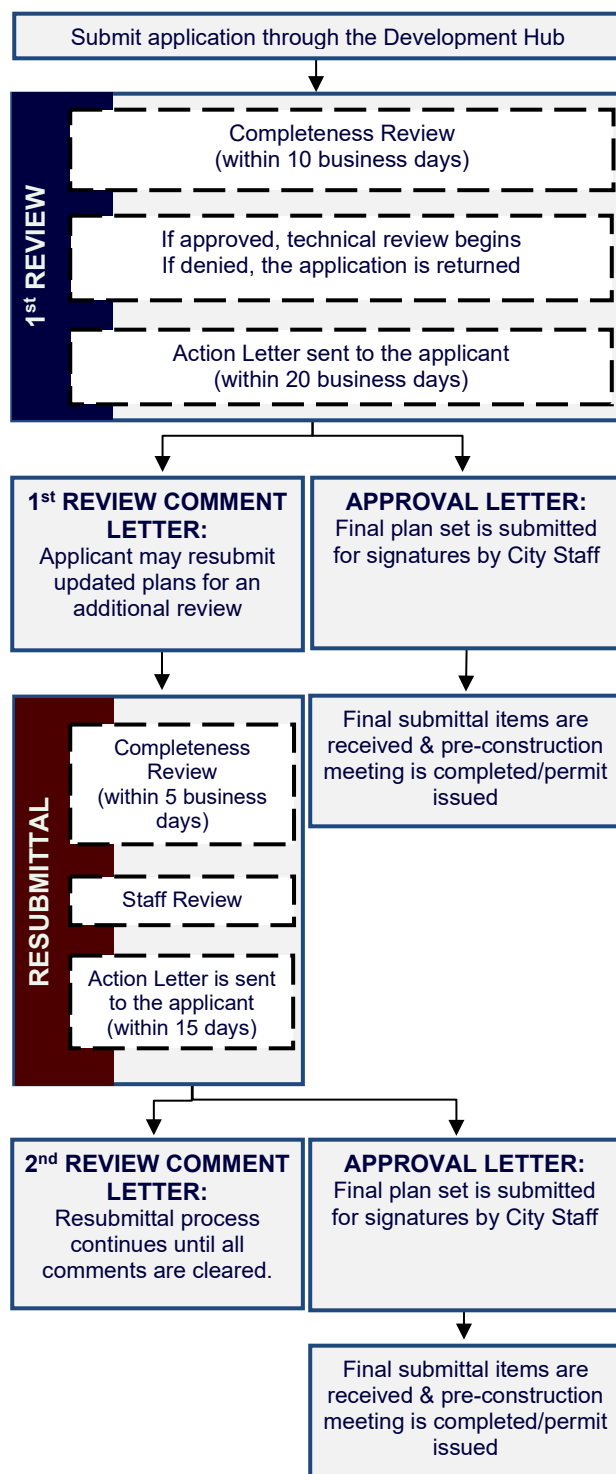
If the application is determined to be complete, then it will be distributed for technical and content review (see requirements on [page 2](#)) in compliance with the submittal schedule.

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals may be submitted at any time but will be accepted for review based per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A complete submittal shall include the following:
 - a. Updated plans & supporting documents/materials
 - b. Written response letter identifying how the comments were addressed
 - c. Resubmittal fee (after the third resubmittal)

If the items above are not provided, the re-submittal will be NOT be accepted.

4. A comment letter will be generated within 10 business days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared.
6. If the comment letter indicates that the applicant is eligible for a final submittal review, please upload the following items:
 - a. Updated plans & supporting documents/materials
 - b. Comment response letter identifying how the comments were addressed
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and upload them to the Development Hub. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. A digital version final copies of all support documents (Drainage Studies, Lift Station Reports, etc)
 - b. SWPPP (Reviewed by the Stormwater Inspector)
 - c. Outstanding Fees
 - d. Pre-construction meeting request form

A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



APPLICANT INFORMATION

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved. **Any Significant or Heritage Trees removed without an approved Tree Removal Permit will be required to pay the penalty fees listed in Article X, Section 10 of the Composite Zoning Ordinance.**

The agent is the official contact person for this project and the single point of contact. All correspondence and communication will be conducted with the agent. If no agent is listed, the owner will be considered the agent.

(Check One):

____ I, the owner, will represent this application with the City of Leander.

____ I, the owner, hereby authorize the person named below to act as my agent in processing this application with the City of Leander.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

(If property ownership is in the name of a partnership, corporation, joint venture, trust or other entity, please list the official name of the entity and the name of the managing partner.)

Phone: _____ Fax: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Mobile: _____

By signing this form, the owner of the property authorizes the City of Leander to begin proceedings in accordance with the process for the type of application indicated above. Owner further acknowledges that submission of an application does not in any way obligate the City to approve the application. By signing this form the owner of the property authorizes the City of Leander to enter upon the property to perform all necessary inspections and acknowledges that the construction will be in accordance with the City of Leander standards and the approved construction documents. By indicating an agent on the application, the property owner authorizes the agent to represent the request and all official contact will be between the City of Leander and the agent.

Owner's Signature: _____ **Date:** _____

THE STATE OF _____ §

COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS

Before me, _____, on this day personally appeared _____,

known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office this _____ day of _____.

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

If an agent is representing the owner of the property, please complete the following information:

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Mobile: _____

I hereby attest that I prepared this application/checklist and that all information shown hereon is correct and complete to the best of my knowledge:

Signature

Name (printed)

Date

MINOR SITE DEVELOPMENT CHECKLIST – BRUSH CLEARING

Please note that this checklist is intended to describe the general scope of site development permit applications. Additional information may be required to assure ordinance compliance. The owner/agent shall initial each line item confirming the requested information is included with this application. All ordinance references are to the Composite Zoning Ordinance unless otherwise specified.

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ General Notes
 - ☐ Final Plat or Survey
 - ☐ Existing Conditions
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Site Plan – Tree Survey
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).
- ___ 4. All property lines shall be identified with a solid, heavy, and black line.

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name
 - Minor Site Development Plans – Brush Clearing
 - Project Number (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Surveyor name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
 - Property information including legal description
 - Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat.
- ___ 4. Index on the right side of the sheet name and number.
- ___ 5. Example cover sheet:

Project Name Minor Site Development Plans – Brush Clearing Project Number		
Project Information	Location Sketch	Index
Revision Block	Signature Block	Approval
1 of 1		

- ___ 6. Include the following signature block in the upper left corner.

APPROVED BY:

Robin M. Griffin, AICP, Executive Director of Development Services

Date

Emily Truman, P.E., CFM, City Engineer

Date

- ___ 7. Include the following note:
"This project only includes the clearing of brush. No Significant or Heritage Trees are proposed for removal."
- ___ 8. Revision block below the below including the following.

Revision #	Description	Approval

GENERAL NOTES:

- ___ 1. Insert the City of Leander General Notes. These notes may be found online at <https://www.leandertx.gov/engineering/page/general-notes>.

FINAL PLAT / SURVEY:

- ___ 1. Insert the final plat or survey of the property.

EXISTING CONDITIONS:

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
- ___ 2. Tree survey prepared within the past 5 years of the application date with the limits of construction (LOC) identified.

EROSION & SEDIMENTATION CONTROLS:

- ___ 1. This sheet shall be a stand-alone sheet that only includes Erosion and Sedimentation Control information.
- ___ 2. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 3. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.
- ___ 4. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 5. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 6. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 7. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.
- ___ 8. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.

SITE PLAN – TREE SURVEY:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Identify the required tree protection for Significant and/or Heritage Trees. Include the tree protection detail. This detail may be found online at <http://www.leandertx.gov/engineering/page/standard-details>. These will either be 8x per each 22"x34" plan sheet or 4x for each 22"x34" plan sheet
- ___ 6. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.
- ___ 7. Provide the following note:
This project only includes the clearing of brush. No Significant or Heritage Trees are proposed for removal. Significant and Heritage Trees are hardwood trees that are listed on the Preferred Plant List or Grow Green Guide as defined by the Composite Zoning Ordinance.

FINAL SUBMITTAL REVIEW

To expedite the review process, staff has implemented a Final Submittal Review Process. This process replaces the regular review cycle and submittal cycle. Instead of providing a formal submittal, the applicant may drop off the items listed below for an expedited review. Projects are eligible for final submittal meetings when there are only a few minor comments remaining. Staff will notify the applicant in the comment letter when they are eligible.

Items to submit through the Development Hub:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.

REQUIREMENTS FOR ISSUANCE OF MINOR SITE DEVELOPMENT PERMIT

- Submittal of one final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- The Erosion Control Inspection must be completed prior to scheduling the pre-construction meeting. Please contact the Stormwater Inspector to schedule.
- To schedule a pre-construction meeting, the following items must be provided:
 1. Upload the following items to the Development Hub:
 - Storm Water Pollution Prevention Plan (SWPPP) for review by the Stormwater Inspector
 - All final copies of engineering reports and memos (ex. Drainage Report, TIA, Geotech Report, Lift Station Report, etc)
 2. Approved SWPPP. Prior to the City's approval of the site development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Minor Site Development Permit shall be issued during the pre-construction meeting.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- **Clearing may not start until after the pre-construction meeting and the Minor Site Development Permit is issued.**

CONFLICT OF INTEREST DISCLOSURES

Please submit at the time of submission of application and update disclosures within 7 business days after the date of an event that would make a statement in the questionnaire incomplete or inaccurate.

ARTICLE 9.05, CITY CODE OF ORDINANCES – CODE OF ETHICS:

<http://z2codes.franklinlegal.net/franklin/Z2Browser2.html?showset=leanderset>

▪ **Ethics Ordinance – Disclosure Statements**

The City's Ethics Ordinance requires persons seeking to enter discretionary contracts with the City or appearing before the City Council or another City board or body to disclose certain relationships and conflicts of interest. The relevant sections of the Ethics Ordinance are set forth below. The Ethics Ordinance can be found in Article 9.05, Chapter 9 of the City's Code of Ordinances at the above link.

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

- (1) For the purpose of assisting the city in the enforcement of provisions contained in this article, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract any conflict of interest. This is set forth in [sections 9.05.004](#) and [9.05.005](#) of this article. Further, the individual or business entity agree to abide by the same ethical standards as set forth for public servants in this article.
- (2) Subsection (a) of this section will become a permanent footnote on documents contained in city bid packets for discretionary contracts.

(b) Disclosure of conflicts of interest by persons appearing before a board or city body. A person appearing before any city board or other city body for the purpose of doing business with the city shall disclose to that board or body any facts known to such person which may show or establish that:

- (1) An employee or officer of the city that advises or makes presentations to the board or city body; or
- (2) Any member of the board or city body;

has or may have a conflict of interest pursuant to chapter 171, Tex. Loc. Gov't. Code, or an interest which would violate the ethical standards set forth in this article, if he or she were to participate in the processing or consideration of the subject matter.

Sec. 9.05.009(f) Disclosure by persons appearing before a city body. Any person who appears before any city body who has had business dealings within the preceding 12-month period involving one or more transactions of five hundred dollars (\$500.00) or more each quarter, or for a total of twenty-five hundred dollars (\$2,500.00) or more, within the preceding 12-month period with a councilmember, commissioner, or business entity in which a councilmember or commissioner has a substantial interest, shall disclose such business dealings at the time of the appearance. Any person who shall intentionally or knowingly fail to make the aforesaid disclosure shall be guilty of a misdemeanor and shall be fined in accordance with this article.



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Approval of the extension of the application expiration for Site Development Case SD-23-0105 Travisso Village C-Store Site Development; more particularly described by Travis Central Appraisal District Parcel 998784, commonly known as 2940 Travisso Parkway, Leander, Travis County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the site development application. Article IX, Section 3(b)(3) of the Composite Zoning Ordinance includes the following provisions. The recently adopted amendments to the Composite Zoning Ordinance now provide the option for the Planning & Zoning Commission to consider an extension to the permit application.

(b) Expiration of application.

- (1) Prior to an application being accepted for review and processing, an application shall expire on the forty-fifth (45th) day after the date the application is submitted to the City if:
 - (i) The applicant fails to provide documents or other information necessary to comply with requirements relating to the form and content of the application set forth in this Ordinance;
 - (ii) Within ten (10) business days of the date the application is submitted to the City, the City provides the applicant written notice of the failure that specifies the necessary documents or other information that are missing from the application and the date the application will expire if the documents or other information is not provided; and
 - (iii) The applicant fails to provide the specified documents or other information within the time provided in the notice.
- (2) After an application is accepted for review and processing, the site development permit application shall expire within nine (9) months of the date that all initial staff review comments from all reviewing departments have been issued on the application if a permit has not been issued due to the applicant's failure to cause the proposed application to comply with applicable city regulations. The Planning Department may grant one six (6) month extension if the applicant can show substantial progress in obtaining a permit. Substantial progress shall consist of, at a minimum, a resubmission of the plans and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.
- (3) If the permit has not been issued after the administrative extension is granted, the Planning & Zoning Commission may consider one (1) additional six (6) month extension if the applicant can show substantial progress towards obtaining a permit.

The applicant is requesting an extension of the application in order to allow the applicant to finalize the reviews outside of this application and the approval of the related Site Development SD-23-0104.

HISTORY/TIMELINE:

06/28/2024 – Site Development Application Expired

12/28/2024 – Site Development Application Staff Extension Expired

APPLICANT/AGENT:

Carlson, Brigance, & Doering, Inc. (Geoff Guerrero) on behalf of Shops at Trivisso, LLC. And Kualoa Ranch, Inc. (Sanford P. Aron).

RECOMMENDATION:

The Composite Zoning Ordinance includes timelines for application approvals. The timeline/history section of this summary above includes the key dates for this request. The site development application expires nine (9) months after the first review comment letter for the site development is sent to the applicant.

Staff recommends approval of an additional six (6) month extension. Approving this extension would grant an extension to June 28, 2025 and will allow the developer to finalize the site development plans and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. SD-23-0105 Att 2 Location Map - Trivisso C-Store
2. SD-23-0105 Att 1 Extension Requet - Trivisso C-Store



January 8, 2025

City of Leander
Planning Department
Attn: Mrs. Robin Griffin, Executive Director of Development Services
201 N. Brushy Street
Leander, Texas 78641

RE: Travisso C-Store
CBD Job # 5552 / City of Leander File # SD-23-0105

Request for Extension of Plat Deadline

Dear Mrs. Griffin,

On behalf of our client, Carlson, Brigrance & Doering, Inc. respectfully requests a six month extension to the site development review process in accordance with Article IX of the City of Leander's Composite Zoning Ordinance.

There have been several additional reviews outside of City staff review that have been required for this project that are now wrapping up approvals on. In addition there is another site plan (SD-23-0104) that needs to be approved prior to the approval of this application. It is anticipated that both applications will be approved shortly within the time granted from an additional extension request.

Thank you for your time and review of this project. Please let me know if you need any additional information in order to process this request.

Respectfully,
Carlson, Brigrance & Doering, Inc.

Geoff Guerrero
Senior Planner



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Conduct a Public Hearing and consider action on Subdivision Case SFP-22-0002 and Variance Case VA-22-0001 to approve the Leander Business Center Short Form Final Plat and Variance on one (1) parcel of land approximately 10.251 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District R031713; generally located at 80 Mockingbird Hill, Leander, Williamson County, Texas. *Postponed.*

BACKGROUND:

This request is the final step in the subdivision process. Section 45 (a)(3) of the Subdivision Ordinance requires that “Blocks along arterial streets and blocks containing or proposed to contain primarily commercial or industrial uses shall not exceed a perimeter length of four thousand (4,000) feet”. The Subdivision Ordinance requires that block length in excess of 4,000’ place a public right-of-way to divide up the block length to meet the 4,000’ requirement. A variance request to Section 45(a)(3) of the Subdivision Ordinance has been submitted to not require a public right-of-way throughout the development. The applicant is proposing to meet the intent of the ordinance by providing reciprocal access through the fifty (50’) foot roadway easement of Mockingbird Hill.

HISTORY/TIMELINE:

APPLICANT/AGENT:

Carlson, Brigance & Doering, Inc. (Geoff Guerrero) on behalf of Leander Flex Interests, LLC (Nick Greene).

RECOMMENDATION:

Staff recommends approval of the variance and short form final plat.

PRESENTER:

Cory Dale, Senior Planner

Attachments:



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0152 to amend the current zoning of TOD/PUD-CD (Transit Oriented Development/ Planned Unit Development – Conventional Development Sector) to adopt the San Gabriel Project Minor PUD (Planned Unit Development) with the base zoning district of GC-2-A (General Commercial) on two (2) parcels of land approximately 6.09 acres $\pm$ in size, more particularly described by Williamson County Central Appraisal District Parcel R089421 and R458174; and generally located at the intersection of San Gabriel Parkway and US 183 between west of the railroad tracks and east of US 183, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0152 as described above.

BACKGROUND:

This request is the first step in the zoning process. This property is located at the intersection of San Gabriel Parkway and US 183 between west of the railroad tracks and east of US 183. The purpose of this Minor PUD is to establish the base zoning district as GC-2-A (General Commercial) in order to develop commercial retail uses. The GC use component allows for regional serving commercial uses that include retail, restaurant, office, and similar uses. The proposal does comply with the Comprehensive Plan and is appropriate for properties located in a Multi-Use Corridor, as identified by the Comprehensive Plan.

The Planning Analysis is provided as Attachment #1 and provides more details about the request and the property.

HISTORY/TIMELINE:

11/06/2002 – Annexation Approved

APPLICANT/AGENT:

Quiddity Engineering (Zachary Morgan) on behalf of Nason & Company Real Estate, LLC. (Nason Hengst).

RECOMMENDATION:

Staff recommends approval.

PRESENTER:

Michaela Lenn, Assistant Planner.

Attachments:

1. Z-24-0152 Att 1 Planning Analysis - San Gabriel Parkway Minor PUD
2. Z-24-0152 Att 2 Current Zoning - San Gabriel Parkway Minor PUD
3. Z-24-0152 Att 3 FLU Map - San Gabriel Parkway Minor PUD
4. Z-24-0152 Att 4 Public Notification - San Gabriel Parkway Minor PUD
5. Z-24-0152 Att 5 Proposed Zoning - San Gabriel Parkway Minor PUD
6. Z-24-0152 Att 6 Aerial Map - San Gabriel Parkway Minor PUD
7. Z-24-0152 Att 7 PUD Notes- San Gabriel Parkway Minor PUD
8. Z-24-0152 Att 8 Letter Of Intent- San Gabriel Parkway Minor PUD
9. Z-24-0152 Att 9 Neighborhood Outreach- San Gabriel Parkway Minor PUD



PLANNING ANALYSIS

ZONING CASE Z-24-0152 SAN GABRIEL PROJECT MINOR PUD THE INTERSECTION OF SAN GABRIEL PARKWAY AND US 183

GENERAL INFORMATION

Owner/Agent:	Quiddity Engineering (Zachary Morgan) on behalf of Nason & Company Real Estate, LLC. (Nason Hengst).
Current Zoning:	TOD/PUD-CD (Transit Oriented Development/ Planned Unit Development – Conventional Development Sector)
Proposed Zoning:	San Gabriel Parkway Minor PUD (Planned Unit Development) with the base zoning district GC-2-A (General Commercial)
Size and Location:	The property is located at the intersection of San Gabriel Parkway and US 183 between west of the railroad tracks and east of US 183, Leander, Williamson County, Texas, including approximately 6.09 acres.
Staff Contact:	Michaela Lenn Assistant Planner

APPLICANT REQUEST

This property is located within the Conventional Development Sector of the TOD (Transit Oriented Development). The next step in the process is for the applicant to submit a request to establish a base zoning district in compliance with the Comprehensive Plan. The applicant has submitted a request to change the designated zoning district of the property in order to establish the base zoning of GC-2-A (General Commercial).

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 property is currently located in between the railroad tracks and US 183. The property was previously ROW but was sold which has caused the irregular shape of the lots. As a result, the applicant may have some challenges with the layout of the lot which will be addressed during the Site Development.

Per Ordinance 20-014-00 adopted by City Council on March 05, 2020, an owner of property or person authorized to represent the owner may apply to rezone the property to remove the property from the TOD and support conventional zoning established by the Composite Zoning Ordinance.

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

	ZONING	LAND USE
NORTH	TOD/PUD-CD	Heavy Commercial
EAST	PUD-General Commercial	Undeveloped
SOUTH	TOD/PUD-CD	Undeveloped
WEST	TOD/PUD-CD & PUD-General Commercial	Undeveloped

SURROUNDING AREA:

This property is located at the intersection of San Gabriel Parkway and US 183 between west of the railroad tracks and east of US 183. The areas South, East and West surrounding this site are all currently undeveloped. North of the site is a the Leander Ready Mix concrete plant. Medical offices are proposed just east of this site and residential exists to the west of the site.

PHYSICAL AND NATURAL FEATURES:

This property currently undeveloped. There is a significant amount of tree coverage on the site. Any trees removed during construction will be subject to the tree preservation requirements of the Composite Zoning Ordinance.

PROPERTY HISTORY:

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

PREVIOUS ZONING CASES:

The following zone cases were previously submitted for this property:

- 05-Z-006 adopted the Transportation Oriented Development District on 09/22/2005.

MAJOR CORRIDORS:

This property has access onto San Gabriel Pkwy and US 183.



Figure 1: Aerial

TRANSPORTATION PLAN REQUIREMENTS:

This property does not include any proposed roads identified in the Future Transportation Plan.

The table below includes the 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
San Gabriel Pkwy	Arterial	Commercial	126' ROW 6 Lanes 10' sidewalk
US 183	Arterial	Commercial	126' ROW 6 Lanes 10' sidewalk

SUBDIVISIONS:

No subdivision cases have been previously submitted for this property:

EXISTING UTILITIES:

This property has access to water along San Gabriel Road and US 183, and wastewater will need to be extended as shown in Figures 2 and 3.



Figure 2: Water System



Figure 3: Wastewater System

CURRENT LAND USES:

This property is currently vacant.

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

The purpose and intent of the Minor Planned Unit Development (PUD) district is to designate a base zoning district that may allow or prohibit uses without granting significant waivers. The intent of this zoning request is to provide for the development of commercial uses that include retail, restaurant, office, and similar uses. The contents of this Minor PUD further explain and illustrate the overall function desired for this development.

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: Five (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.

Applicable Future Land Use categories

MULTI-USE CORRIDOR

- The Multi-Use Corridor future development category is intended for mixed-use areas to be developed at a higher density/intensity and with uses not primarily supported in Neighborhood Residential. These areas are intended to provide for a mix of both commercial and residential uses that are not integrated into neighborhoods but maintain a seamless, compatible transition between residential and commercial uses.

Multi-Use Corridors are not intended for strip commercial nor are they expected to be predominantly commercial. These corridors have been identified as opportunity areas for businesses and daily services, high-intensity residential such as townhouses, civic and employment uses, but also traditional single-family neighborhoods where streets access these corridors.

These areas are intended to be developed with an auto-oriented character, which means vehicles and parking areas are a primary visual characteristic from the street. Access management is recommended to maintain safe traffic movement along these streets. Appropriate bufferyards are required to ensure compatibility with adjacent Neighborhood Residential.

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 09/23/2024. The following changes were made to the project since the development meeting was held:

- No Changes were made.

NOTIFICATION

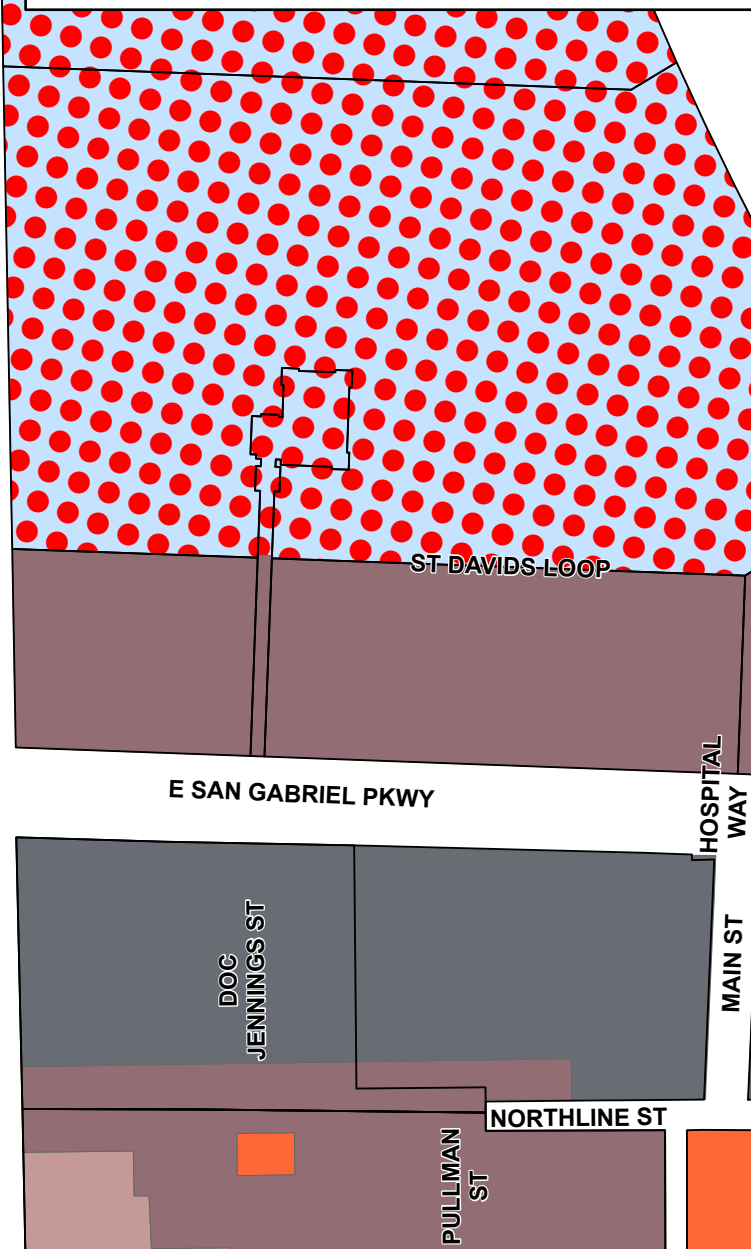
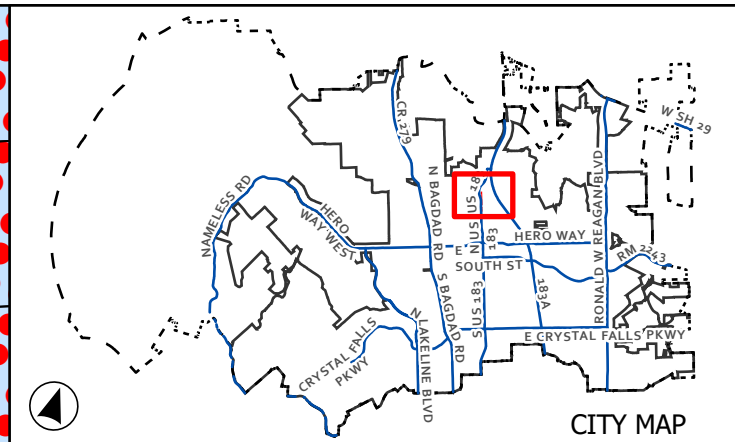
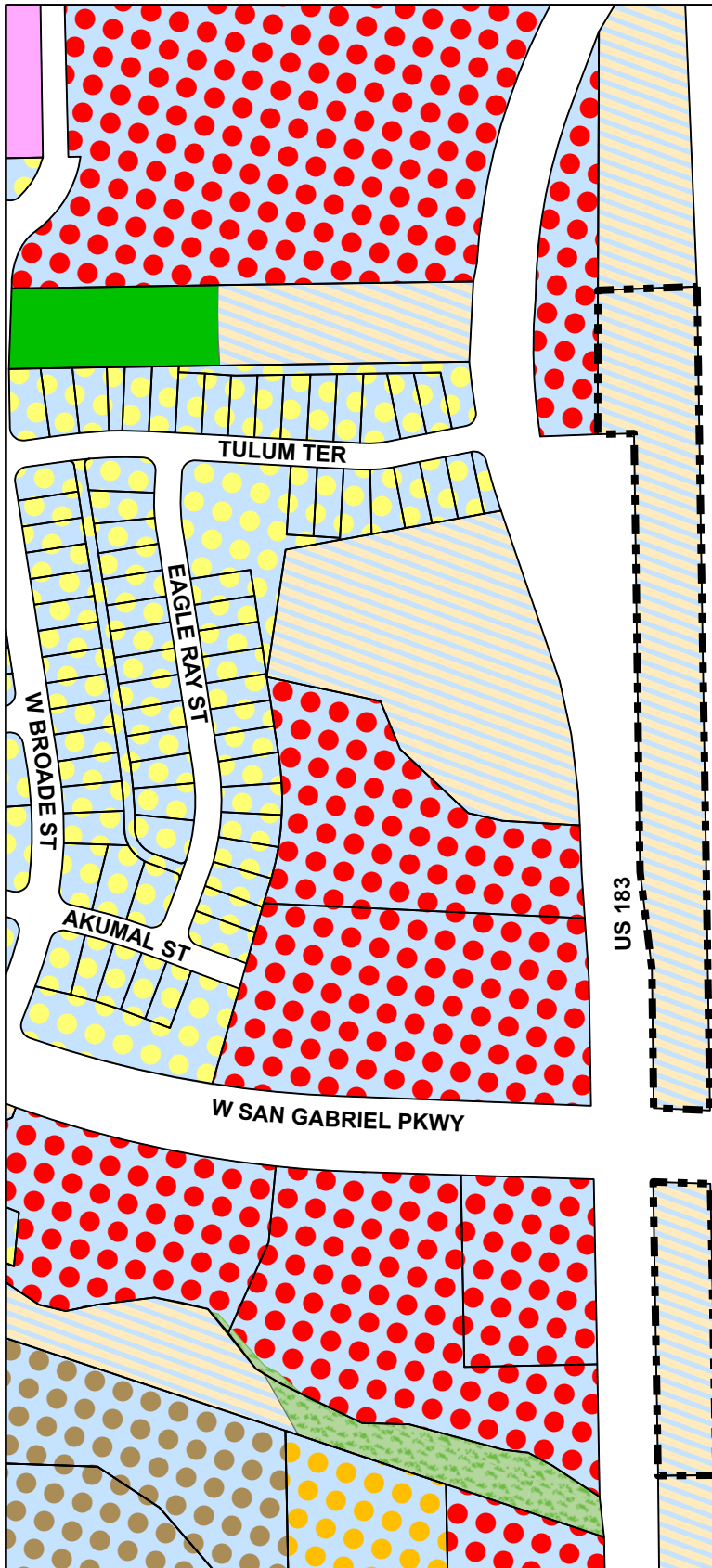
01/02/2025 - Public Notice on Hill Country News
 01/08/2025 - Mail Notification to Property Owners within 200'
 01/08/2025 - Public Hearing Signage Posted on Property
 01/23/2025 - Planning and Zoning Commission Public Hearing
 02/20/2025 - City Council Public Hearing & First Reading of the Ordinance
 03/06/2025 - 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' are also required to be contacted. There are no single-family uses within 500' of this site.

APPROVAL CRITERIA:

This site is at the intersection of San Gabriel Parkway and US 183, within the Multi-Use Corridor future land use category which is compatible with General Commercial. Staff recommends approval of the request.



CASE: Z-24-0152

ATTACHMENT 2

SAN GABRIEL PARKWAY
MINOR PUD

Current Zoning

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.

- Leander City Limits
- Extra-Territorial Jurisdiction
- Subject Boundary
- SFR - Single-Family Rural
- HC - Heavy Commercial
- PUD - Single-Family

- PUD - Townhomes
- PUD - Multi-Family
- PUD - Local Commercial
- PUD - General Commercial
- PUD - Heavy Commercial
- OS - Open Space

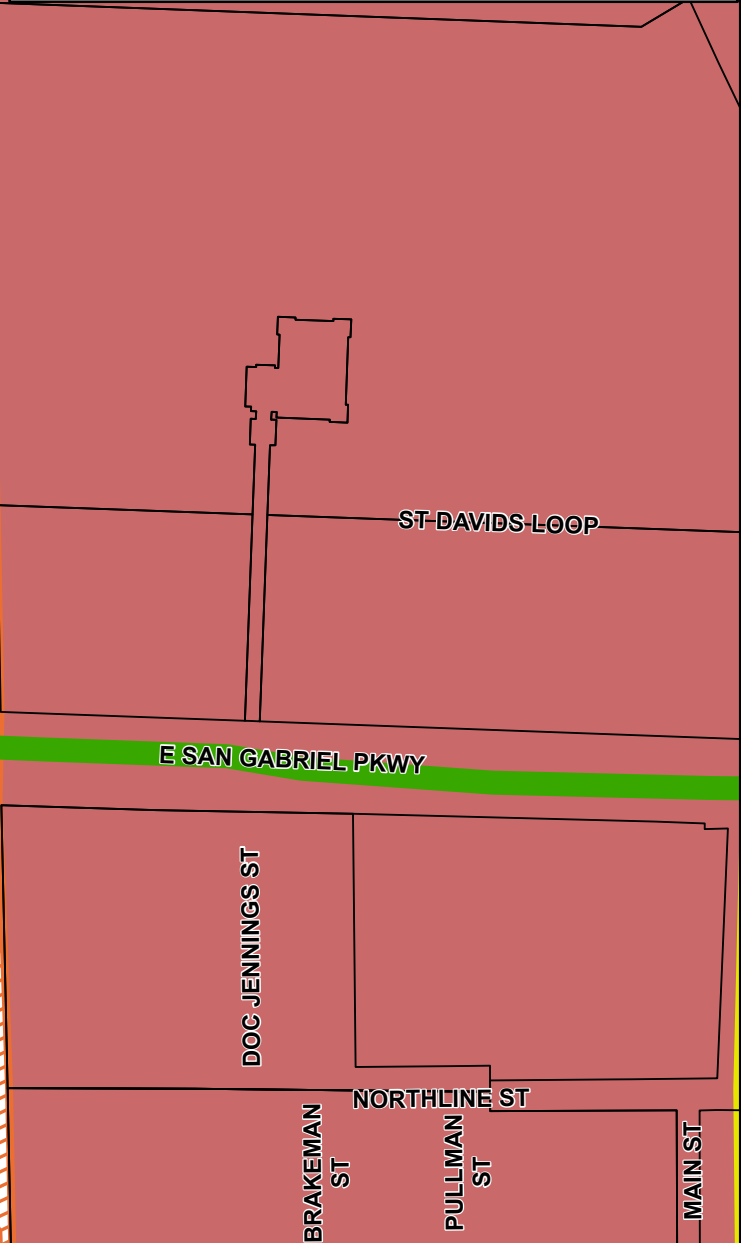
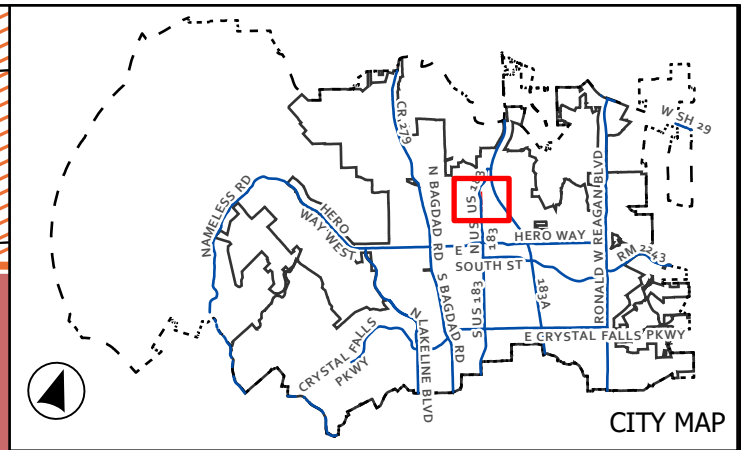
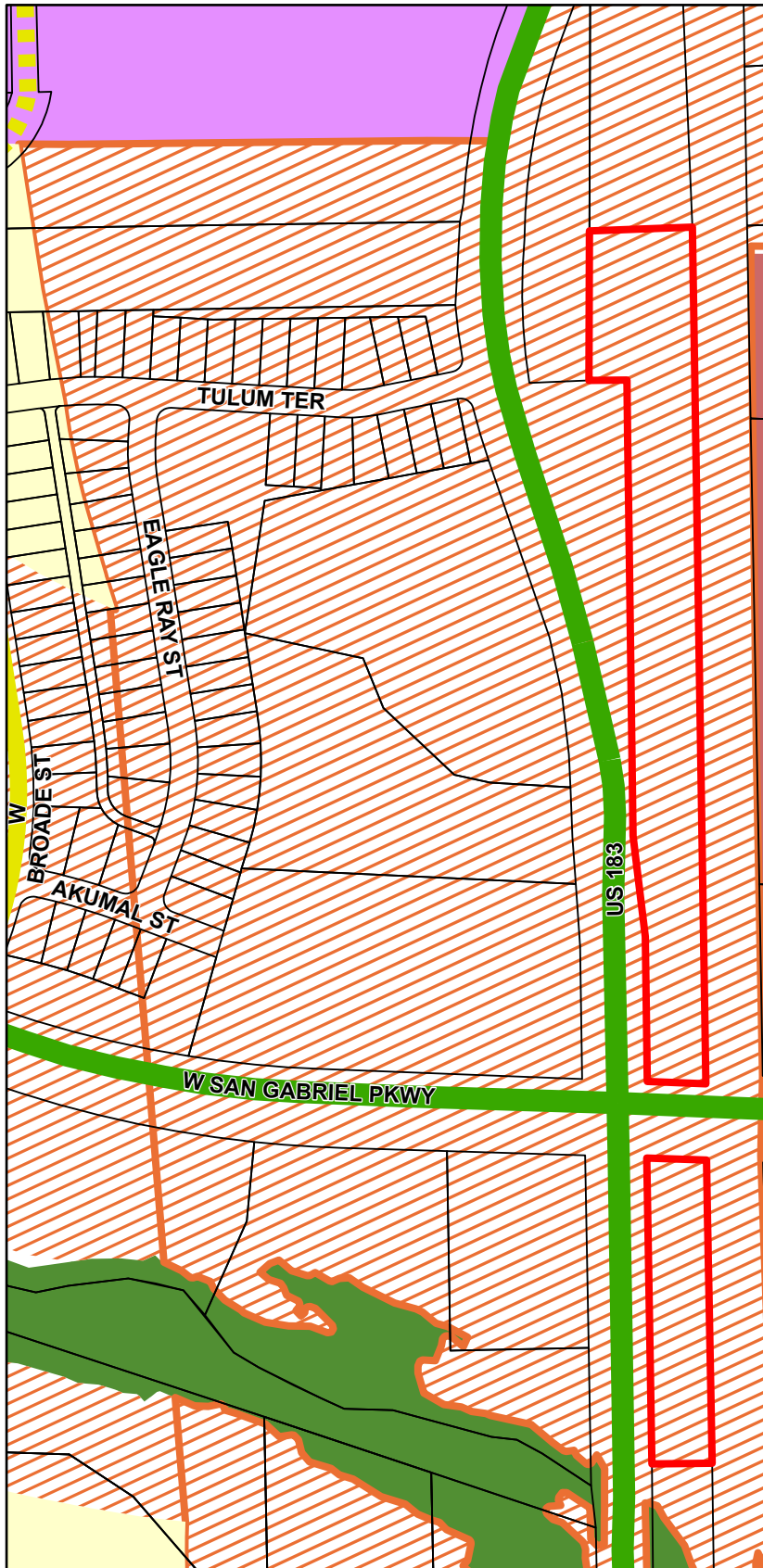
- CD - Conventional Sector
- Civic Building
- T4 - General Urban
- T5 - Urban Center
- T6 - Urban Core



0 120 240



Feet



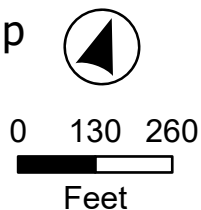
CASE: Z-24-0152

ATTACHMENT 3

SAN GABRIEL PARKWAY
MINOR PUD

Future Land Use Map

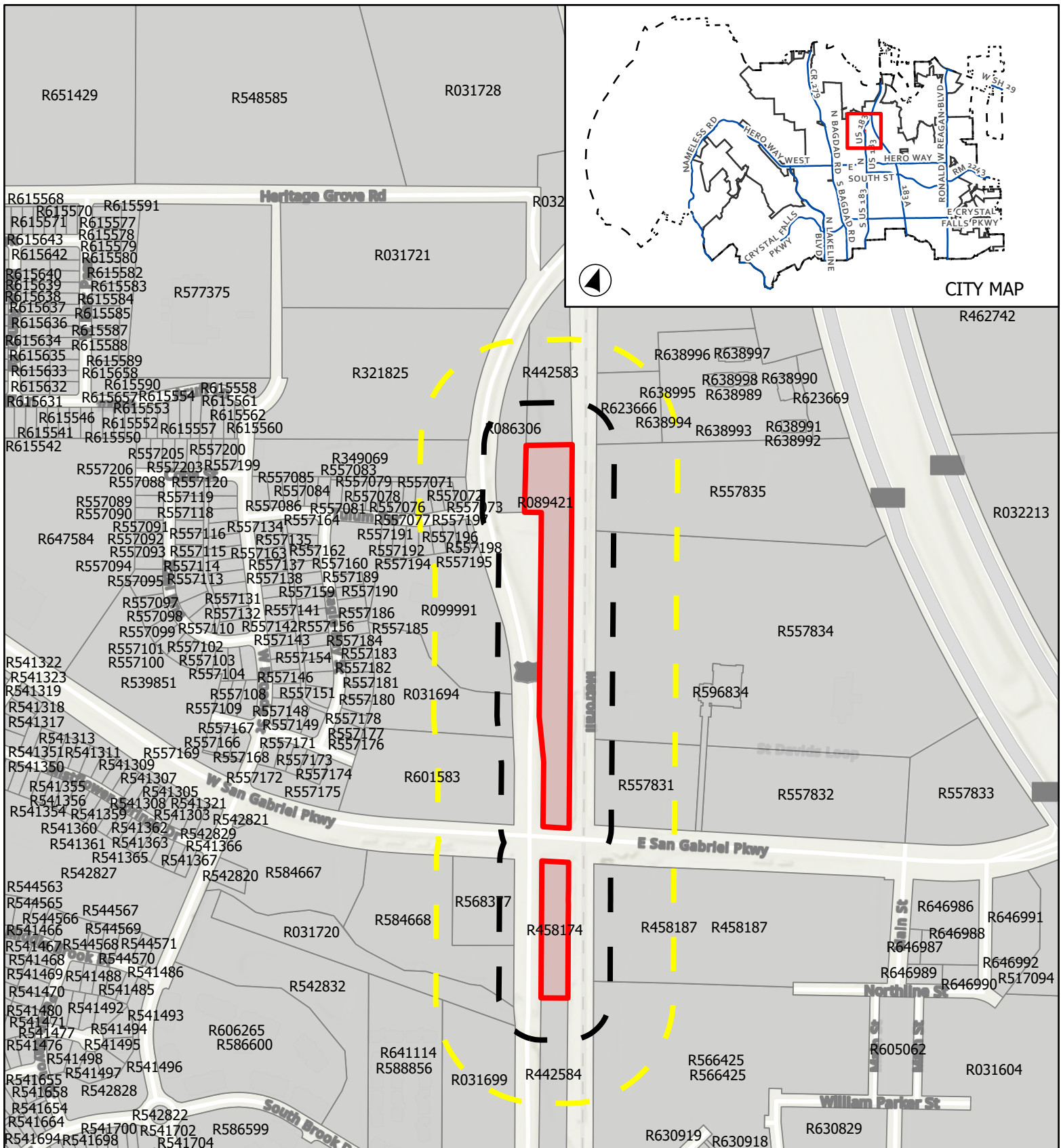
This map has been produced by the City of Leander for informational purposes only. No warranty is made by the City regarding completeness or accuracy. This data should not be construed as a legal description or survey instrument. No responsibility is assumed for damages or other liabilities due to the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



- 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
- Neighborhood Residential

- Thoroughfare Plan
- Access Controlled, Existing
- Arterial 6 Lane, Existing
- Collector, Existing
- Collector, Proposed



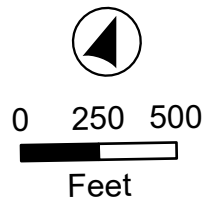
CASE: Z-24-0152

ATTACHMENT 4

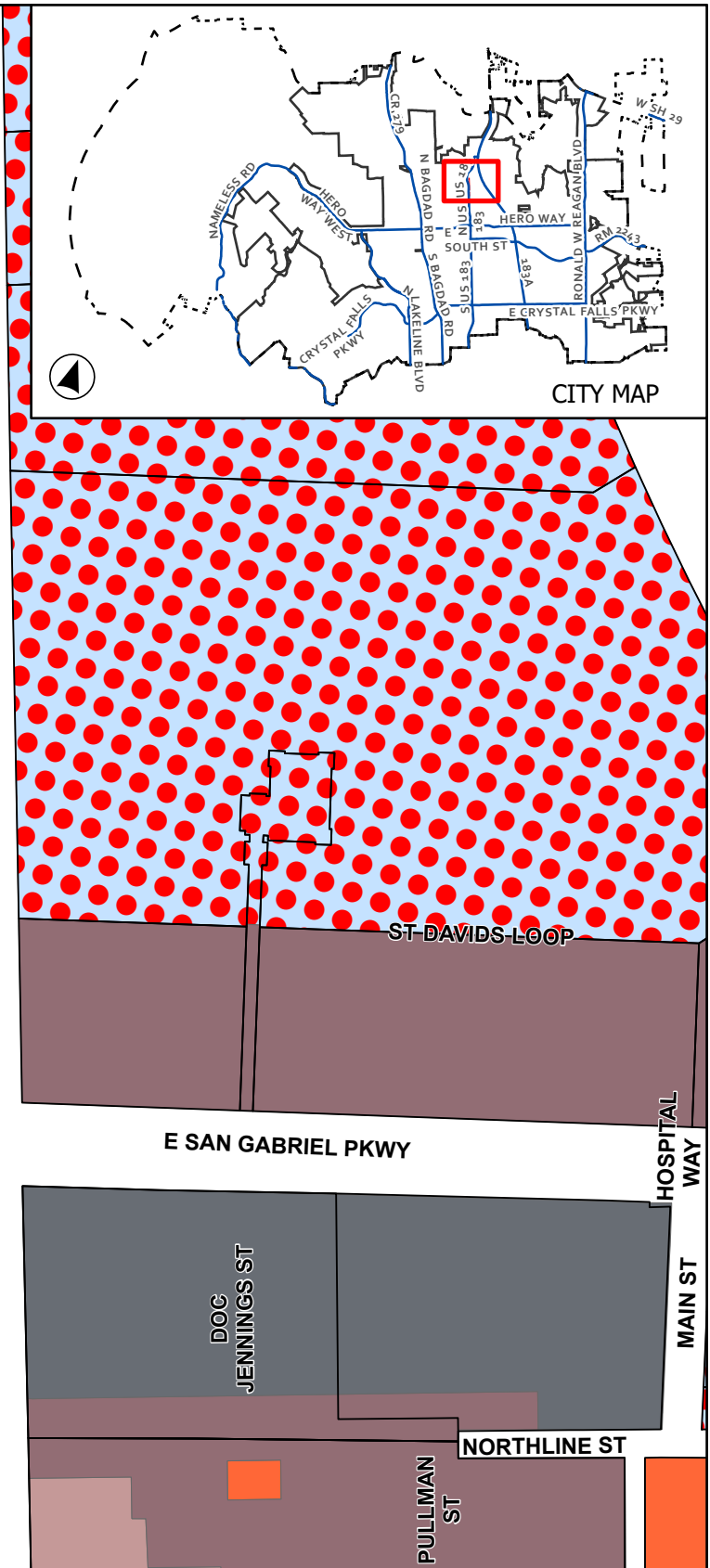
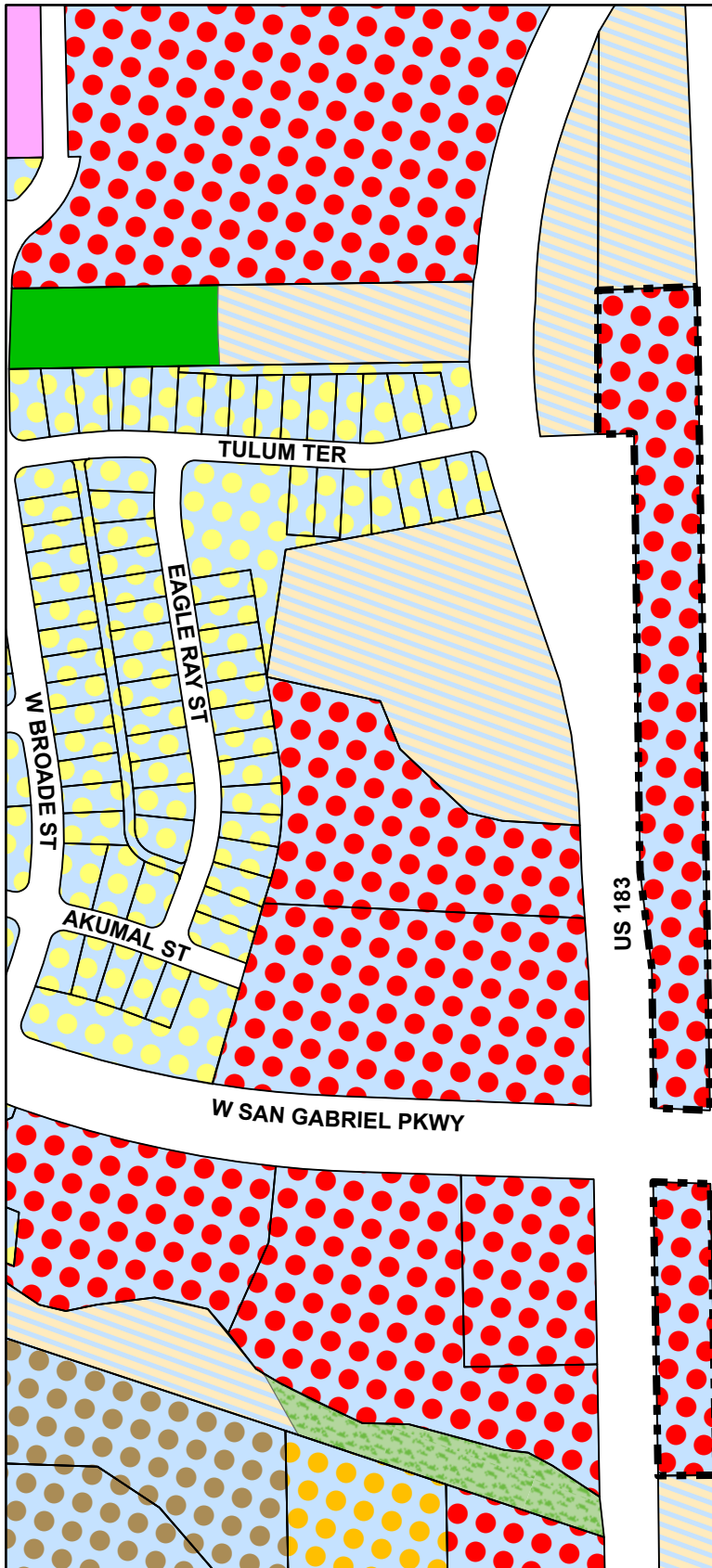
SAN GABRIEL PARKWAY
MINOR PUD

Public Notification

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.



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



CASE: Z-24-0152

ATTACHMENT 5

SAN GABRIEL PARKWAY
MINOR PUD

Proposed Zoning

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.

- Leander City Limits
- Extra-Territorial Jurisdiction
- Subject Boundary
- SFR - Single-Family Rural
- HC - Heavy Commercial
- PUD - Single-Family

- PUD - Townhomes
- PUD - Multi-Family
- PUD - Local Commercial
- PUD - General Commercial
- PUD - Heavy Commercial
- OS - Open Space

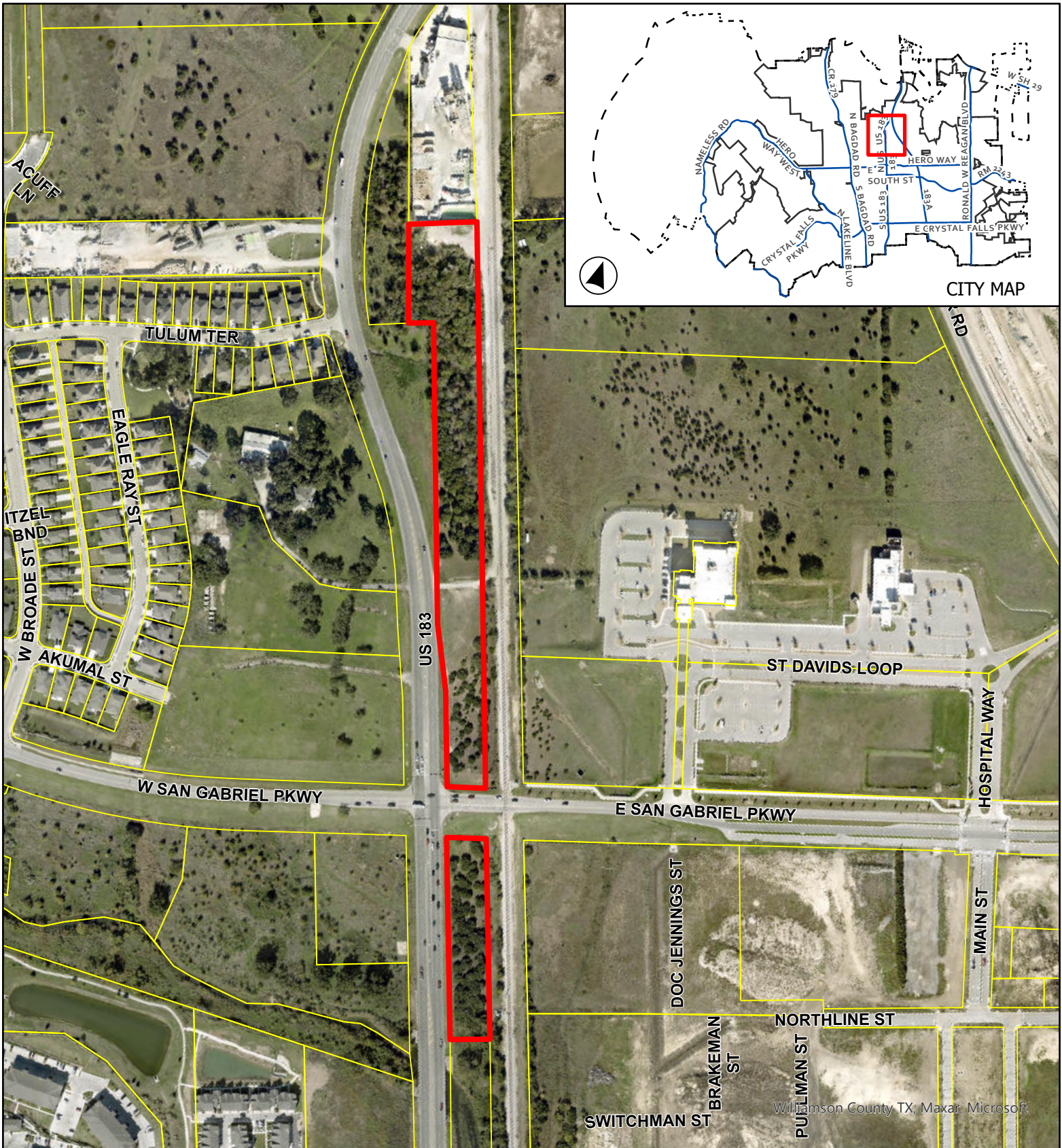
- CD - Conventional Sector
- Civic Building
- T4 - General Urban
- T5 - Urban Center
- T6 - Urban Core



0 120 240



Feet



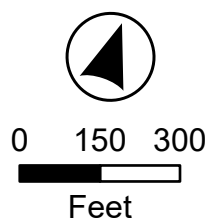
CASE: Z-24-0152

ATTACHMENT 6

SAN GABRIEL PARKWAY
MINOR PUD

Aerial Map

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.



- Leander City Limits
- Subject Boundary

Exhibit A

San Gabriel Project Minor Planned Unit Development

A. Purpose and Intent

1. The San Gabriel Project Minor PUD is comprised of approximately 6.09-acres, as shown in **Exhibit B.** The development of this property includes retail uses.

B. Applicability and Base Zoning

1. All aspects of 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 purposes of establishing development standards for the PUD the following base zoning district has been selected from the Leander Composite Zoning Ordinance:

GC-2-A (General Commercial)

C. Allowable / Prohibited Uses

1. The prohibited uses shall include the following:
 - i. Bar, nightclub
 - ii. Vape shop

EXHIBT B-1 SAN GABRIEL PROJECT FIELD NOTES

METES AND BOUNDS DESCRIPTION FOR A 4.717 ACRE TRACT OF LAND IN THE WILLIAM MANCIL SURVEY, ABSTRACT 437, WILLIAMSON COUNTY, TEXAS. BEING A PORTION OF A 5.64 ACRE TRACT AND ALL OF A 0.261 ACRE TRACT RECORDED IN VOLUME 511, PAGE 54, DEED RECORDS, WILLIAMSON COUNTY, TEXAS AND A PORTION OF THE ABANDONED ROADWAY KNOWN AS OLD HIGHWAY 29.

BEGINNING AT A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET IN THE WEST RIGHT OF WAY LINE OF THE T.&N.O. RAILROAD DEEDED TO THE CITY OF AUSTIN IN VOLUME 1417, PAGE 282, DEED RECORDS, WILLIAMSON COUNTY, TEXAS AND THE NORTH RIGHT OF WAY LINE OF SAN GABRIEL PARKWAY FOR THE SOUTHEAST CORNER OF THIS TRACT;

THENCE SOUTH 72°13'16" WEST WITH THE NORTH RIGHT OF WAY LINE OF SAID SAN GABRIEL PARKWAY, A DISTANCE OF 106.65 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET IN THE EAST RIGHT OF WAY LINE OF US HIGHWAY 183 FOR THE SOUTHWEST CORNER OF THIS TRACT;

THENCE WITH THE EAST RIGHT OF WAY LINE OF SAID US HIGHWAY 183 THE FOLLOWING FOUR (4) COURSES AND DISTANCES:

1. NORTH 20°58'55" WEST, A DISTANCE OF 264.00 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET FOR A POINT OF DEFLECTION IN THE WEST LINE OF THIS TRACT;
2. NORTH 27°09'57" WEST, A DISTANCE OF 185.06 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET FOR A POINT OF DEFLECTION IN THE WEST LINE OF THIS TRACT;
3. NORTH 20°57'32" WEST, A DISTANCE OF 831.00 FEET TO A TXDOT CONCRETE MARKER FOUND FOR A POINT OF DEFLECTION IN THE WEST LINE OF THIS TRACT;
4. SOUTH 69°02'28" WEST, A DISTANCE OF 69.15 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET AT THE SOUTHEAST CORNER OF A 1.488 ACRE TRACT RECORDED IN DOCUMENT NO. 2000053933, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS FOR A POINT OF DEFLECTION IN THE WEST LINE OF THIS TRACT;

THENCE NORTH 20°03'32" WEST WITH THE EAST LINE OF SAID 1.488 ACRE TRACT, A DISTANCE OF 272.29 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET AT THE SOUTHWEST CORNER OF A 2.339 ACRE TRACT RECORDED IN DOCUMENT NO. 2011022646, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS FOR THE NORTHWEST CORNER OF THIS TRACT;

THENCE NORTH 67°38'28" EAST WITH THE SOUTH LINE OF SAID 2.339 ACRE TRACT, A DISTANCE OF 187.89 FEET TO A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET IN THE WEST RIGHT OF WAY LINE OF SAID T.&N.O. RAILROAD AT THE SOUTHEAST CORNER OF SAID 2.339 ACRE TRACT FOR THE NORTHEAST CORNER OF THIS TRACT;

THENCE SOUTH 21°05'32" EAST WITH THE WEST RIGHT OF WAY LINE OF SAID T.&N.O. RAILROAD, A DISTANCE OF 1561.74 FEET TO THE POINT OF BEGINNING.

CONTAINING 4.717 ACRES OF LAND, MORE OR LESS.

EXHIBT B-2 SAN GABRIEL PROJECT FIELD NOTES

TRACT 2

METES AND BOUNDS DESCRIPTION FOR A 1.367 ACRE TRACT OF LAND IN THE WILLIAM MANCEL SURVEY, ABSTRACT 437, WILLIAMSON COUNTY, TEXAS. BEING A PORTION OF A 5.64 ACRE TRACT RECORDED IN VOLUME 511, PAGE 54, DEED RECORDS, WILLIAMSON COUNTY, TEXAS.

BEGINNING AT A $\frac{1}{2}$ " IRON ROD WITH PLASTIC CAP MARKED "G&R SURVEYING" SET IN THE EAST RIGHT OF WAY LINE OF US HIGHWAY 183 AT THE NORTHWEST CORNER OF A 4.33 ACRE TRACT RECORDED IN DOCUMENT NO. 2006112794, OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS FOR THE SOUTHWEST CORNER OF THIS TRACT;

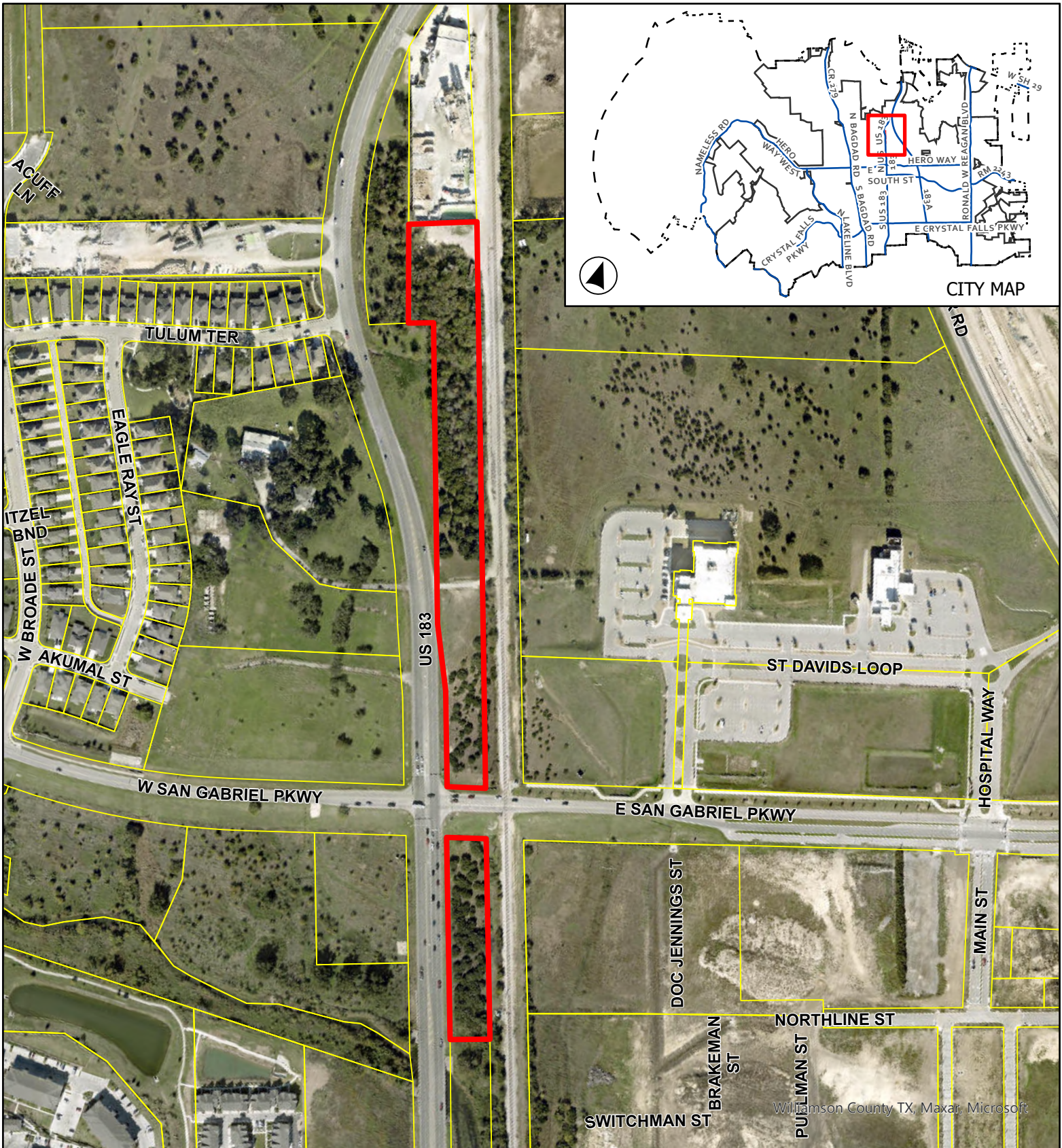
THENCE NORTH 20°58'55" WEST WITH THE EAST RIGHT OF WAY LINE OF SAID US HIGHWAY 183, A DISTANCE OF 557.38 FEET TO A POINT IN THE SOUTH RIGHT OF WAY LINE OF SAN GABRIEL PARKWAY FOR THE NORTHWEST CORNER OF THIS TRACT, WHENCE A $\frac{1}{2}$ " IRON ROD FOUND NEAR THIS CORNER BEARS SOUTH 71°54'46" WEST, A DISTANCE OF 0.27 FEET;

THENCE NORTH 71°54'46" EAST WITH THE SOUTH RIGHT OF WAY LINE OF SAID SAN GABRIEL PARKWAY, A DISTANCE OF 106.89 FEET TO A POINT IN THE WEST RIGHT OF WAY LINE OF THE T.&N.O. RAILROAD DEEDED TO THE CITY OF AUSTIN IN VOLUME 1417, PAGE 282, DEED RECORDS, WILLIAMSON COUNTY, TEXAS FOR THE NORTHEAST CORNER OF THIS TRACT, WHENCE A $\frac{1}{2}$ " IRON ROD FOUND NEAR THIS CORNER BEARS SOUTH 71°54'46" WEST, A DISTANCE OF 1.05 FEET;

THENCE SOUTH 21°05'32" EAST WITH THE WEST RIGHT OF WAY LINE OF SAID T.&N.O. RAILROAD, A DISTANCE OF 552.59 FEET TO A $\frac{1}{2}$ " IRON ROD FOUND AT THE NORTHEAST CORNER OF SAID 4.33 ACRE TRACT FOR THE SOUTHEAST CORNER OF THIS TRACT;

THENCE SOUTH 69°20'28" WEST WITH THE NORTH LINE OF SAID 4.33 ACRE TRACT, A DISTANCE OF 107.81 FEET TO THE POINT OF BEGINNING.

CONTAINING 1.367 ACRES OF LAND, MORE OR LESS.



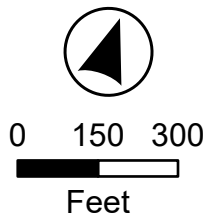
CASE: Z-24-0152

EXHIBIT B

SAN GABRIEL PARKWAY
MINOR PUD

Location Map

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.



- Leander City Limits
- Subject Boundary

October 28, 2024

City of Leander
Planning Department
201 N. Brushy Street
Leander, Texas 78641

Letter of Intent for Zone Change request

On behalf of our client, Nason & Company Real Estate, LLC, Quiddity Engineering is submitting a base zoning change and the adoption of the San Gabriel Minor PUD. The purpose of this Minor PUD is to allow for reduce the paving and rear building setback and allow for commercial use on the site. The zoning application consists of the following changes:

- Updating the base zoning from CD to GC-2-A (General Commercial)
- The adoption of the San Gabriel Project Minor PUD (Exhibit A)

If you have any questions or require additional information, please call me at (512) 685-5194.

Sincerely,



Zachary Morgan, PE, RPLS
Project Manager

DWP/ZDM/ccb

K:\28764\28764-0002-01 San Gabriel PKWY and SH 183\Project Management\Deliverables\PUD Application\Exhibits

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.

The Maya Vista HOA will be contacted on behalf of the 14 houses along Tulum Terrace and the Escalon Townhomes Building #512 were sent a letter laying out the proposed zoning change. The letters were sent on 11/4/2024.

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.

The HOA for the 14 houses along Tulum Terrace was notified about the changes. The building management was notified on behalf of building 512 of Escalon Townhomes.

3. What concerns were raised during these communications?

We have not received contact from anyone at this time.

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

We have not received any concerns at this time

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

Signature: 

Date 11/12/2024

October 28, 2024

To neighbors of the 6.09-acre properties on the East side of US 183 across from Tulum Terrace, Northeast and Southeast of San Gabriel Parkway

See attached map.

**The Owner of this property wishes to pursue a Zone Change to develop a retail project.
The proposed Zoning is GC (General Commercial) as a minor PUD**

The Zone change is required because the property is currently zoned CD which does not allow any development at all until a Zone change that is in conformance with the Future Land use plan of the City of Leander is considered by the Planning Commission and City Council. This proposed zoning is in conformance with the categories accepted by the City at this time.

We invite you to communicate with either me (my information is below) or with the City Planning Department with questions about the proposed project and/or the process.

We will also set up a meeting (in person and/or as a video conference) which everyone will have the opportunity to attend.

Please call or email me with questions or comments.

The Zone change application is just being submitted now so it will take some time for the City to Review and have their own feedback.

Sincerely,

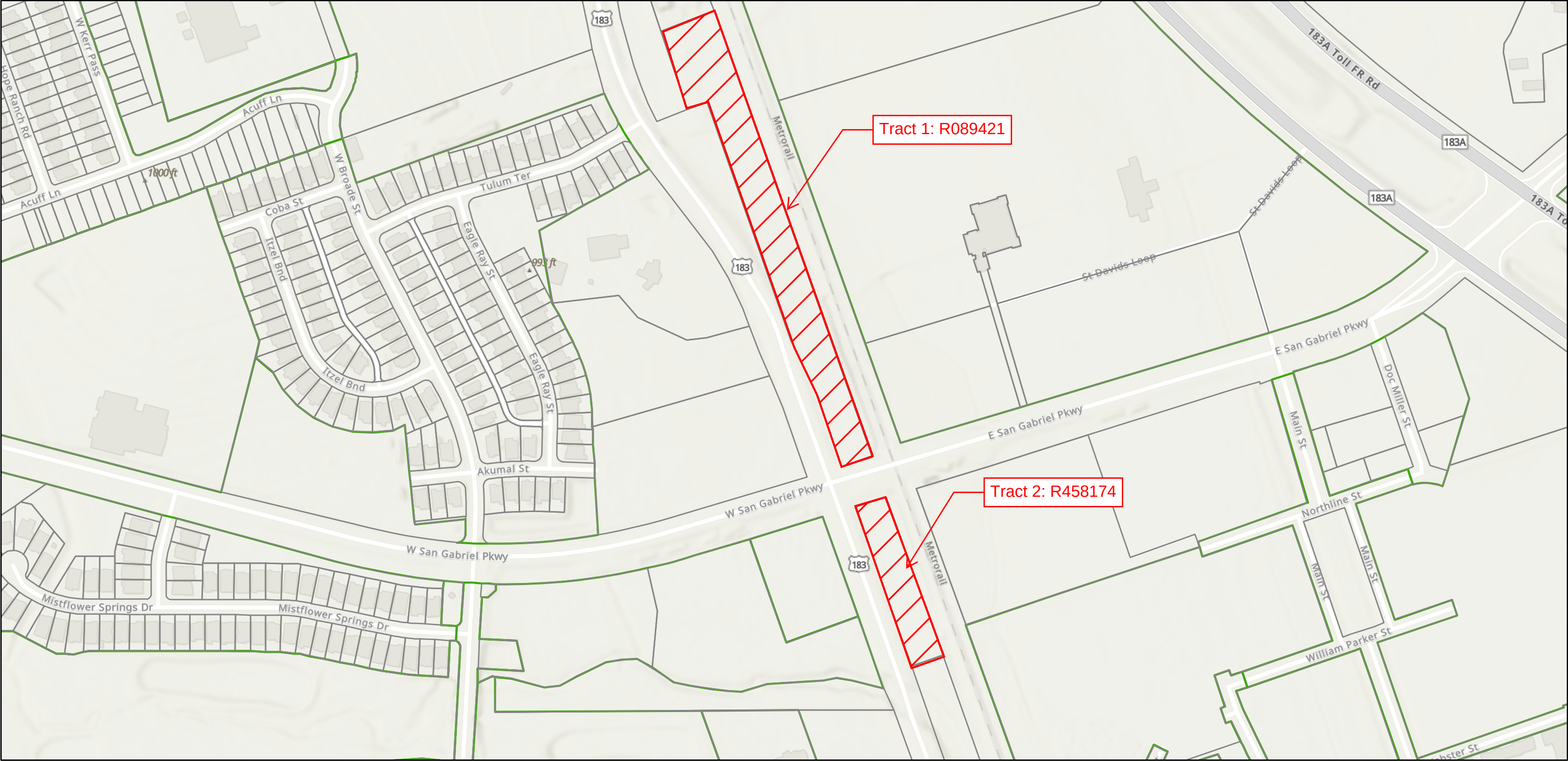


Zachary Morgan, PE, RPLS
Project Manager

Phone: 512-685-5194
Email: zmorgan@quiddity.com

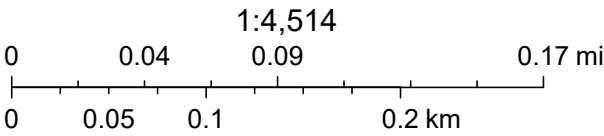
City of Leander Planning Department
Phone: 512-528-2733
Mailing Address: P.O. Box 319 Leander, TX 78646

San Gabriel Parkway Commercial Tax Map



11/4/2024, 10:46:55 AM

-  Parcels
-  Subdivision Boundaries
-  County Boundary



Esri Community Maps Contributors, City of Austin, County of Williamson, Texas Parks & Wildlife, © OpenStreetMap, Microsoft, CONANP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Discuss and consider action on Tree Removal Case TRP-24-0025 regarding the removal of all trees on site including two (2) Significant Trees greater than eighteen (18) caliper inches associated with the Wildcat Fuel Site Development Project SD-23-0086 located at 807 Crystal Falls Parkway, Leander, Williamson County, Texas.

BACKGROUND:

This request is the final step in the tree removal request process. This request includes the development of the Wildcat Fuel Station located on Crystal Falls Parkway. During the site development process, the applicant has requested to remove all trees on site including two (2) Significant Trees greater than eighteen (18) caliper inches.

HISTORY/TIMELINE:

APPLICANT/AGENT:

Infinity Engineering Group, LLC (Nisit Sapparkhao) on behalf of Veda Leander Real Estate, LLC (Fuad Fayad).

RECOMMENDATION:

Staff may approve the removal of significant trees (>18" to 26" caliper inches) with the aid of an Alternative Tree Preservation Plan should the applicant not removal all trees on site or request the removal of a heritage tree(s). The applicants' proposed improvements do not allow the preservation of a single tree on site therefore staff may not make a recommendation of approval and instead defers to this Commission for the tree removal approval.

PRESENTER:

Cory Dale, Senior Planner

Attachments:

1. TRP-24-0025 Att 1 Planning Analysis - Wildcat Fuel
2. TRP-24-0025 Att 2 Location Map - Wildcat Fuel
3. TRP-24-0025 Att 3 Aerial Map - Wildcat Fuels
4. TRP-24-0025 Att 4 Letter of Intent - Wildcat Fuel
5. TRP-24-0025 Att 5 Tree Removal Plan - Wildcat Fuel
6. TRP-24-0025 Att 6 Tree Field Data - Wildcat Fuel



PLANNING ANALYSIS

TREE REMOVAL CASE TRP-24-0025 WILDCAT FUEL

GENERAL INFORMATION

Owner/Agent:	Infinity Engineering Group, LLC (Nisit Sapparkhao) on behalf of Veda Leander Real Estate, LLC (Fuad Fayad)
Current Zoning:	GC-3-C (General Commercial)
Size and Location:	The property is located at 807 Crystal Falls Parkway, including one (1) parcel of land approximately 1.274 acres.
Staff Contact:	Cory Dale, Senior Planner

APPLICANT REQUEST

The applicant has submitted a request to removal all trees on site, including two (2) Significant Trees greater than eighteen (18) caliper inches due to site development improvements. Per Composite Zoning Ordinance, Article VI, Section 1(c), removal of all trees on site, including any Significant Tree(s) greater than eighteen (18") caliper inches and/or heritage tree(s) at or greater than 26 caliper inches require the approval of the Planning and Zoning Commission and, in the case of heritage trees, the City Council.

SITE INFORMATION:

SURROUNDING AREA:

This property is located at 807 Crystal Falls Parkway as parcel R558580. The properties surrounding the project include the following uses:

- NORTH: High Chaparral Subdivision.
- WEST: Leander Pediatric Dentistry.
- SOUTH: The Oaks on Crystal Falls Business Park and County Glen Section 8 subdivision
- EAST: Champion Kids Preschool.

PHYSICAL AND NATURAL FEATURES:

This property contains no floodplain and tree cover that will be address through site plan and this request.

APPROVAL CRITERIA:

The Composite Zoning Ordinance includes the following tree mitigation requirements:

- Up to 50% of Significant Trees between eight (8") and eighteen (18") caliper inches may be removed without mitigation. The replacement ratio is 1:1.
- Trees 18 to 26 caliper inches may be removed with the approval of the Commission and a replacement ratio of 2:1.
- Heritage Trees (>26) require approval by the Commission and Council, a replacement ratio of 3:1, and a removal fee in the amount of \$300 per caliper inch.

Below, please see the proposed tree removal calculations per the SD-23-0086 Wildcat Fuel Site Development Permit:

TREE CALIPER INCHES

TREE SIZE (in caliper inches)	TOTAL INCHES	SAVED INCHES	SAVED INCHES %	REMOVED INCHES	REMOVED INCHES %
8" to 18"	513.5	0	0%	513.5	100%
>18" to 26"	42.5	0	0%	42.5	100%
SUBTOTAL 8" to 26"	556.0	0	0%	556.0	100%
>26"	0.0	0	0%	0.0	0%
TOTALS	556.0	0	0%	556.0	100%

TOTAL TREES

TREE SIZE (in caliper inches)	TOTAL TREES	SAVED TREES	SAVED TREES %	REMOVED TREES	REMOVED TREES %
8" to 18"	43	0	0%	43	100%
>18" to 26"	2	0	0%	2	100%
SUBTOTAL 8" to 26"	45	0	0%	45	100%
>26" HERITAGE	0	0	0%	0	0%
TOTALS	45	0	0%	45	100%

MITIGATION PLAN: 8" - 18"

TREE SIZE (in caliper inches)	>50% REMOVAL	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
8" to 18"	256.75	257	-	-	\$ 38,700.00

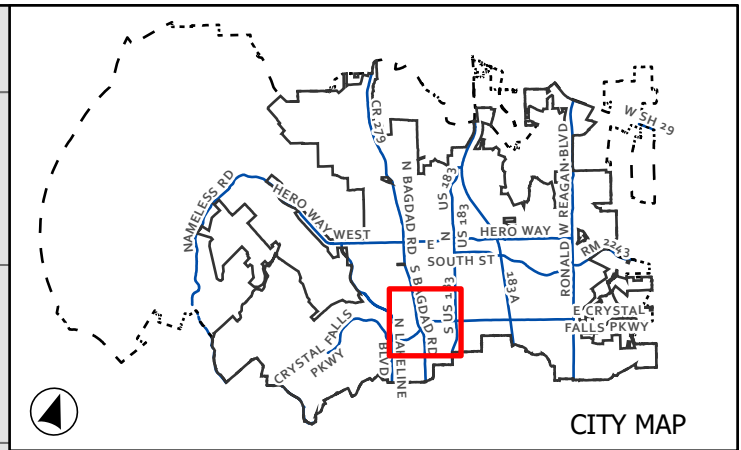
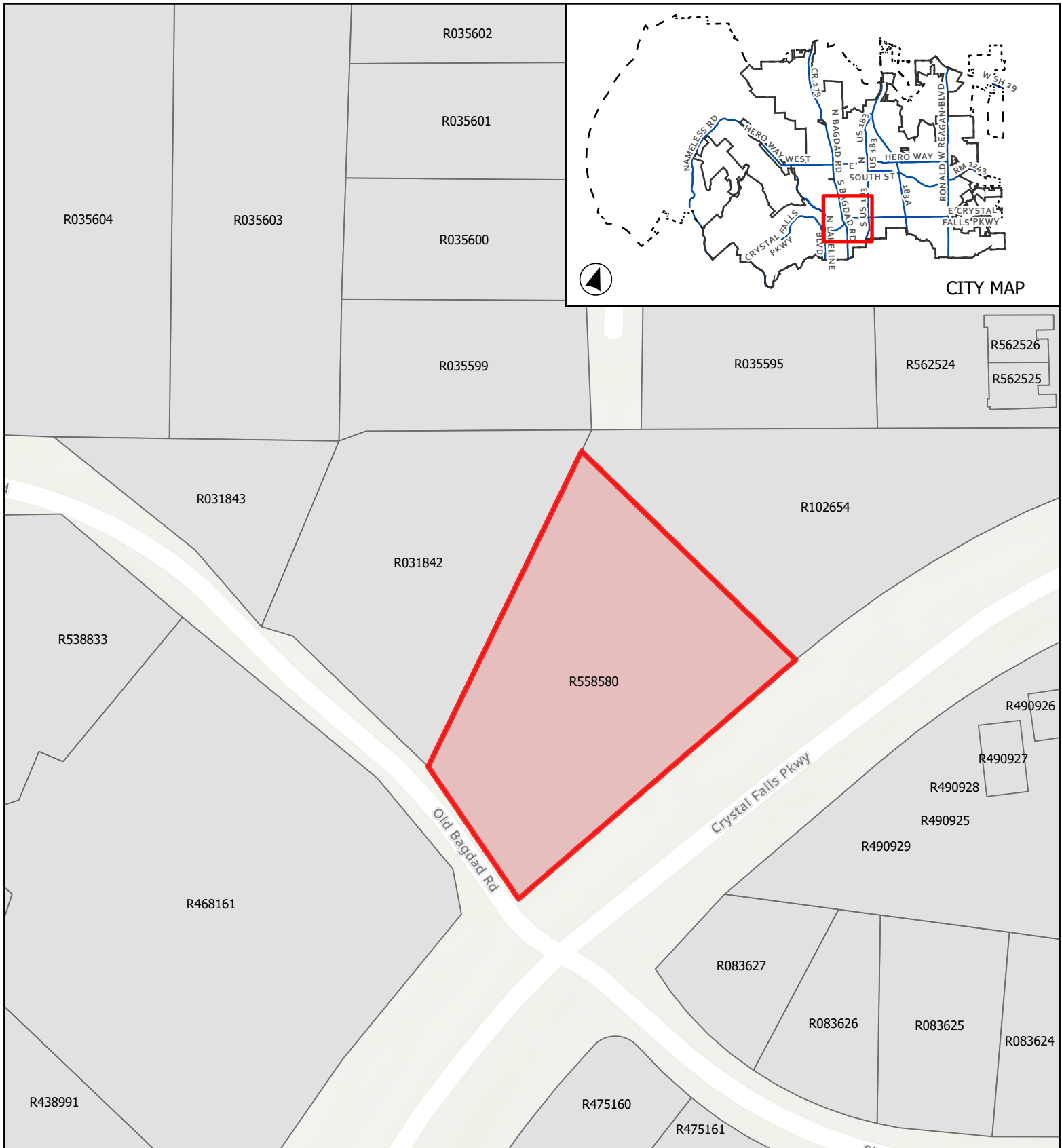
MITIGATION PLAN: Protected & Heritage Trees

TREE SIZE (in caliper inches)	Removed (total inches)	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
>18" to 26"	42.5	-	85.0	-	\$ 12,750.00
>26" HERITAGE	0.0	-	-	0.0	\$ -

Applicants' fees:

- Applicant has selected the option to pay a \$150 fee-in-lieu amount for removal of both Significant Trees (85 caliper inches at \$150 = \$12,750.00).
- Applicant has also selected the option to pay a \$150 fee-in-lieu amount for the 50% overage of trees within the 8" to 18" caliper inch range. This fee is for 257" caliper inches at \$150 to total \$38,700.00.

Total fees owed for this Tree Removal Permit comes out to be **\$51,450.00**.



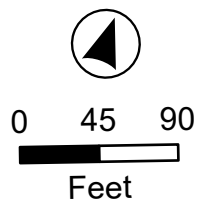
CASE: TRP-24-0025

ATTACHMENT 2

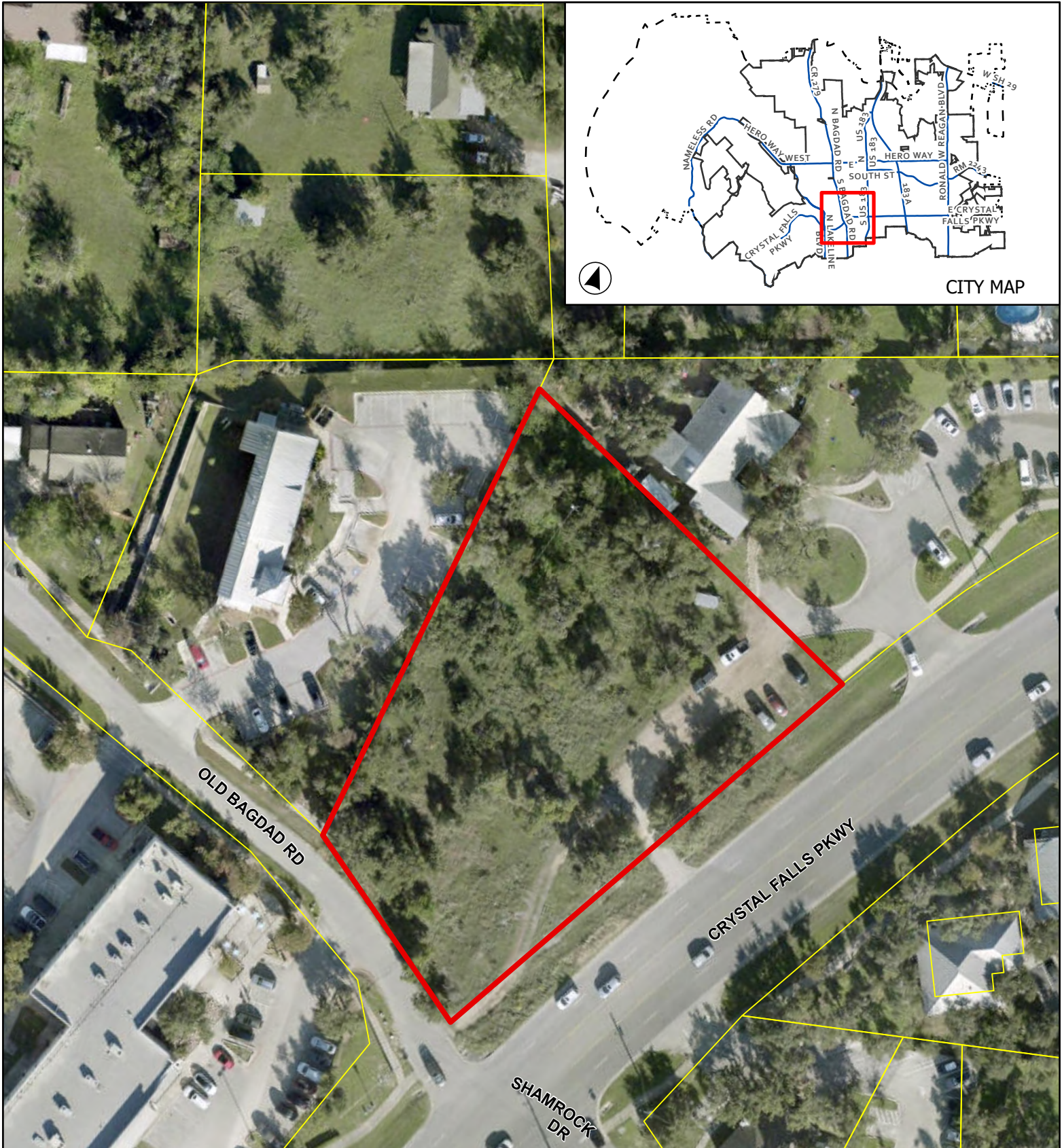
WILDCAT FUELS

Location Map

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.



- City Limits
- ETJ
- Subject Boundary
- Parcels



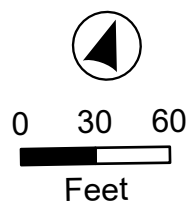
CASE: TP-24-0025

ATTACHMENT 3

WILDCAT FUELS

Aerial Map

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.



- Leander City Limits
- Subject Boundary

November 13, 2024

City of Leander
Development Services
Planning and Zoning Commission
201 N. Brushy Street
Leander, TX 78641



INFINITY ENGINEERING
GROUP, LLC

**RE: Letter of Intent
Wildcat Fuels - Leander
807 Crystal Falls Pkwy.
Leander, TX 78641
IEG Project #: 35-474.00
Property #: R558580
Permit #: TRP-24-0025**

Dear Planning and Zoning Commission,

This letter to address the Tree Removal Permit Request to the above-referenced location.

Site Development Permit, SD-23-0086, is currently in review for the proposed gas station and fuel canopy, convenience store, trash enclosure, parking lot, and associated utilities. The total square footage of the proposed buildings total 5,940 SF (4,000 SF C-Store and 1,940 SF Restaurant).

Currently, the site is Vacant Land (C5 - Commercial Vacant Land) totaling 1.274 acres. In order to construct this parcel for the proposed development, the existing Significant Trees are proposed to be removed due to the tree being located either in existing pavement or too close to pavement, building envelope, utilities, grading changes, transformer and/or retaining wall or no place to move wall. Tree Inventory Chart on the Tree Disposition Plan lists each tree and removal statement in more detail.

Two (2) significant trees (>18" to <26") are proposed to be removed. Information of proposed trees to be removed include:

- Significant Trees (>18" to <26") - 2 trees removed
 - Tree Tag #: 18263
 - Species: Live Oak
 - Caliper inches: 20"
 - Condition: Good
 - Summary: The live oak is in good overall condition. Tree has a minor of amount of storm damage.
 - Reason for removal: tree located in building envelope or pavement
 - Tree Tag #: 18281
 - Species: Live Oak
 - Caliper inches: 22.5"
 - Condition: Fair
 - Summary: Waist measurement taken approximately 12" above grade. The live oak is in fair overall condition. Moderate amounts of storm damage scattered throughout the canopy.
 - Reason for removal: tree located in building envelope or pavement

1208 E. Kennedy Blvd., Suite 230, Tampa, FL 33602 T: (813) 434-4770 F: (813) 445-4211

Documents submitted for review include:

- Map with proposed trees removed
- Photos of proposed trees removed
- Tree Mitigation Plan
- Tree Removal Request Application

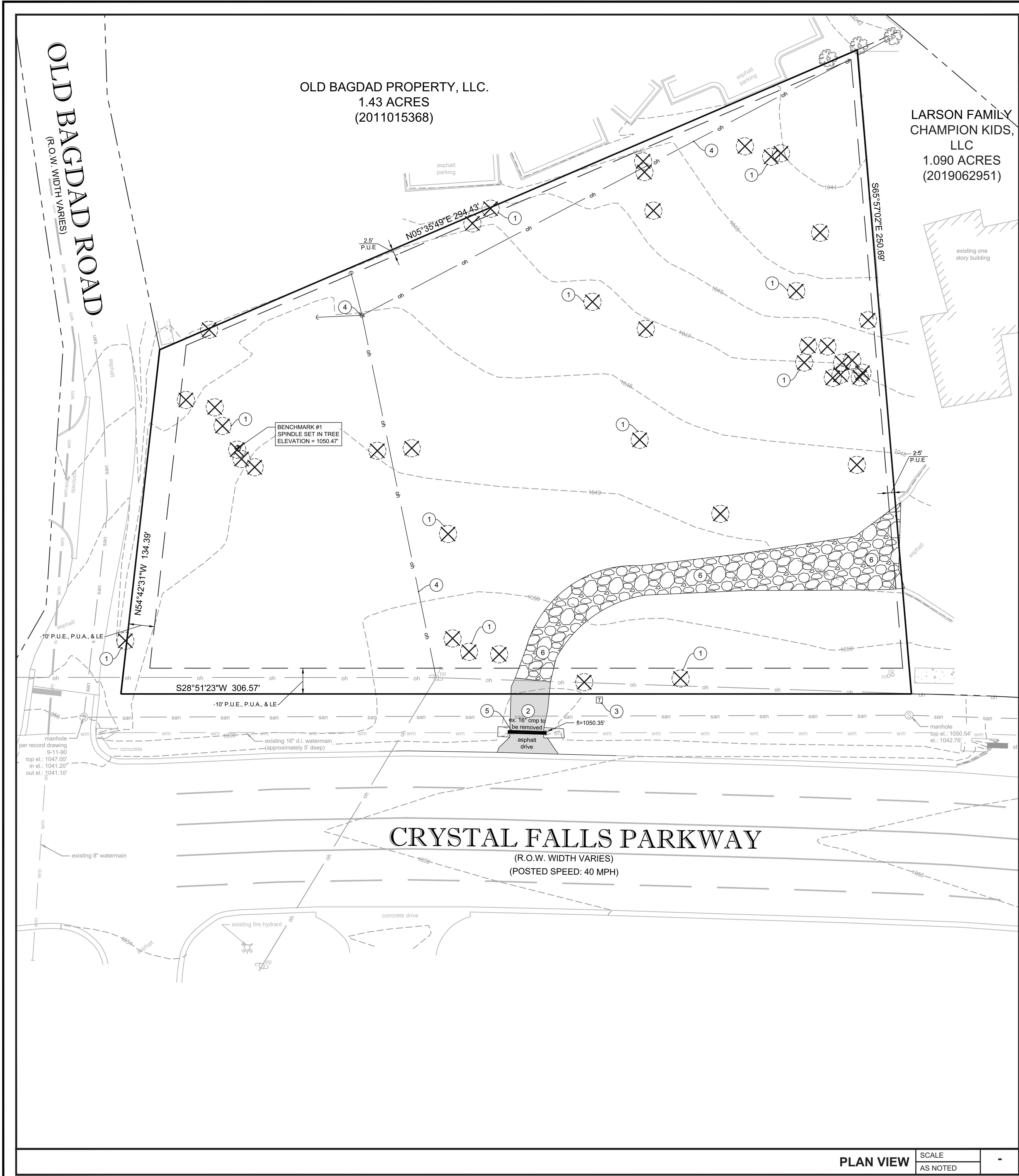
Should you have any questions or require any additional information, please e-mail Permitting@iegroup.net.

Sincerely,

Infinity Engineering Group, LLC.



Nisit Sapparkhao, P.E.
President



TREE INVENTORY

Tree #	DBH	Species	Significant	Remove	Tree Credit	Removal comments
401		9 Live Oak	x	x		0 Tree located in pavement
402		8 Live Oak	x	x		0 Tree too close pavement
6876		8 Red Oak	x	x		0 Tree too close pavement
6877		12 Live Oak	x	x		0 Tree located in building envelope or pavement
6878		8 Live Oak	x	x		0 Tree located in building envelope or pavement
6879		8.5 Live Oak	x	x		0 Tree located in building envelope or pavement
6880		8 Live Oak	x	x		0 Tree located in building envelope or pavement
6885		17 Live Oak	x	x		0 Tree located in building envelope or pavement
6886		12 Live Oak	x	x		0 Tree located in building envelope or pavement
6887		10.5 Live Oak	x	x		0 Tree located in building envelope or pavement
6888		11.5 Live Oak	x	x		0 Tree located in building envelope or pavement
6889		14 Red Oak	x	x		0 Tree located in building envelope or pavement
18246		14 Live Oak	x	x		0 Tree too close pavement
18247		10 Live Oak	x	x		0 Tree located in building envelope or pavement
18248		11 Live Oak	x	x		0 Tree located in building envelope or pavement
18249		8 Live Oak	x	x		0 Tree located in building envelope or pavement
18250		13.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18251		11.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18252		17 Live Oak	x	x		0 Tree located in building envelope or pavement
18254		14.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18255		9.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18256		15.5 Red Oak	x	x		0 Tree located in building envelope or pavement
18257		10.5 Live Oak	x	x		0 Tree too close pavement
18258		9.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18259		13 Live Oak	x	x		0 Tree located in building envelope or pavement
18260		17.5 Live Oak	x	x		0 Tree under utilities, grading changes
18261		8.5 Live Oak	x	x		0 Tree under utilities, grading changes
18262		18 Black Walnut	x	x		0 Tree located in building envelope or pavement
18263		20 Live Oak	x	x		0 Tree located in building envelope or pavement
18264		16 Live Oak	x	x		0 Tree located in building envelope or pavement
18266		9.5 Live Oak	x	x		0 Tree located in retaining wall, no place to move wall
18268		10 Live Oak	x	x		0 Tree located in building envelope or pavement
18269		9 Live Oak	x	x		0 Tree located in retaining wall, no place to move wall
18271		14.5 Live Oak	x	x		0 Tree located too close to utilities and transformer
18272		14.5 Live Oak	x	x		0 Tree located too close to utilities and transformer
18275		17.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18276		14 Live Oak	x	x		0 Tree located in retaining wall, no place to move wall
18277		14 Live Oak	x	x		0 Tree located in building envelope or pavement
18278		13 Live Oak	x	x		0 Tree located in building envelope or pavement
18279		13 Live Oak	x	x		0 Tree located in building envelope or pavement
18280		9 Live Oak	x	x		0 Tree located in building envelope or pavement
18281		22.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18282		10.5 Live Oak	x	x		0 Tree located in building envelope or pavement
18283		8 Live Oak	x	x		0 Tree located in building envelope or pavement
18285		13 Live Oak	x	x		0 Tree located in building envelope or pavement

45	556.0 Total - all trees	0.0
45	556.0 Total - significant trees only	0.0
513.5 Total inches - 8" to 18"		
42.5 Total inches - >18" to 26"		
43 Total inches - 8" to 18"		
2 Total trees - >18" to 26"		

ALL TREE INFORMATION PROVIDED BY TREE MANN SOLUTIONS ON 7/21/2023

TREE MITIGATION CALCULATIONS

TREE PRESERVATION PLAN

TREE CALIPER INCHES

TREE SIZE (in caliper inches)	TOTAL INCHES	SAVED INCHES	SAVED INCHES %	REMOVED INCHES	REMOVED INCHES %
8" to 18"	513.5	0	0%	513.5	100%
>18" to 26"	42.5	0	0%	42.5	100%
SUBTOTAL 8" to 26"	556.0	0	0%	556.0	100%
>26"	0.0	0	0%	0.0	0%
TOTALS	556.0	0	0%	556.0	100%

TOTAL TREES

TREE SIZE (in caliper inches)	TOTAL TREES	SAVED TREES	SAVED TREES %	REMOVED TREES	REMOVED TREES %
8" to 18"	43	0	0%	43	100%
>18" to 26"	2	0	0%	2	100%
SUBTOTAL 8" to 26"	45	0	0%	45	100%
>26" HERITAGE	0	0	0%	0	0%
TOTALS	45	0	0%	45	100%

MITIGATION PLAN: 8" - 18"

TREE SIZE (in caliper inches)	>50% REMOVAL	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
8" to 18"	256.75	257	-	-	\$ 38,700.00

MITIGATION PLAN: Protected & Heritage Trees

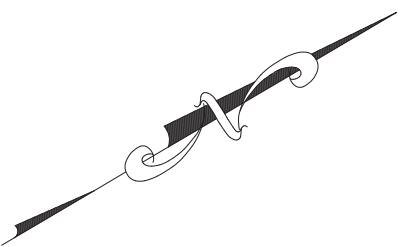
TREE SIZE (in caliper inches)	Removed (total inches)	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
>18" to 26"	42.5	-	85.0	-	\$ 12,750.00
>26" HERITAGE	0.0	-	-	0.0	\$ -

INSTRUCTIONS

Only include protected trees in the table
Provide the date of the survey - tree survey is required to be no older than 5 years
Mark all Heritage Trees to be removed with red circles and hash pattern
Tree caliper inch is measured at 4 feet

NOTES:

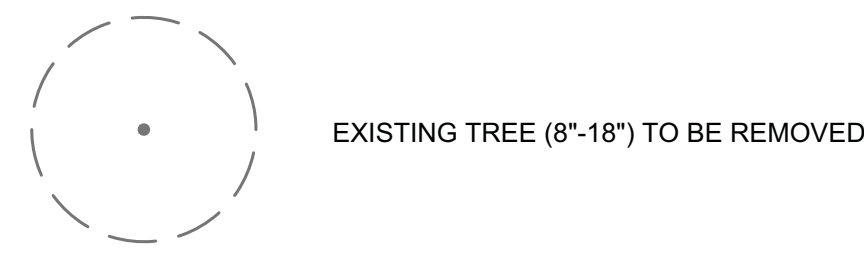
- 1) DUE TO LACK OF PLANTING SPACE, ALL TREE MITIGATION SHALL BE CASH-IN-LIEU.
- 2) THERE ARE NO EXISTING HERITAGE TREES ON-SITE.



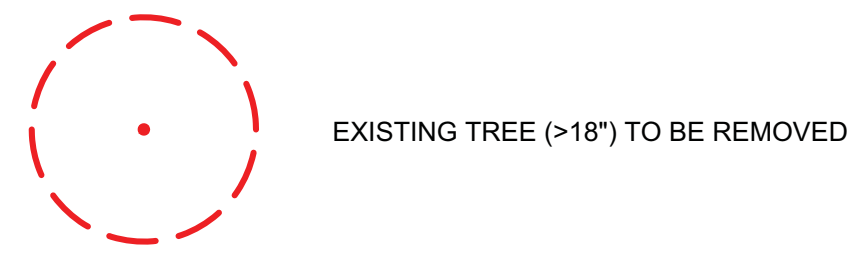
0' 10' 20' 40'

Scale 1" = 20'

LEGEND



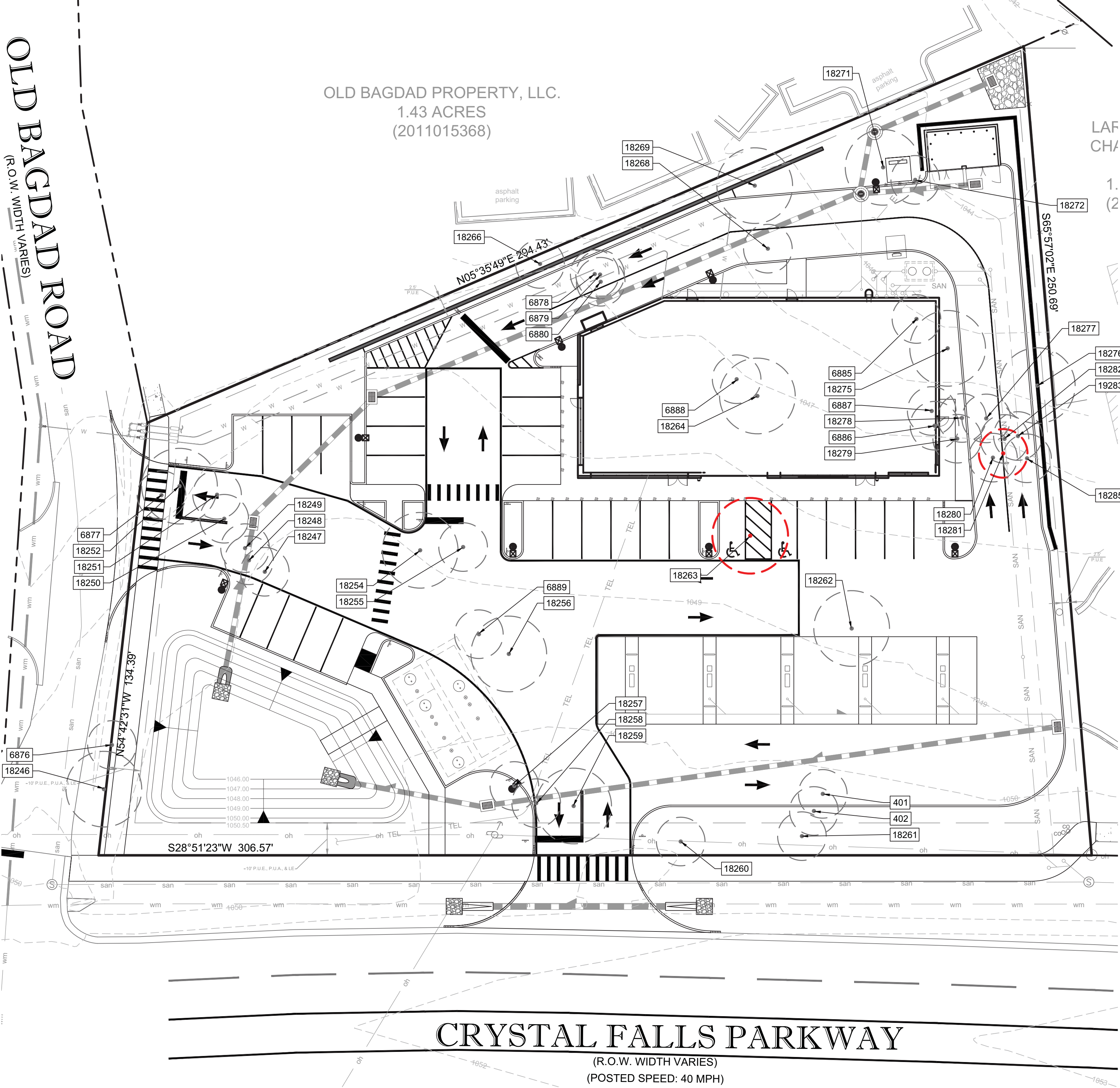
EXISTING TREE (8"-18") TO BE REMOVED



EXISTING TREE (>18") TO BE REMOVED



INDICATES TREE NUMBER



Tree Number	18263
Imported Description \ Survey Number	
Tree Species	Live Oak
Diameter (DBH)	20
Multi Stem	
Condition	Good
Notes	
Summary	The live oak is in good overall condition. Tree has a minor of amount of storm damage.



Photos





Tree Number	18281
Imported Description \ Survey Number	
Tree Species	Live Oak
Diameter (DBH)	22.5
Multi Stem	
Condition	Fair
Notes	
Summary	Waist measurement taken approximately 12" above grade. The live oak is in fair overall condition. Moderate amounts of storm damage scattered throughout the canopy.



Photos







EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Discuss and consider action on Tree Removal Case TRP-24-0034 regarding removal of two (2) Heritage Trees associated with the Wildspring subdivision and the CR 175 Public Improvement Construction Plan Case PICP-23-0052 generally located northwest of the intersection of CR 177 and CR 175, Leander, Williamson County, Texas.

BACKGROUND:

This request is the first step in the tree removal request process. This request includes removing trees within the turning lane of the proposed improvements to CR 175. During the public improvement review process, the applicant has requested to remove two (2) Heritage Trees which are in conflict with the current alignment and roadway design.

HISTORY/TIMELINE:

APPLICANT/AGENT:

Pape-Dawson Engineers (Aimee Chavez, P.E.) on behalf of Toll Southwest LLC, (David M. Boswell).

RECOMMENDATION:

Staff recommends approval of this request.

PRESENTER:

Michael Chenausky AICP, Senior Planner

Attachments:

1. TRP-24-0034 Att 1 Planning Analysis
2. TRP-24-0034 Att 2 - Location Map
3. TRP-24-0034 Att 3 - Aerial Map
4. TRP-24-0034 Att 4 Letter of Intent
5. TRP-24-0034 Att 5 Tree Removal Exhibit



PLANNING ANALYSIS

TREE REMOVAL CASE TRP-24-0034 CR 175 & WILDSRING SUBDIVISION

GENERAL INFORMATION

Owner/Agent:	Pape-Dawson Engineers (Aimee Chavez, P.E.) on behalf of Toll Southwest LLC, (David M. Boswell).
Current Zoning:	Mason Tract Minor PUD (Planned Unit Development) with the base zoning district of SFC-2-B (Single-Family Compact)
Size and Location:	The property is generally located northwest of the intersection of CR 177 and CR 175, Leander, Williamson County, Texas, including approximately 2.46 acres.
Staff Contact:	Michael Chenausky AICP, Senior Planner

APPLICANT REQUEST

The applicant has submitted a request to remove two (2) Heritage Trees (a total of 57 caliper inches) due to the public improvement construction plans associated with the CR 175 expansion and realignment. Per Composite Zoning Ordinance, Article VI, Section 1(c), removal of Heritage and/or Significant Trees greater than eighteen (18") caliper inches require the approval of the Planning and Zoning Commission and, in the case of Heritage Trees greater than twenty-six (26) caliper inches, the City Council.

SITE INFORMATION:

SURROUNDING AREA:

This property is located at near the Edgewood subdivision, at the corner of CR 177 and CR 175. The properties surrounding the project include the following uses:

- NORTH: Undeveloped Residential
- WEST: Undeveloped Residential
- SOUTH: Residential (Creek Meadows Estate)
- EAST: Residential (Edgewood Subdivision)

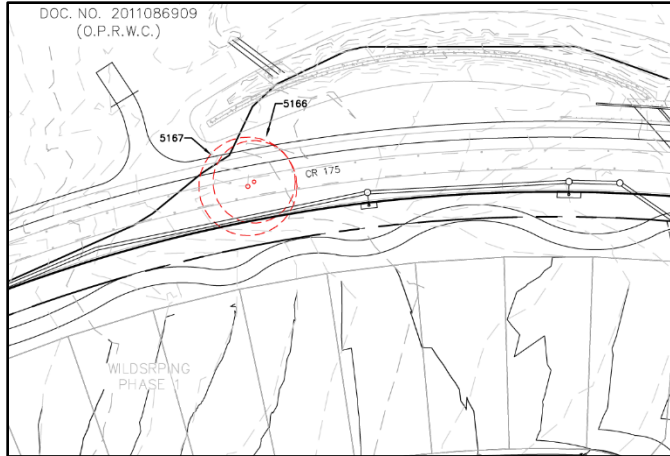
PHYSICAL AND NATURAL FEATURES:

In this area, CR 175 includes significant bends in the road which make it difficult to preserve adjacent trees when working to improve the alignment.

APPROVAL CRITERIA:

The Composite Zoning Ordinance includes the following tree mitigation requirements:

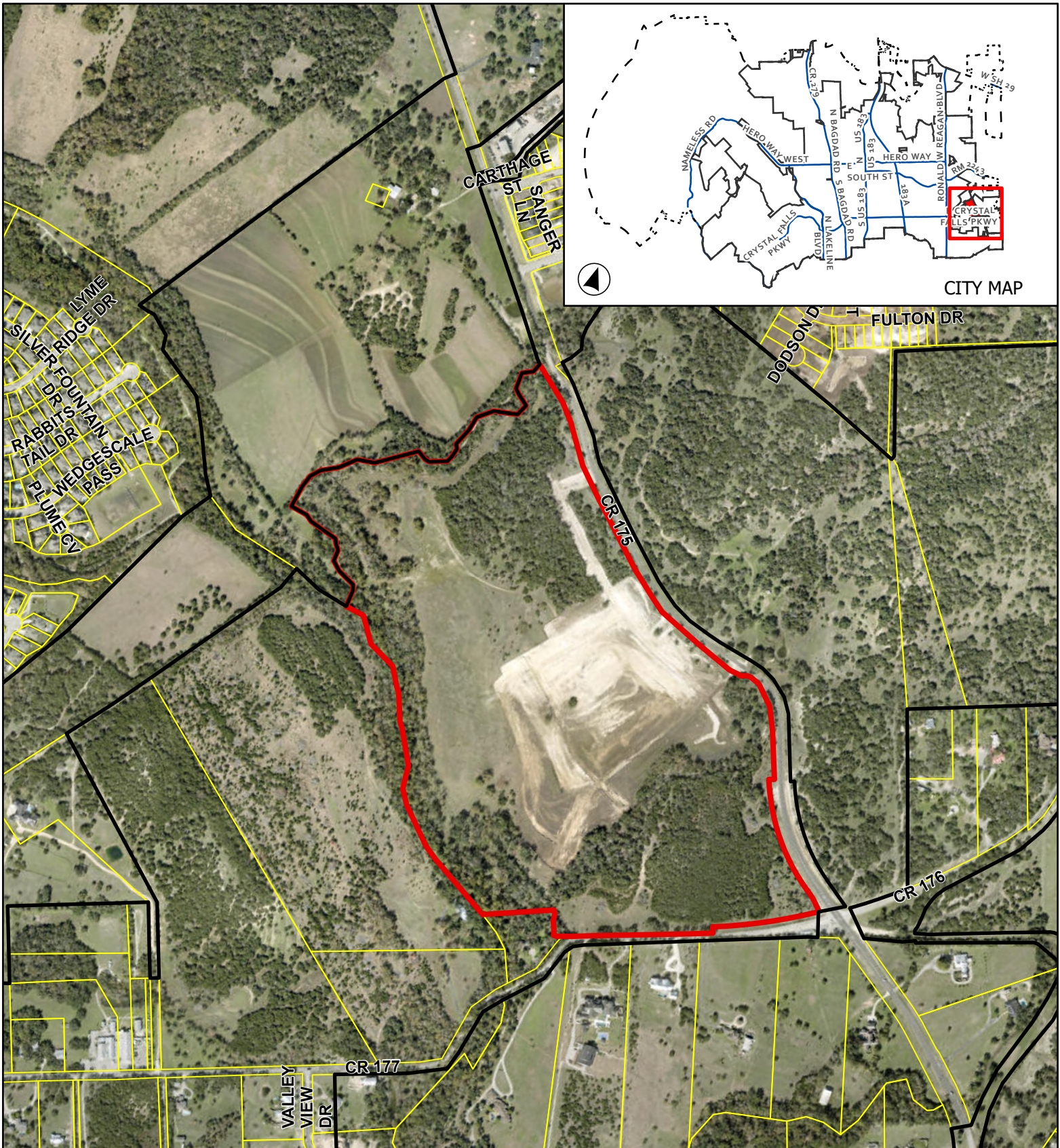
- Heritage Trees (>26 caliper inches) require approval by the Commission and Council, a replacement ratio of 3:1, and a removal fee in the amount of \$300 per caliper inch.



LSI Tree Number	Tree Mann Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal	Phase Location
5166		LIVE OAK	27	X		X	PAVEMENT	CR 175
5167		LIVE OAK	30.5	X		X	PAVEMENT	CR 175

Applicants' fees:

- Applicant will pay the \$300 per caliper inch for heritage tree removal (57 caliper inches at \$300 = \$17,250) through the construction plan project.
- The applicant will be providing the mitigation requirements for the CR 175 roadway improvements with the Wildspring Phase 1 (PICP-22-0037) project.



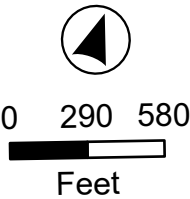
CASE: TP-24-0034

ATTACHMENT 3

WILDSPRINGS PH 1

Aerial Map

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.



- Leander City Limits
- Subject Boundary

January 8, 2025

Ellen Coufal
Planning Coordinator
City of Leander
P.O. Box 319
Leander, Texas 78646

RE: Letter of Intent for Tree Removal Request for CR 175
Roadway Improvements
Associated App. No.: PICP-23-0052

Dear Ms. Coufal:

The submitted tree removal application is proposing to eliminate significant and heritage trees that conflict with the current alignment and roadway design for CR 175 Roadway Improvements (Reference PICP-23-0052). Only two heritage trees are proposed for removal with this application, a 27" Live Oak and a 30.5" Live Oak. These trees are identified in tree removal exhibit as Tree Number 5166 and 5167. Their location is within the turning lane of proposed CR 175 Roadway Improvements, and their elimination cannot be avoided.

Please contact me if you have any questions or need additional information concerning this request.

Sincerely,
Pape-Dawson Consulting Engineers, LLC.



Aimee Chavez, P.E.
Associate Vice President

H:\Projects\514\80\00\301 Construction Documents\Documents\Plan Processing\City\Tree Removal Permit Submittal #3\250108 Wildspring Phase 1 - Tree Removal Letter.docx



Tree Mitigation Requirements	Total	Removed	Mitigation Ratio	Mitigation Required	Mitigation Provided
Existing 8" 17.99"	16,317.50	283.50	1 to 1	283.50	283.50
Existing 18-25.99"	4,902.50	145.00	2 to 1	290.00	290.00
Existing 26" ***	2,705.50	57.50	3 to 1	172.50	0.00
Existing Trees	23,925.50	486.00		746.00	574.00

Heritage Tree Fees	Total Inches	Fee	Total Fee Calculation		
Existing 26"+ removed	57.50	\$300 per inch	\$17,250.00		
Fee in Lieu Calculations	Total Inches	Fee			
Remaining Mitigation Inches	0	\$150 per inch	\$0.00		
Total Fee			\$17,250.00		

*Up to 50% of Significant Trees between 8" and 25.99" caliper inches may be removed during plat stage without *** Required mitigation is met by preservation of existing trees on site.

*** Mitigation Provided Through Preserve Tree Credits.

**** Any Tree Mitigation Fees associated with CR 175 Roadway Improvements shall be paid with Wilspring Phase 1 (PICP-22-0037).

*Up to 50% of Significant Trees between **8" and 25.99"** caliper inches may be removed during plat stage without
 ** Required mitigation is met by preservation of existing trees on site.
 *** Mitigation Provided Through Preserve Tree Credits.
 **** Any Tree Mitigation fees associated with CR 175 Roadway Improvements shall be paid with Wildspring Phase 1 (PICP-22-00)



EXECUTIVE SUMMARY
1/23/2025

AGENDA SUBJECT:

Discussion regarding the Comprehensive Plan Implementation Schedule, Leander, Williamson & Travis Counties, Texas.

BACKGROUND:

The City Council adopted the current Comprehensive Plan on April 1, 2021 and has completed several updates listed in the History Section of this Executive Summary. Chapter 6 of the Plan includes an implementation schedule that lists the goals and strategies with timeframes. This agenda item includes a status update for the implementation schedule to show progress on the items.

HISTORY/TIMELINE:

04/01/2021 Adoption of the Comprehensive Plan Update
10/12/2021 Applicant update to the Future Land Use Map (Hampton Park Estates)
03/03/2022 COL update to the Future Land Use Map
04/07/2022 Applicant update to the Future Land Use Map (M Ranch)
05/19/2022 Applicant update to the Future Land Use Map (Leander Estates)
02/02/2023 COL update to the Comprehensive Plan to update the Transportation Master Plan (Republic Trails)
06/01/2023 COL update to the Comprehensive Plan to update the Transportation Master Plan
09/21/2023 Adoption of Old Town Master Plan
01/04/2024 COL update to the Comprehensive Plan and Future Land Use Map
03/07/2024 COL update to the Future Land Use Map (Water Master Plan Updates)
04/18/2024 Applicant update to the Future Land Use Map (Burleson)
04/04/2024 Applicant update to the Future Land Use Map (Oakmont)
10/03/2024 COL update to the Future Land Use Map (Transportation Master Plan Updates)
10/03/2024 COL update to the Future Land Use Map (Wastewater Master Plan Updates)
10/17/2024 Applicant update to the Future Land Use Map (Northline Retail)

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

See Planning Analysis.

PRESENTER:

Karina L. Castillo, AICP, Planning Manager

Attachments:

1. Att 1 Planning Analysis Comprehensive Plan Implementation Update
2. Att 2 Implementation Schedule 2025 Update



PLANNING ANALYSIS

COMPREHENSIVE PLAN IMPLEMENTATION SCHEDULE 2025 UPDATE

BACKGROUND

The City Council adopted the current Comprehensive Plan on April 1, 2021 and updated it on March 3, 2022, June 1, 2023, January 4, 2024, March 7, 2024, and October 3, 2024. Chapter 6 of the Plan includes an implementation schedule that lists the goals and strategies with timeframes. This agenda item includes a status update for the implementation schedule to show progress on the items.

SUMMARY

The Planning & Zoning Commission is presented with an update to the Comprehensive Plan's Implementation Schedule to identify the progress made to the Comprehensive Plan and to inform of upcoming updates. The Commission has the opportunity to make recommendations to Staff for Capital Improvement Projects to be included in the upcoming Capital Improvement Plan.

GOALS COMPLETED

The following goals have been completed:

- 1.2.5 Review the lighting ordinance to ensure appropriate and compatible site and building lighting for new development.
- 2.2.1 Identify and prioritize recruiting through a targeted industry analysis.
- 3.1.1 Identify and prioritize the recruitment of primary jobs through a targeted industry analysis.
- 4.1.4 Create a targeted marketing campaign for the Leander Station activity center as a premier regional destination.
- 5.2.5 Consider the creation of a "Leander Beautification" committee to identify improvements citywide.
- 6.1.1 Develop a detailed master plan for Old Town Leander.
- 6.2.3 Conduct a parking assessment in Old Town.
- 6.2.5 Explore funding opportunities for public improvements.
- 7.2.3 Develop a phasing plan to replace and/or upgrade playscapes.
- 7.2.5 Review the parkland dedication ordinance to ensure desired neighborhood park outcomes.
- 8.3.3 Encourage volunteer assistance to generate civic pride and enthusiasm.
- 9.1.2 Update the City's street cross-sections to ensure a balance of safety and people-centered streetscape elements.
- 11.2.2 Pursue and implement an update to the Water Master Plan.
- 11.2.3 Pursue and implement an update to the Wastewater Master Plan.
- 11.2.4 Conduct the five-year update of the Water and Wastewater Impact Fees.
- 12.2.4 Conduct an update of the 2015 Multi-Hazard Mitigation Plan.

PLANS AND ORDINANCES UPDATES

The following updates were made to ordinances and plans:

1. In February 2024, the Noise Ordinance was amended to adopt new regulations.
2. In March 2024, the Water Master Plan was updated to include new demand projections and recommend Capital Improvement Projects..
3. In June 2024, the Composite Zoning Ordinance was updated to include a definition and regulations for Vape Shops and Smoke Shops.

4. In June 2024, the Subdivision Ordinance was updated to allow for subdivision application to be approved administratively unless it includes tree removals or a public hearing is required.
5. In July 2024, the Composite Zoning Ordinance was updated to include an overlay for Entertainment District and included some additional definitions and regulations for compatible uses.
6. In September 2024, the Council adopted an ordinance that allows for License Agreement to be approved by the City Manager.
7. In September 2024, the Parkland Dedication, Park Improvement, and Parkland Fee-in-Lieu regulations and requirements were amended to adjust the calculation for fee in lieu of parkland and adopt new park improvement fees.
8. In October 2024, the Thoroughfare Master Plan was updated to include realignment of proposed roads, the removal of proposed roads, and the addition of new proposed roads.
9. In October 2024, the Wastewater Master Plan was updated to consider the most recent growth projections and recommend Capital Improvement Projects.
10. In November 2024, the Type 2 Site Component regulations were updated to adjust the building size maximum when not adjacent to residential uses.
11. In December 2024, the Composite Zoning Ordinance was updated to include new standards for Dry Utilities and added the option for an early grading phase with Site Developments.
12. The Wireless Communications Facilities ordinance is expected to be approved in February 2025 and will include updated regulations that accommodate new technologies.

UPCOMING UPDATES

The City of Leander Charter requires that the Comprehensive Plan is considered for an amendment or revision every five years. The City Council has approved the Request for Proposal (RFP) for the Comprehensive Plan Update on December 5, 2024. The Comprehensive Plan update will also include an update to the Transportation Master Plan and suggested actions to subsequently update the Composite Zoning Ordinance, Subdivision Ordinance, and other development regulations and standards. A critical piece of the update will include the Economic Development Element that provides an analysis to include a recommended land use mix that will achieve economic sustainability for the city. The next step in this process is for staff to issue the RFP and evaluate submissions.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 1: Economic Growth - Quality growth and development to generate a diverse tax base.								
Strategy 1.1: Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.								
1.1.1	Follow the Future Land Use Map guidance for zoning and development decisions.	Policy				X	Development Services	Ongoing
1.1.2	Implement the comprehensive plan's design character framework to ensure appropriate design characteristics.	Regulation				X	Planning	Ongoing
1.1.3	Maintain and implement fiscal, administrative and regulatory policies and processes designed to stimulate increased economic activity and investment in the City.	Policy				X	Planning, Economic Development	Ongoing
1.1.4	Prioritize value-intense development within the boundaries of the Tax Increment Reinvestment Zone (TIRZ) financing district.	Policy				X	Planning, Economic Development	Ongoing
Strategy 1.2: Maintain development codes that achieve the community's desired character and quality.								
1.2.1	Encourage and promote quality development through predictable and flexible development codes.	Policy				X	Planning	Ongoing
1.2.2	Pursue a near-term, comprehensive assessment of the development codes.	Study				X	Planning	Ongoing - Initiated staff committee to evaluate codes and suggest updates. The committee meets monthly.
1.2.3	Prepare amendments to the development codes to address changing market demands and development patterns.	Regulation				X	Planning	Ongoing - Code updates are in discussion to increase the size of accessory structures to support work from home options. The Type 2 Site Component requirements were adjusted. Vape Shops were defined as a use and provided some additional requirements. Farmers' Market was added as a use and the Entertainment District overlay was established. The Parkland Dedication ordinance was updated to revise the requirements. The Dry Utilities requirements were updated to include additional standards and an early grading process was established. The Wireless Communication Facilities ordinance was updated to include new standards.
1.2.4	Prepare amendments to the development codes and investment strategies for development along greenways.	Regulation				X	Planning, Parks and Recreation, Economic Development	Ongoing - The Parkland Dedication Ordinance was updated to include new standards. Code updates are in discussion to amend greenway requirements.
1.2.5	Review the lighting ordinance to ensure appropriate and compatible site and building lighting for new development.	Regulation	X				Planning, Code Enforcement	Complete - Amended the sign ordinance to update standards. Dark Sky Ordinance is in place for all new development. Added updates to the Sign Ordinance with regards to lighting.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 2: Commercial Development - A dynamic commercial marketplace welcoming business opportunity.								
Strategy 2.1: Expand commercial tax base through strategic investment, support for local businesses, and partnerships with regional economic entities.								
2.1.1	Support the success of existing businesses and cultivate a robust entrepreneurship and innovation eco-system.	Policy				X	Economic Development, Public Information Office	Ongoing - Promoting the success of legacy businesses like One Source Manufacturing
2.1.2	Devise a unique Leander “shop local” strategy.	Program				X	Economic Development, Public Information Office	Ongoing - Have coordinated with Chamber on video series, sharing ribbon cutting events on social, and thanking local business sponsorship
2.1.3	Evaluate opportunities to utilize public investment tools and programs to grow the local economy.	Policy				X	Economic Development	Ongoing
2.1.4	Develop and utilize an economic impact analysis tool such as a cost-to-serve model to examine the tax base and service implications of new developments.	Study				X	Economic Development	Ongoing - Implemented use of Impact DataSouce to examine economic impact of potential projects and prospects.
2.1.5	Monitor Leander’s tax and fee structure to maintain competitive rates in the region.	Policy				X	Economic Development	Ongoing - Staff evaluates tax and fee structure of nearby communities when adopting new rates.
Strategy 2.2: Facilitate quality commercial development through targeted marketing and a commitment by the City to help businesses grow and expand								
2.2.1	Identify and prioritize recruiting through a targeted industry analysis.	Regulation	X				Planning, Economic Development (With The Chamber of Commerce)	Completed- Identified target industries in Economic Development Strategic Plan.
2.2.2	Prioritize commercial growth through the use of zoning, the Future Land Use Map, and prioritized investments and incentives.	Study				X	Economic Development	Ongoing -
2.2.3	Consider the impacts of economic development in all aspects of City decision-making and operations.	Program				X	Economic Development, Public Information Office	Ongoing - Coordinating with all departments on utility, road, budget and growth impacts.
2.2.4	Promote Leander’s positive outlook through story feeds and experiences as part of a cohesive digital communications strategy that aligns with the Leander brand.	Program				X	Public Information Office	Ongoing - Working with local video production companies to promote small businesses and highlight legacy employers. Also promoting profiles of city staff.
2.2.5	Conduct an annual regulatory review meeting.	Coordination				X	Development Services	Ongoing - The Development Forum was held in August 2024.
2.2.6	Convene a task force of local and area commercial real estate developers to examine challenges and opportunities for Leander to succeed with commercial development.	Coordination				X	Economic Development, (With The Chamber of Commerce)	Ongoing - Have held multiple industry roundtable discussions with the Leander Chamber of Commerce and stakeholders.

2.2.7	Streamline the development process through identification of process improvements.	Study				X	Development Services	Ongoing - Development Hub was launched in 2022. Staff is evaluating the annual report to analyze the performance of the software. The Citizen Connect extension is in progress and will be launched soon. Camino guides are being finalized. Staff has initiated several updates to the development process such as established a Development Review Committee, following up on stagnant projects, meeting with customers after the third review, in house scanning of final documents, administrative approval of subdivision applications, creating applications in the back office, and installing a customer kiosk.
-------	--	-------	--	--	--	---	----------------------	---

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

ECONOMIC PROSPERITY ACTIONS			ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
				0-2	3-5	6-10	Ongoing		
Goal 3: Employment - Leander is well-positioned as an attractive place for employers.									
Strategy 3.1: Expand promotional and recruitment efforts to proactively position Leander to attract top-level talent and primary jobs.									
3.1.1	Identify and prioritize the recruitment of primary jobs through a targeted industry analysis.	Study	X				Economic Development	Completed - Identified target industries in Economic Development Strategic Plan.	
3.1.2	Aggressively market and cultivate both large, high-wage employers and smaller, locally-owned entrepreneurial businesses and startup firms.	Coordination				X	Economic Development, Public Information Office	Ongoing - Staff creates customized marketing collateral when visiting with prospects.	
3.1.3	Prioritize the recruitment of destination-oriented concepts, including entertainment, restaurants, and retail venues identified in the Retail Leakage Study.	Policy				X	Economic Development	Ongoing - Implemented Destination Incentive Restaurant Incentive Program.	
3.1.4	Promote Leander's community amenities, quality of life elements, and award-winning schools as a recruitment strategy.	Program				X	Economic Development, Public Information Office, (With The Chamber of Commerce)	Ongoing - Completed video highlighting Leander assests.	
3.1.5	Strengthen cooperation and partner with the Leander Chamber of Commerce to ensure regional patnerships.	Coordination				X	Economic Development, (With The Chamber of Commerce)	Ongoing - Maintain partnerships with the Leander Chamber, Williamson County Economic Development Partnership, Opportunity Austin and the Governor's Office of Economic Development.	
3.1.6	Pursue state and national recognition certifications to promote Leander.	Coordination				X	Public Information Office	In research	
Strategy 3.2: Utilize partnerships to assist in the effort to prepare economic development sites for employment.									
3.2.1	Engage with landowners to encourage quality desired development in Employment Center and Activity Center areas.	Coordination				X	Planning, Engineering, Economic Development	Ongoing - Staff routinely engages with landowners to determine interest in responding to leads for development opportunities. Discussions regarding updates to the Employment Center were initiated with a workshop with Council.	
3.2.2	Develop marketing and branding material that responds to key information needs of site selectors, brokers, developers, and targeted prospects. Website Update	Program				X	Public Information Office	Complete/Ongoing - Launched new website in Nov 2023 and City joined the Wilco EDP in Feb 2023 to initiate joint marketing to targeted prospects.	
3.2.3	Consider methods of public-private partnerships and cost- sharing.	Coordination				X	Economic Development	Ongoing - All available incentives are listed on the city website and staff evalutes all available tools for economic development projects.	

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS	
			0-2	3-5	6-10	Ongoing			
Goal 4: City Center - A new urban city center to capitalize on the Leander Station.									
Strategy 4.1: Continue efforts regarding the construction of projects within the Leander Central/Transit-Oriented Development District as a mixed-use urban environment.									
4.1.1	Study moving City Hall to the Leander Central area.	Study			X		Administration	Pending - City gathering more information to determine future location of City Hall. This information will be included in a comprehensive Facility Master Plan.	
4.1.2	Begin to treat the Leander Central area as the city center in future decision-making to distinguish it from Old Town.	Policy				X	Development Services	Ongoing - Old Town Master Plan is complete. Northline has began operations in some of the development as the rest continues under construction. An amendment to the Northline PUD was processed and the Northline Retail PUD was established.	
4.1.3	Continue the regulatory and financial design framework for the Leander Central and Urban Mixed-Use areas.	Regulation				X	Planning, Economic Development	Ongoing	
4.1.4	Create a targeted marketing campaign for the Leander Station activity center as a premier regional destination.	Program				X	Economic Development, Public Information Office (With The Chamber of Commerce)	Complete/Ongoing - Coordinated video to highlight Leander assets. Continuing Chamber partnership.	

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 5: Community Branding - Establishment of a community brand that showcases Leander’s uniqueness.								
Strategy 5.1: Create a brand for Leander that captures Leander’s identity.								
5.1.1	Begin a branding conversation to elevate Leander’s identity. Provide a scope.	Study				X	Public Information Office	Ongoing - Launched new website in Nov 2023, received input on Leander identity during Old Town Master Plan development, approved Sept 2023. Continuing to evaluate functionality of city website.
5.1.2	Promote community history and points of interest in the branding plan.	Study				X	Public Information Office	Ongoing - working on multiple projects including Bryson Farmstead, Old Town Park, Old Town Master Plan, and US 183 Corridor Study.
5.1.3	Prepare marketing and promotional materials as part of the new brand.	Program			X		Public Information Office	In research - Developing request for proposal for community branding and communications strategy.
Strategy 5.2: Develop gateway features and wayfinding that delineate the boundaries of the City and guide visitors and residents to key destinations.								
5.2.1	Create a gateway and signage plan to showcase the new brand and identity elements.	Study		X			Public Information Office	In Progress - Old Town Master Plan approved Sept 2023 includes recommendation for branded wayfinding in Old Town. Citywide plan in research. Develop request for proposal for community branding.
5.2.2	Study regional corridors for gateway enhancements.	Study			X		Planning, Public Information Office	Pending - US 183 Corridor Study was adopted on January 16, 2025. Staff will continue to evaluate other corridors.
5.2.3	Prepare a corridor study for US 183 to create a “main street” arrival adjacent to Old Town.	Study			X		Planning, Public Information Office	Pending - US 183 Corridor Study was adopted on January 16, 2025. Staff will begin to investigate grant opportunities .
5.2.4	Explore landscaping enhancements on major highway corridors.	Study			X		Planning, Parks and Recreation	
5.2.5	Consider the creation of a “Leander Beautification” committee to identify improvements citywide.	Coordination		X			Planning, Public Information Office, Parks and Recreation	Completed - Ad Hoc Committee on beautification created by the Mayor.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS	
			0-2	3-5	6-10	Ongoing			
Goal 6: Old Town - A destination focused on the arts, shopping, and entertainment honoring Leander’s heritage.									
Strategy 6.1: Develop a cohesive plan to make Old Town Leander a unique place with a distinct identity.									
6.1.1	Develop a detailed master plan for Old Town Leander.	Study	X				Planning, Engineering	Completed - Old Town Master Plan was completed in 2023.	
Strategy 6.2: Encourage development and activity in Old Town with locally-owned and unique shopping, dining, and entertainment opportunities.									
6.2.1	Consider amendments to the development codes to encourage desired uses in Old Town.	Regulation				X	Planning	Ongoing - The Entertainment District was adopted in July 2024.	
6.2.2	Develop annual work plans for Old Town development initiatives.	Program		X			Planning, Parks and Recreation, Economic Development	Ongoing - The Old Town Master Plan was completed in 2023 and implementation will begin soon. Improvements will be considered for the FY26 budget.	
6.2.3	Conduct a parking assessment in Old Town.	Study	X				Planning, Engineering	Completed - The Old Town Master Plan was completed in 2023 and includes a parking assessment.	
6.2.4	Continue the Old Town Revitalization Program.	Program				X	Economic Development	Ongoing - Old Town gas line expansion completed in 2023. The fire improvements project, Old Town Park, and the Broade Street striping project are ongoing. Allocated \$250,000 in FY 25 budget for the creation of an Old Town Grant Program.	
6.2.5	Explore funding opportunities for public improvements.	Capital Investment				X	Administration, Finance	Complete/Ongoing – City received \$7.9 million from CapMetro in 2022 for Old Town improvement projects. City also is evaluating potential funding sources identified in Old Town Master Plan approved Sept 2023.	
6.2.6	Carefully consider the transitional compatibility with existing residential as Old Town evolves into an all-day activity area.	Study				X	Planning	Ongoing - The Old Town Master Plan provides suggestions for code updates. We will consider transitional compatibility with the updates.	
Strategy 6.3: Promote the desired Old Town development character by incorporating and preserving elements of Leander’s heritage and history into Old Town Leander.									
6.3.1	Create a Leander heritage promotion program that educates and celebrates Leander’s rich history.	Program				X	Economic Development, Public Information Office	Complete/Ongoing - Historical Preservation Commission hosts historical displays at the library and promotes history at Council meetings. Historical art displays also being considered in future park developments.	
6.3.2	Explore opportunities to qualify for state and federal resources related to historic preservation and public art.	Program				X	Economic Development		
6.3.3	Encourage the preservation and rehab of contributing historic structures.	Policy				X	Economic Development		
6.3.4	Allocate funds for the construction of an Old Town park.	Capital Investment		X			Parks and Recreation	Pending - Funds are in place for the Old Town Park, but have been reduced to cover budget shortfalls of the Senior Center. Funds remain for a shade structure over the stage area, but not additional site projects.	

6.3.5	Consider moving City Hall and civic center facilities partially or entirely to another location in the city.	Study			X		Administration	Pending - City gathering more information to determine future location of City Hall. Developing proposal for comprehensive Facility Master Plan.
-------	--	-------	--	--	---	--	----------------	--

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 7: Outdoor Spaces - Activated, connected, and destination-based outdoor spaces.								
Strategy 7.1: Build and connect a community-wide system of linear greenway parks and trails.								
7.1.1	Establish a greenways network through partnerships and regulations.	Coordination/ Regulation				X	Parks and Recreation	Ongoing -Trail network mapping updates being developed through GIS and PARD based on recent development. PARD is focusing efforts on 'gaps' that exist between developments/parks and working with land developers to prioirtize trails through the Parkland Dedication process.
7.1.3	Conduct a detailed feasibility study for the future San Gabriel River Regional Trail.	Study		X			Parks and Recreation	Ongoing - Funding request for the feasibility study to be included in the FY26 budget process.
7.1.4	Pursue a trail access corridor to the Balcones Canyonlands Preserve.	Capital Investment			X		Parks and Recreation	Ongoing - will work with GIS to identify routes.
7.1.5	Partner with Cedar Park to connect Lakewood Park to the Williamson County Southwest Regional Park and Brushy Creek trail extension.	Coordination		X			Parks and Recreation	Ongoing - segments along the route are being developed.
7.1.6	Partner with public and private organizations to expand regional trail connectivity that support transportation and recreation.	Coordination				X	Parks and Recreation	Ongoing - PARD is partnering with Red Line Parkway Trail Initiative to develop a regional trail from Austin to Leander along the CapMetro Red Line railway.
Strategy 7.2: Expand the parks system and recreation offerings to keep pace with community growth.								
7.2.1	Implement the 2019 Parks Master Plan.	Coordination				X	Parks and Recreation	Ongoing - Funding request to be included in the FY26 budget process to update the master plan.
7.2.2	Increase recreation opportunities and programming throughout the community to serve a diverse, multi-generational population.	Program				X	Parks and Recreation	Ongoing - Hired a consultant in July of 2022 to provide a master plan and design fo the South San Gabriel River Park and Leander Atheletic Complex. Leander Activity Center opened in spring of 2022
7.2.3	Develop a phasing plan to replace and/or upgrade playscapes.	Program		X			Parks and Recreation	Complete - Replacement of two park playscapes have been completed for Devine Lake Park (August 5, 2023), and Robin Bledsoe Park - (October 8, 2023).
7.2.4	Acquire property for a signature community park in northwest Leander.	Capital Investment		X			Parks and Recreation	Ongoing - Site analysis to be completed with future studies and to align with both the Comphrensive Plan and Parks Master Plan updates.
7.2.5	Review the parkland dedication ordinance to ensure desired neighborhood park outcomes.	Study				X	Parks and Recreation	Complete - The amended parkland dedication ordinance was adopted in October 2024.
Strategy 7.3: Pursue signature destinations for events and regional attractions.								
7.3.1	Encourage and invest in event spaces for entertainment and activities for local and regional attraction. Hotel legislation	Capital Investment				X	Economic Development, (With The Chamber of Commerce)	Ongoing - Completed Hotel Study in 2024. Passed HB 4103 to create incentives for potential event space.

7.3.2	Identify opportunities to use parks for tourism and events.	Coordination				X	Parks and Recreation, Public Information Office, (With The Chamber of Commerce)	Ongoing - Partnered with third parties to host Diwali and Bathukamma festivals in 2023 and updated Parks User Fees Policy in Jan 2024 to utilize Lakewood Park for more large-scale events.
7.3.3	Expand opportunities for public art in outdoor spaces throughout Leander	Program				X	Parks and Recreation	Ongoing - New sculpture was added to Lakewood Park along with new mural at Robin Bledsoe Park in 2023. LPACC is working on a new sculpture to be installed in Devine Lake Park in 2025.
7.3.4	Increase the number of community events (festivals, concerts, farmer's markets, etc.).	Coordination				X	Parks and Recreation, Public Information Office, (With The Chamber of Commerce)	Ongoing - Parks Fees Policy was updated in January 2024 to utilize Lakewood Park for more large-scale events.
7.3.5	Develop the future San Gabriel Park property and consider additional expansion acreage, if possible.	Capital Investment		X			Parks and Recreation	Ongoing - Hired a consultant in July of 2022 to provide a master plan and design fo the South San Gabriel River Park and Leander Atheletic Complex.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 8: Education and Community Partnerships - Strong partnerships with education providers and community groups to achieve community goals and foster civic pride.								
Strategy 8.1: Support education providers to promote quality education for the next generation in Leander.								
8.1.1	Establish centers of excellence through engagements with Leander ISD, higher education institutions and local businesses.	Coordination				X	Planning, Engineering	Ongoing - Staff meets with the LISD demographer annually. Staff also meets with LISD during the planning and development stages of new schools. LISD receives a zoning notice for all residential cases.
8.1.2	Support and expand safe and connected routes to school.	Program				X	Planning, Engineering, Parks and Recreation	Ongoing - Will also be supported by the Transportation Master Plan.
8.1.3	Support efforts to integrate elementary schools within neighborhoods.	Coordination				X	Planning, Engineering	Ongoing
8.1.4	Consider shared-use facilities with schools.	Coordination				X	Parks and Recreation	Ongoing - Parks and Recreation currently contracts gym space for youth athletic leagues. Will look into potential partnerships for future before/after school care/camps.
Strategy 8.2: Support institutions of higher learning to expand educational opportunity.								
8.2.1	Leverage ACC's San Gabriel campus to cater the corporate training solutions programs to the needs of Leander such as developing strong technology and manufacturing fields.	Coordination				X	Administration	Ongoing – City is meeting with ACC and LISD officials to confirm needs. ACC currently exploring Early College High School program.
8.2.2	Partner with ACC San Gabriel campus on expansion of their campus, including a potential four-year university.	Coordination				X	Administration	Ongoing – City is meeting with ACC and LISD officials to confirm needs. ACC currently exploring Early College High School program.
Strategy 8.3: Continue to support community service groups, non-profits, and volunteers.								
8.3.1	Identify opportunities to partner with local groups for community action steps.	Coordination				X	Fire, Code Enforcement, Police, Public Information Office	Ongoing - The Fire Department's risk reduction program and the Police Departments's crisis response unit has established several partners within the community who have been instrumental in providing community action as it relates to assisting our vulnerable and at-risk populations. Continuing to work on ways to improve collaboration between the resources and better ways to connect those in need of help
8.3.2	Partner with medical institutions to promote health and activity.	Coordination				X	Human Resources	Ongoing - HR confirmed that staff is eligible for a corporate discount with YMCA and Planet Fitness. We use Next Level Urgent Care & CareNow for workers' comp, drug testing, fitness for duty, etc.
8.3.3	Encourage volunteer assistance to generate civic pride and enthusiasm.	Program				X	Public Information Office, (With The Chamber of Commerce)	Completed - Volunteer form has been established on the city website.
8.3.4	Consider partnership opportunities for a new community space.	Coordination				X	Parks and Recreation	Ongoing – partnership with Northline to create new Town Park.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 9: Transportation - Safe, connected, attractive streets as part of a balanced and diverse transportation network.								
Strategy 9.1: Continue to support well-designed and maintained streets to ensure safety and durability.								
9.1.1	Prioritize street safety elements in upcoming CIP projects.	Policy				X	Public Works	Ongoing - Several traffic signal and turn lane projects will improve safety.
9.1.2	Update the City’s street cross-sections to ensure a balance of safety and people-centered streetscape elements.	Regulation	X				Engineering	Completed - Transportation Master Plan has this updated
9.1.3	Support and expand pedestrian and bicycle connectivity. TMP	Program				X	Engineering, Parks and Recreation	Ongoing - Transportation Master Plan has this updated
9.1.4	Continue to assess pavement condition on City streets.	Study				X	Public Works	Ongoing - Pavement assessments were performed in 2015, 2020, and 2021 (after Winter Storm Uri). Public Works is issuing a RFQ for a consultant to provide a pavement assessment update in 2025.
9.1.5	Assess on-street parking situations where existing narrow streets challenge emergency response.	Study		X			Engineering, Fire, Police	Pending - Old Town Master Plan was completed in 2023, but study for the entire City has not been started. Public Works has provided a list of streets that are below the current street standards to the Fire Department. This list is being evaluated to determine if they create a challenge and if so, to determine what actions are needed such as creating no parking zones along those sections, or improving the roadway widths.
9.1.6	Consider grant opportunities for residential screening walls and compatibility elements that coincide with major street expansion.	Coordination		X			Planning	
Strategy 9.2: Ensure a connected, balanced network of streets and prioritize timely improvements through managed planning systems.								
9.2.1	Regularly re-evaluate the City’s methods for studying traffic impacts and assessing mitigation costs. Traffic Impact Fees	Study	X	X			Engineering	Pending - Roadway Impact Fees Ordinance was adopted in July 2022, fees will be assessed in 2023 and collected in 2024. Implemented a new procedure for traffic studies for new development. Currently reevaluating Roadway Adequacy standards requirements
9.2.2	Account for growth-based traffic congestion through managed planning and study.	Policy				X	Planning, Engineering	Pending - Transportation Master Plan includes and several Corridor Studies are in process and being finalized to manage the traffic congestion
9.2.3	Continue to monitor emerging modes of transportation.	Study				X	Engineering, Public Works	Ongoing - City is working with CapMetro
9.2.4	Evaluate opportunities to consider transportation demand management and smart city technologies.	Study				X	Engineering, Public Works	Ongoing - Demand study included in the Transportation Master Plan and No update to smart city technologies

9.2.5	Develop a formal signalized intersection review and approval process.	Program		X			Engineering, Public Works, (With TxDOT)	Ongoing - Engineering works with consultants for signal warrant studies for this as formal process. In addition to signal warrant studies, ENG and PW work together to review standard practices (MUTCD, TxDOT, etc.) and accident data provided by PD to review other intersection improvement requests (i.e. flashing beacons, crosswalks, signage, etc.)
Strategy 9.3: Foster strong relationships with regional mobility partners to expand Leander's influence on regional transportation decisions.								
9.3.1	Engage with TxDOT to evaluate a future US 183 turnback	Coordination			X		Public Works	Ongoing
9.3.2	Partner with regional transportation organizations to plan for priority transportation projects in Leander.	Coordination				X	Administration, Engineering, Public Works	Ongoing - Working with Williamson County, TxDOT and CAMPO to partner on current and future transportation projects including Hero Way East Expansion, Bar W traffic signal, North Bagdad Road widening, and Crystal Falls Pkwy extension design. City Projects were included in the CAMPO RTP completed in 2024.
9.3.3	Seek to expand enhanced transit service with CapMetro.	Coordination			X		Administration	Pending – City working with CapMetro to identify expansion opportunities for current Pickup service.
9.3.4	Partner with smaller cities in the CapMetro program to ensure equitable participation rates and service offerings.	Coordination				X	Administration	Ongoing – Council rep on CapMetro Board is communicating with small city counterparts.
9.3.5	Conduct a study to examine potential grade-separated railroad crossings.	Study			X		Engineering, Planning	Pending - 183 Corridor Study is evaluating railroad crossing. Expected to be complete in 2025.
9.3.6	Seek to integrate trail crossings and park signage on the 183A Toll extension.	Coordination		X			Parks and Recreation	Ongoing - Working with CTRMA to provide trail crossing under new 183A bridge to connect San Gabriel Park to the pedestrian trail on the westside of 183A

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 10: Housing - Long-term neighborhood integrity and a balanced, diverse mix of housing.								
Strategy 10.1: Maintain and/or improve affordability and diversity in the housing market.								
10.1.1	Encourage a variety of market-driven housing types.	Policy				X	Planning	Ongoing - This can be achieved through zoning. Currently the resolution regarding water has placed this strategy on hold.
10.1.2	Support senior living communities near neighborhoods and infill locations.	Regulation				X	Planning	Ongoing - This can be supported as development occurs.
10.1.3	Prepare amendments to the development codes to address Transitional development options.	Regulation				X	Planning	Pending - Planning will evaluate this update with our next round of ordinance updates.
10.1.4	Support emerging, flexible residential types in appropriate areas.	Regulation				X	Planning	Pending - Planning is working on updates to the ordinance that includes amendments to address the accessory dwelling concept.
Strategy 10.2: Support housing that has well-defined design character, compatibility with adjacent uses, and balanced density.								
10.2.1	Prepare amendments to the development codes that limit high- density multi-family in mixed-use activity centers.	Regulation				X	Planning	Ongoing - The Comprehensive Plan was amended to update the percentage of allowed residential uses in the mixed-use acitivity centers.
10.2.2	Review and assess compatibility standards between residential and non-residential uses.	Regulation				X	Planning	Pending - Staff presented updates to the ordinance in 2022 to update the compatibility standards for development. Staff will continue to monitor.
10.2.3	Prepare amendments to the development codes to improve the design quality and compatibility of attached residential products.	Regulation				X	Planning	Pending - Planning is working on updates to the ordinance and will include this proposal in the review.
10.2.4	Prepare amendments to the development codes to preserve the aesthetic in the Rural land use area depicted on the Future Land Use Map.	Regulation				X	Planning	Pending - Planning is working on updates to the ordinance and will include this proposal in the review.
10.2.5	Prepare amendments to the development codes to create a mid- density zoning district.	Regulation				X	Planning	On hold - This can be achieved through zoning. Currently the resolution regarding water has placed this strategy on hold.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 11: Utilities - Integrated and well-planned utility infrastructure to serve desired growth.								
Strategy 11.1: Continue to plan ahead of growth through integrated utility infrastructure planning.								
11.1.1	Align the Leander Capital Improvement Plan (CIP) with the comprehensive plan.	Coordination				X	Planning, Engineering, Public Works	Ongoing - CIP projects are developed based on the Comprehensive Plan, Transportation Master Plan, Wastewater Master Plan, and Water Master Plan
11.1.2	Continue to partner with franchise utility providers to plan ahead for critical infrastructure.	Coordination				X	Planning, Engineering, Public Works, IT	Ongoing - Engineering is working on developing a joint duct bank standard with franchise utility providers for future City projects
11.1.3	Design and manage the City’s stormwater system to mitigate against flooding.	Capital Investment		X			Engineering, Public Works	Ongoing - A FEMA LOMR is currently in process to update on FEMA Floodplains in the City to Atlas 14 Rainfall intensities. LOMR is expected to be completed in 2025. Public Works maintains an annual pond maintenance program to perform major rehabilitation on city maintained stormwater ponds in order to maintain optimum, designed, functionality. Current study of stormwater in Brushy Creek. A Stormwater Master Plan was initiated in 2024. TCEQ MS4 plan is being updated in 2025.
11.1.4	Work with telecommunication providers to facilitate enhanced broadband and 5G wireless service.	Coordination				X	Administration, IT, Engineering, Public Works	Ongoing - City has a quarterly meeting with Utility Providers to discuss issues and projects. City is evaluating microtrenching technology to encourage expansion of telecommunication services. IT coordinate meetings between city officials and ISP managers to get the ball rolling with appropriate departments like City Engineering, Development Services, and others.
11.1.5	Periodically review the City’s Standard Details construction document.	Study				X	Engineering, Public Works	Ongoing - Engineering has completed a review of the Standard Product List. Engineering will work with Public Works to continue to review City's Standard Details and make necessary modifications.
Strategy 11.2: Prioritize the long-term strategic planning and system health of the water and utilities.								
11.2.1	Consider options to solidify Leander's water system to ensure consistent service delivery.	Study				X	Engineering, Public Works	Ongoing - The City is working with the BCRUA Partners to expand the BCRUA Water Plant Capacity. In addition, the city working on several city water projects to ensure consistent water service delivery. Capital Improvements Program (CIP) continually assesses and adds to improve and expand water supply and resources as our highest priority.
11.2.2	Pursue and implement an update to the Water Master Plan.	Study		X			Engineering	Completed - An update to the Water Master Plan has been completed and was presented to Council for approval in 2024.
11.2.3	Pursue and implement an update to the Wastewater Master Plan.	Study		X			Engineering	Completed - An update to the Wastewater Master Plan has been completed and was presented to Council for approval in 2024.

11.2.4	Conduct the five-year update of the Water and Wastewater Impact Fees.	Study		X			Engineering, Public Works	Complete - Impact Fee study was completed in 2023 and approved by Council.
11.2.5	Pursue an update to the City's 2019 Water Conservation ordinance.	Study				X	Public Works, Public Information Office	Ongoing - Updated in July 2024 with staff continuously reviewing to make needed adjustments based on current water system status and demand.

COMPREHENSIVE PLAN GOALS - IMPLEMENTATION SCHEDULE

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)	STATUS
			0-2	3-5	6-10	Ongoing		
Goal 12: Municipal Services - Cost-effective, exceptional municipal services commensurate with growth.								
Strategy 12.1: Maintain the public’s expectations and confidence in an effective public safety system.								
12.1.1	Regularly evaluate Police and Fire Department resource needs.	Study				X	Fire, Police	Ongoing - Part of the CIP program. Both departments will continue to evaluate demands on the department and resource needs.
12.1.2	Support Police and Fire Department use of contemporary service methods and technology.	Capital Investment				X	Administration, Fire, Police	Ongoing - Both departments will continue to monitor needs and demands on service and evaluate various methods and innovative ways to meet those demands.
12.1.3	Partner with Williamson County on potential expansion of the City’s communication center and future need for a County Medical Examiner.	Coordination		X			Administration, Fire, Police, (With Williamson County)	Ongoing - The Fire Department will continue communication with Williamson County representatives about dispatching needs. As of Dec 2024, Williamson County has secured a building for the new county medical examiner’s office and it is projected to start in 2025.
12.1.4	Evaluate the need for a combined Fire and Police training center.	Study				X	Fire, Police	Ongoing - Police and fire are working with City staff on identifying available land to support a joint training center. The City is currently working on a contract with a company to perform a city wide facility study, which will also look at this need.
12.1.5	Maintain support for community involvement programs for the Police and Fire Department.	Policy				X	Fire, Police	Ongoing - The Fire and Police Department will continue to evaluate our community programs and utilize community volunteer members as much as possible
12.1.6	Regularly evaluate response time for Fire and EMS to determine station needs.	Study				X	Fire	Ongoing - The fire department annually evaluates response times to determine what areas we are meeting our response time goals and what areas have an extended response time.
Strategy 12.2: Ensure that the Leander community receives outstanding general municipal services.								
12.2.1	Create a new Facility Master Plan to account for community needs.	Study			X		Administration	Pending – City received facilities build-out projections from BRW Architects in Nov 2021. City gathering more information to determine next steps.
12.2.2	Provide educational and training opportunities for policymakers, staff and citizen volunteers.	Coordination/ Programs				X	Public Information Office	Ongoing - Currently meeting with HOAs about city topics. Launched new website in Nov 2023 and new Citizen University program in Sept 2023.
12.2.3	Conduct an update to the Library Strategic Master Plan.	Study		X			Parks and Recreation	
12.2.4	Conduct an update of the 2015 Multi-Hazard Mitigation Plan.	Study				X	Fire	Complete—New plan has been completed and approved. The new plan expires October 2029.
12.2.5	Proactively plan for anticipated service needs in future annexation areas.	Program				X	Development Services, (With Williamson County), (With Travis County)	Ongoing - Annexation is currently only voluntary requests per SB6 from the 85th Legislature.

12.2.6	Develop digital tools to provide information and education to the public.	Program				X	Public Information Office	Complete/Ongoing - Launched new website in Nov 2023 and new Citizen University program in Sept 2023.
--------	---	---------	--	--	--	---	---------------------------	---