



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 8, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
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. Swearing in of Planning & Zoning Commissioner Karen Lewis.
4. Director's report to the Planning & Zoning Commission on action taken by City Council on the May 1, 2025 meeting.
5. Review of meeting protocol.
6. 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

7. Approval of the minutes for meeting held on April 24, 2025.
8. Approval of the extension of the application expiration for Subdivision Case FP-23-0081 Gabriels Horn Development; more particularly described by Williamson Central Appraisal District Parcels R473804, R500871, R022218, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriels Horn Road, Leander, Williamson County, Texas.
9. Approval of the extension of the completion of Subdivision Case PICP-22-0008 regarding the water and wastewater improvements along 3219 N. Lakeline Boulevard, more particularly described by Williamson County, Texas.
10. Approval of the extension of the application expiration for Subdivision Case PICP-22-0020 Northline Block O Construction Plans; more particularly described by Williamson Central Appraisal District

Parcels R517094 and R031604, generally located southwest of the intersection of Main Street and William Parker Street, Leander, Williamson County, Texas.

11. Approval of the extension of the application expiration for Subdivision Case P1CP-23-0079 regarding Gabriels Horn Development on three (3) parcels of land 16.372 acres ± in size, more particularly described by Williamson County Appraisal District Parcels R473804, R500871, R022218, and R500872; generally located Williamson, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

12. Conduct a Public Hearing regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and commonly known as 106 W. Willis Street, Leander, Williamson County, Texas. Applicant/Agent: Paradox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi).
 - Discuss and consider action regarding Zoning Case Z-25-0165 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action
13. Conduct a Public Hearing and consider action regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching, and to provide for related matters; Williamson & Travis Counties, Texas.
 - Discuss and consider action regarding Ordinance Case OR-25-0030 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action

REGULAR AGENDA

14. Discuss and consider action on Tree Removal Case TRP-25-0036 regarding the removal of six (6) Significant Trees associated with the Techtown Office Warehouse Site Development Project (SD-24-0250), commonly known as 2901 Hero Way, Leander, Williamson County, Texas.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Discussion
 - d. Consider Action
15. 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 2nd day of May 2025 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

Veronica Jua

Veronica Tovar, Secretary



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Approval of the minutes for meeting held on April 24, 2025.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of minutes.

PRESENTER:

Attachments:

1. 4-24-2025 P & Z minutes



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, April 24, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Vacant
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.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the April 17, 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

[Chair Oliver stated that Items 7 & 9 were pulled from the consent agenda and will be considered separately.]

Motion to approve consent agenda items 6 and 8.

By: Board Member Oliver

Seconded: Board Member Morales

Vote: 6 - 0

[Board Member LeDay recused herself and left the room.]

6. Approval of the minutes for meeting held on April 10, 2025.

7. Approval of the extension of the application expiration for Subdivision Case PICP-23-0052 regarding CR 175 Roadway Improvements associated with the Wildsprings Subdivision, generally located north of the intersection of CR 177 and CR 175, Leander, Williamson County, Texas.

Motion to approve application extension request for subdivision case PICP-23-0052; following discussion.

By: Board Member Calame

Seconded: Board Member Lantrip

Vote: 5 - 0

8. Approval of the extension of the application expiration for Subdivision Case PICP-23-0099 regarding Lone Star Landing Offsite Improvements associated with the Lone Star Landing subdivision; generally located along CR 177, east of Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

9. Approval of the extension of the application expiration for Subdivision Case FP-23-0108 regarding Hawkes Landing North Phase 1 Final Plat development on one (1) parcel of land 49.941 acres ± in size, more particularly described by Williamson County Appraisal District Parcels R616492; generally located west of the intersection of Bagdad Road and Halsey Drive, Leander, Williamson County, Texas.

Motion to approve application extension request for subdivision case FP-23-0108; following discussion.

By: Board Member Calame

Seconded: Board Member Mahan

Vote: 5 - 0

[Board Member LeDay returned to the dias.]

PUBLIC HEARING: ACTION

10. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0159 to amend the current zoning of SFR-1-B (Single-Family Rural) to adopt the VFW Post 10427 Minor PUD (Planned Unit Development) with the base zoning district of LC-2-A (Local Commercial) on three (3) parcels of land approximately 22.409 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R031314, R375914, and R433127; and more commonly known as 8760 RR 2243, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0159 as described above.

Public Hearing opened at 6:16 pm; Public Hearing closed at 6:17 pm; following discussion.

Anita Chumnanvech, 708 Palamos Drive, Leander, TX 78641, spoke in favor of request.

Motion to approve Zoning case Z-25-0159.

By: Board Member Lantrip

Seconded: Board Member Morales

Vote: 6 - 0

REGULAR AGENDA

11. Discuss and consider action on Tree Removal Case TRP-24-0026 regarding the removal of multiple Significant and Heritage Trees associated with the Leander Tech Park Public Improvements (PICP-24-0133) and Site Development Projects (SD-24-0086) located approximately 500 feet southwest of the intersection of State Highway 29 and Ronald W. Reagan Boulevard, Leander, Williamson County, Texas.

Motion to approve Tree Removal permit TRP-24-0026; following discussion.

By: Board Member Calame

Seconded: Board Member LeDay

Vote: 4 - 2 Board Member Lantrip, Board Member Morales

12. Adjournment
Meeting adjourned at 6:42 pm.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case FP-23-0081 Gabriels Horn Development; more particularly described by Williamson Central Appraisal District Parcels R473804, R500871, R022218, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriels Horn Road, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the final plat for Gabriels Horn Development, which is a 16.372 acre commercial subdivision including five (5) commercial lots.

Article II, Section 24 (g) includes the following provisions.

(g) Application Expiration.

- (1) The Final Plat application shall expire nine (9) months after the date that all initial staff review comments from all reviewing departments have been issued on the application if the final plat is not approved due to the applicant's failure to cause the application to comply with applicable city regulations.
- (2) The Planning Department may grant one six (6) month extension if the applicant can show substantial progress in obtaining approval of the final plat. Substantial progress shall consist of, at a minimum, a resubmission of the final plat and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.

The applicant is requesting another six (6) month extension of the application due to the on-going coordination with Williamson County regarding the right-of-way dedication of Ronald W. Reagan Boulevard.

HISTORY/TIMELINE:

04/20/2023 - Preliminary Plat Approved
03/23/2024 - Final Plat Application Expired
09/23/2024 - Final Plat Application Staff Extension Expired
03/23/2025 - Final Plat Application City Council Extension Expired

APPLICANT/AGENT:

LJA Engineering, Inc. (Charles R. Hager) on behalf of Reagan Gabriels Real Estate, LLC. (Samir Maredia).

RECOMMENDATION:

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

Staff recommends approval of an additional six (6) month extension. Approving this extension would grant an extension to September 23, 2025 and will allow the developer to finalize the plat requirements for approval.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. FP-23-0081 Att 1 Extension Request - Gabriels Horn Development
2. FP-23-0081 Att 2 Location Map - Gabriels Horn

March 12, 2025

Planning Department
City of Leander
201 North Brushy Street
Leander, Texas 78641

RE: Gabriels Horn Final Plat (FP-23-0081)
Extension Request

To Whom It May Concern:

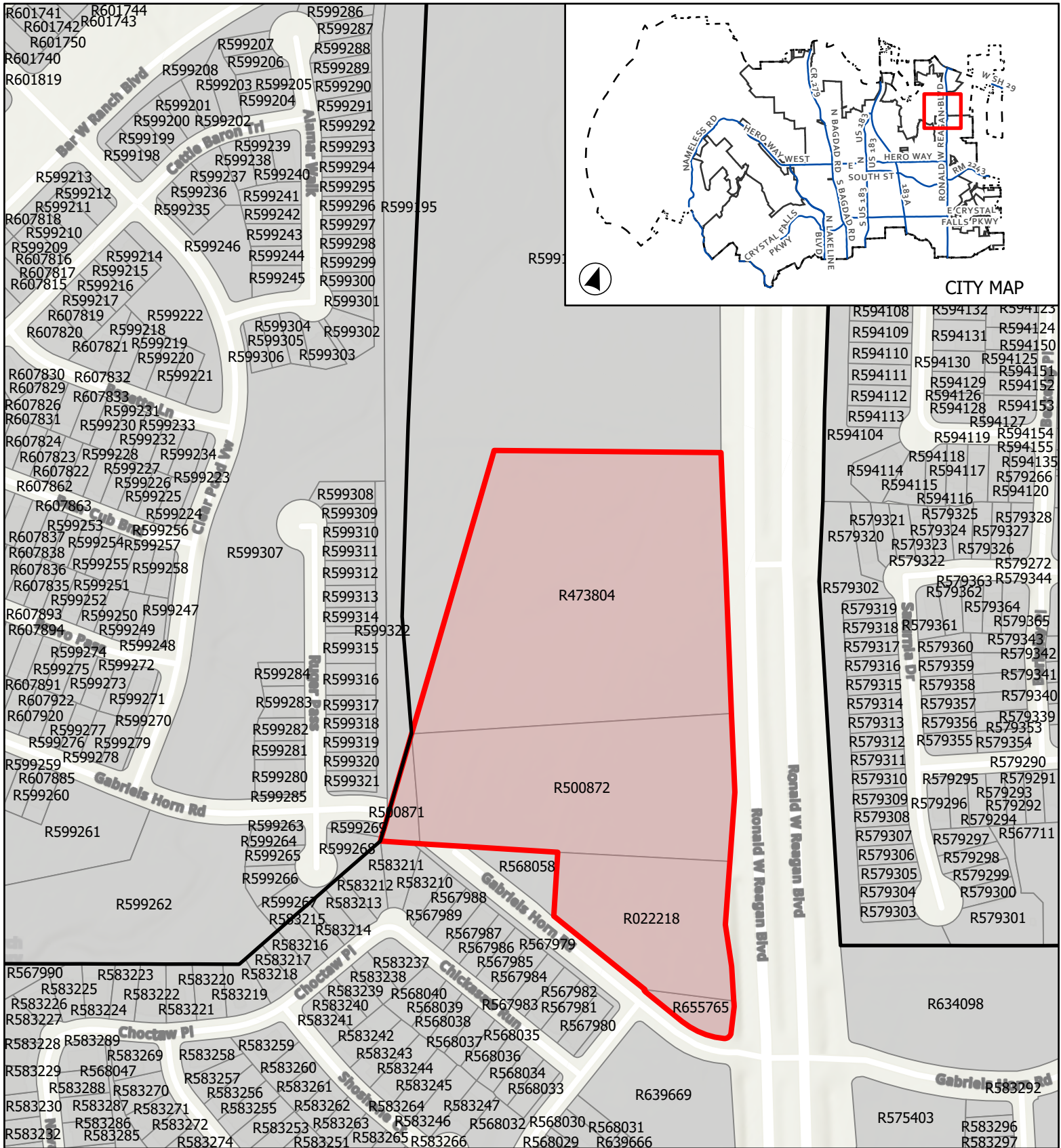
Due to on-going coordination with Williamson County regarding right-of-way dedication of Ronald Regan along our project property, we hereby request on behalf of the property owner, an extension to the final plat application expiration date on FP-23-0081, Gabriels Horn Final Plat.

Sincerely,
LJA ENGINEERING, INC.



Charles R. Hager V, P.E.
Senior Project Manager

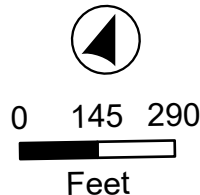




CASE: FP-23-0081 ATTATCHMENT 2 GABRIELS HORN

Location Map

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- City Limits
- ETJ Boundary
- Subject Boundary



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Approval of the extension of the completion of Subdivision Case PICP-22-0008 regarding the water and wastewater improvements along 3219 N. Lakeline Boulevard, more particularly described by Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the 3219 N. Lakeline Boulevard Water and Wastewater Improvements.

Article II, Section 28(e) includes the following provisions:

- e) **Time Limit for Completing Improvements.** The period within which required improvements must be completed shall be incorporated in the surety instrument and shall not in any event, without prior approval of the City, exceed one (1) year from date of Final Plat approval.
- (1) The Commission may, upon application of the developer and upon proof of hardship, recommend to the Council extension of the completion date set forth in such bond or other instrument for a maximum period of one (1) additional year. Such hardship may include delays imposed due to City projects. An application for extension shall be accompanied by an updated estimate of construction costs prepared by a licensed professional engineer, licensed to practice in the State of Texas. A surety instrument for guaranteeing completion of remaining required improvements must be filed in an amount equal to one hundred ten percent (110%) of the updated estimate of construction costs as approved by the City Engineer.
- (2) The Council may at any time during the period of such surety instrument accept a substitution of principal sureties upon recommendation of the Commission.

The applicant is requesting a one-year extension of the permit in order to continue working with Staff to complete the connection of the improvements.

HISTORY/TIMELINE:

02/08/2023 - Construction Plans Permit Expired

APPLICANT/AGENT:

Kimley-Horn (Ryan Schubert) on behalf of VLine Properties, LLC. (Venkat Gudapuri).

RECOMMENDATION:

The Subdivision Ordinance includes timelines for the completion of improvements as part of the subdivision process. The timeline/history section of this summary above includes the key dates for this request. The infrastructure associated with the public improvements construction plans are required to be completed one (1) year from the date of the final plat approval.

Staff recommends approval of an extension for one (1) additional year. Approving this extension would grant an extension to February 8, 2026 and will allow the developer to complete the construction of the improvements.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICP-22-0008 Att 1 Extension Request - 3219 N Lakeline Blvd W&WW
2. PICP-22-0008 Att 2 Location Map - 3219 N Lakeline Blvd W&WW

EXTENSION REQUEST LETTER

May 2, 2025

City of Leander
201 North Brushy Street
Leander, Tx. 78641

Re: 22-PICP-008 - 3219 N Lakeline Blvd. - Permit Extension Request

Please accept this response to the City of Leander's correspondence, issued March 11th, 2025 regarding the above-referenced Public Improvement Construction Plan Permit Expiration. The purpose of this letter is to respectfully request a Public Improvement Construction Plan Permit Extension for 22-PICP-008_3219 N Lakeline Blvd. All staff comments have been cleared and the Public Improvement Construction Plan permit was issued by City of Leander on February 8, 2023.

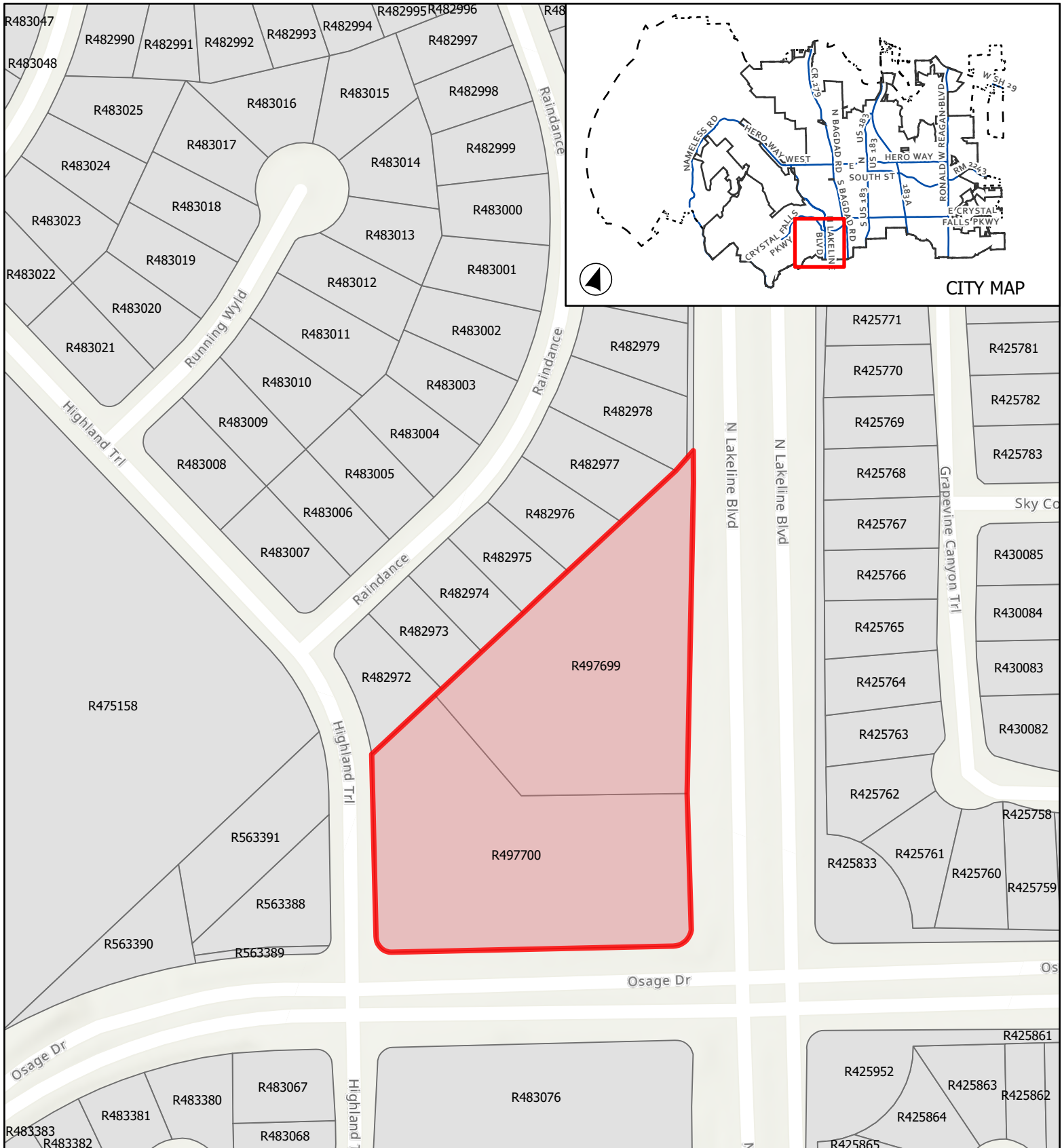
The extension is requested due to ongoing construction issues that have delayed the completion of the project. The issues include the public water line connection and the public wastewater line connection conflicting with existing infrastructure. These issues are currently being resolved and coordinated with City of Leander Staff.

Thank you for your time and consideration of this request. Please feel free to contact me directly either by phone or email to discuss this most important matter.

Regards,



Ryan Schubert, P.E.



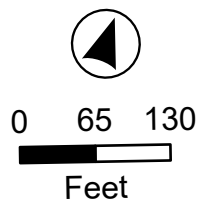
CASE: PICP-22-0008

ATTACHMENT 2

3219 N LAKELINE BLVD
WWW CONSTRUCTION PLANS

Location Map

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- City Limits
- ETJ
- Subject Boundary



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case PICP-22-0020 Northline Block O Construction Plans; more particularly described by Williamson Central Appraisal District Parcels R517094 and R031604, generally located southwest of the intersection of Main Street and William Parker Street, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the construction plan for Northline Block O, which is a 5.6466 acre commercial subdivision including one (1) commercial lot.

Article II, Section 23(g) includes the following provisions.

(g) Application Expiration.

- (1) The Construction Plans application shall expire nine months (9) after the date that all initial staff review comments from all reviewing departments have been issued on the application if the construction plans are not approved due to the applicant's failure to cause the application to comply with applicable city regulations.
- (2) The Planning Department may grant one six-month (6) extension if the applicant can show substantial progress in obtaining approval of the construction plans. Substantial progress shall consist of, at a minimum, a resubmission of the construction plans and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.

The applicant is requesting another six (6) month extension of the application due to a delay in construction to continue coordinating with the Northline Retail Subdivision.

HISTORY/TIMELINE:

08/10/2023 - Construction Plans Application Expired

02/12/2024 - Construction Plans Application Staff Extension Expired

01/01/2025 - Construction Plans Application City Council Extension Expired

APPLICANT/AGENT:

Kimley-Horn and Associate, LLC. (Bradley Wilkins) on behalf of Northline Leander Development Company, LP. (Alex Tynberg).

RECOMMENDATION:

The Subdivision Ordinance includes timelines for application approvals. The timeline/history section of this summary above includes the key dates for this request. The construction plans application expires nine (9) months after the first review comment letter for the construction plans is sent to the applicant. Staff recommends approval of an additional six (6) month extension. Approving this extension would grant an extension to July 1,

2025, and will allow the developer to finalize the construction plans for approval by the city and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICP-22-0020 Att 1 Extension Request - Northline Block O
2. PICP-22-0020 Att 2 Location Map - Northline Block O



May 2, 2025

City of Leander
Planning Department

**Re: Six-Month Application Extension Request
 Northline Block O – Public Improvement Construction Plans
 PICP-22-0020**

City of Leander Planning Department:

Please accept this letter as a written request for a six-month Council approved extension to the application for the proposed Northline Block O Public Improvement Construction Plans. The reason for the extension request is that the improvements associated with this permit have not yet been constructed. The future build out of the adjacent Northline Retail Subdivision could impact the need for the infrastructure to be built as permitted; therefore, the applicant has held off on constructing these improvements until a plan for the adjacent Northline Retail Subdivision development has been finalized.

The current expiration date is January 1, 2025. Upon acceptance of our extension request the new expiration date will be July 1, 2025.

If you have any questions or comments regarding this letter, please contact me at (512) 418-1771.

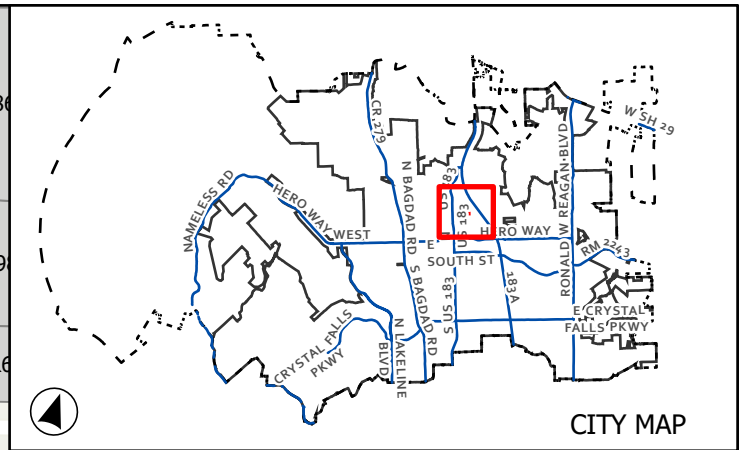
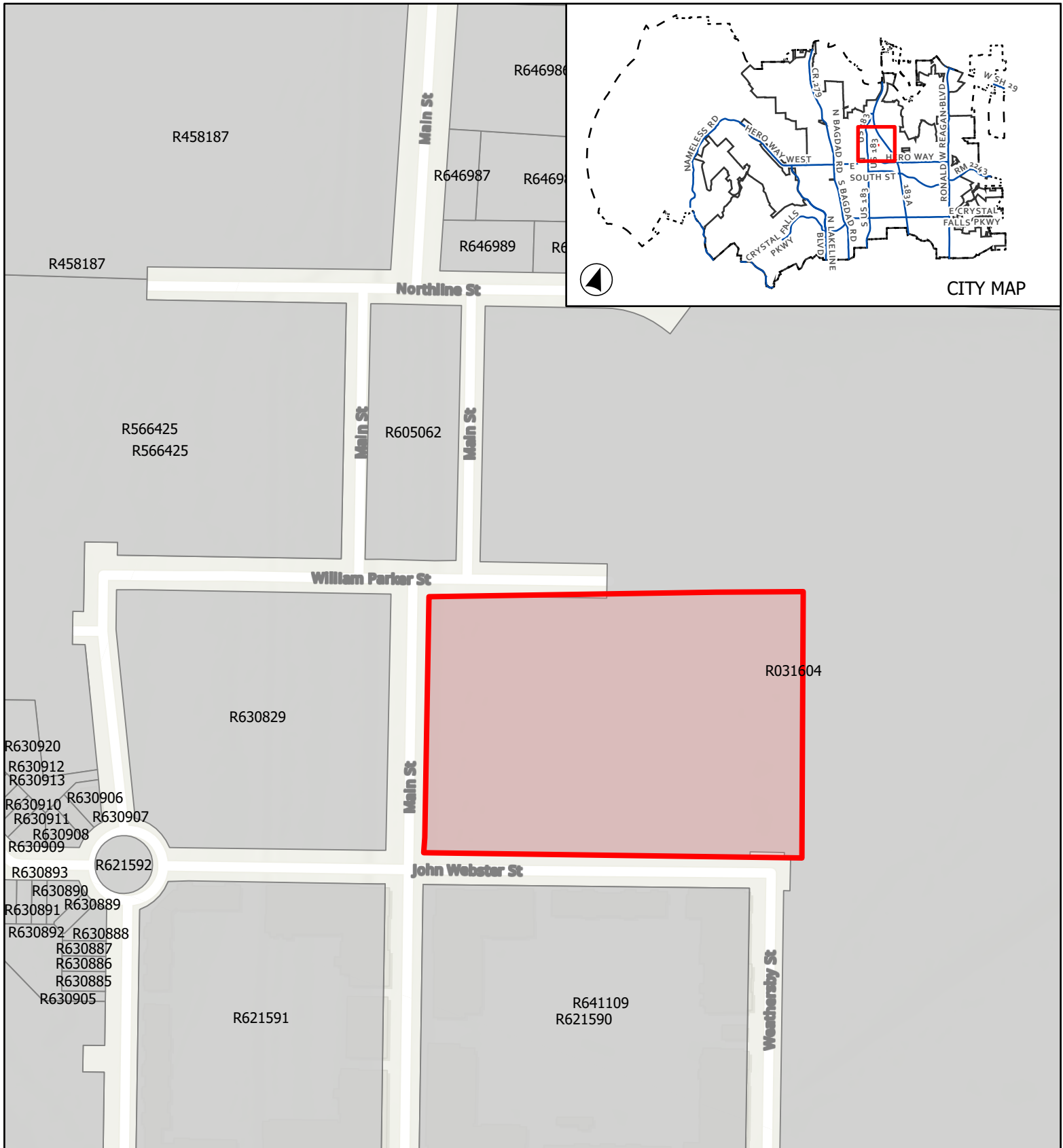
Yours very truly,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Bradley Wilkins".

Bradley Wilkins, P.E.

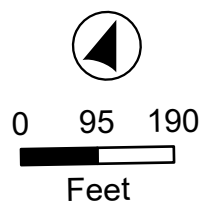
Project Manager



CASE: PICP-22-0020 ATTATCHMENT 2 NORTHLINE BLOCK O

Location Map

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- City Limits
- ETJ Boundary
- Subject Boundary



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case PICP-23-0079 regarding Gabriels Horn Development on three (3) parcels of land 16.372 acres $\pm$ in size, more particularly described by Williamson County Appraisal District Parcels R473804, R500871, R022218, and R500872; generally located Williamson, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the final plat for Gabriels Horn Development, which is a 16.372 acre commercial subdivision including five (5) commercial lots.

Article II, Section 23(g) includes the following provisions.

(g) Application Expiration.

- (1) The Construction Plans application shall expire nine months (9) after the date that all initial staff review comments from all reviewing departments have been issued on the application if the construction plans are not approved due to the applicant's failure to cause the application to comply with applicable city regulations.
- (2) The Planning Department may grant one six-month (6) extension if the applicant can show substantial progress in obtaining approval of the construction plans. Substantial progress shall consist of, at a minimum, a resubmission of the construction plans and all relevant materials by the applicant that address all initial staff review comments from all reviewing departments.

The applicant is requesting two six (6) month extensions of the application due to a change in ownership.

HISTORY/TIMELINE:

04/20/2023 - Preliminary Plat Approved

03/23/2024 - Construction Plans Application Expired

09/23/2024 - Construction Plans Application Staff Extension Expired

APPLICANT/AGENT:

LJA Engineering, Inc. (Charles R. Hager) on behalf of Reagan Gabriels Real Estate, LLC. (Samir Maredia).

RECOMMENDATION:

The Subdivision Ordinance includes timelines for application approvals. The timeline/history section of this summary above includes the key dates for this request. The construction plans application expires nine (9) months after the first review comment letter for the construction plans is sent to the applicant. Staff recommends approval of the additional six (6) month extensions. Approving this extension would grant an extension to September 23, 2025, and will allow the developer to finalize the construction plans for approval by the city and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICP-23-0079 Att 1 Extension Request - Gabriels Horn Development
2. PICP-23-0079 Att 2 Location Map - Gabriels Horn Development

March 12, 2025

Planning Department
City of Leander
201 North Brushy Street
Leander, Texas 78641

RE: Gabriels Horn Public Improvements Construction Plan (PICP-23-0079)
Extension Request

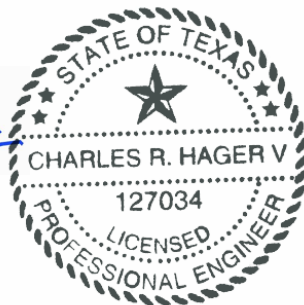
To Whom It May Concern:

On behalf of the property owner of Gabriels Horn, we hereby request an extension to the construction plan application expiration date on PICP-23-0079, Gabriels Horn Public Improvements Construction Plan. The associated final plat approval of FP-23-0081, Gabriels Horn Final Plat, is delayed due to on-going coordination with Williamson County regarding right-of-way dedication of Ronald Regan along our project property.

Sincerely,
LJA ENGINEERING, INC.



Charles R. Hager V, P.E.
Senior Project Manager





Feet

 City Limits
 ETJ
 Subject Boundary



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Conduct a Public Hearing regarding Special Use Case Z-25-0165 to consider action on a Special Use Permit to allow for a smoke shop on one (1) parcel of land approximately 0.155 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036105; and commonly known as 106 W. Willis Street, Leander, Williamson County, Texas. Applicant/Agent: Paradox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi).

- Discuss and consider action regarding Zoning Case Z-25-0165 as described above.

BACKGROUND:

This request is the first step in the zoning process. The applicant has submitted a request to change the designated zoning district of their property in order to open a smoke shop. The base zoning for this site is designated as T5-Urban Center. The Smart Code does not list smoke shops as an allowed use. This use was previously defined as retail. In cases where a use is not included, staff defers to the Composite Zoning Ordinance for guidance. Staff considers the LC (Local Commercial) and GC (General Commercial) use components to be similar to T5.

During the June 20, 2024 meeting, City Council adopted an update to the Composite Zoning Ordinance that defined the Smoke Shop use and included it to be allowed in the LC (Local Commercial) use component with a restriction that the use is not within 1,000 feet from a public or private school measured from property line to property line. This site is located approximately 620 feet from Leander Independent School District's Leander Extended Opportunity (LEO) Center, located at 300 S. West Drive as shown in Attachment 6.

GENERAL INFORMATION:

Current Zoning: T5-Urban Center

Size and Location: The property is located at 106 W. Willis Street, including approximately 0.155 acres.

Surrounding Area: This property is located east of the Pat Bryson Municipal Building, attached to the Leander Beer Market. North of the site is Maggie Mae's. The Thirsty Chicken is located to the east.

Previous Zoning Cases:

The City initiated zoning case Z-22-0004 which requested a zone change from T4-Transect to T5-Urban Center and was approved on May 5, 2022.

Zoning Case 21-TOD-SU-005 requesting a Special Use Permit for a tattoo parlor was approved on December 16, 2021 with a 10 year term.

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

OLD TOWN

- Old Town as a future development category is intended for a mix of uses that keeps Leander historic center interesting and dynamic. New development and redevelopment within Old Town should be designed in harmony with the existing character that acknowledges Leander's heritage. This includes older buildings and historic, contributing structures along with a mix of new and adaptive reuse buildings.

Old Town buildings are to be activated towards the street, encouraging walkability, eating establishments, central gathering spaces, and civic conversation. Old Town is scaled-down urban without on-site parking requirements, high impervious cover yet green space, street tree canopy and safe mix of vehicles and pedestrians. Old Town character includes small businesses, professional office, entertainment, shopping, arts and culture elements, and civic activity, each contributing to daytime and evening buzz.

An assortment of residential is suitable and encouraged based on the context, focused on a balance of scale between building, site and streets. In the core, urban lofts and townhouses are appropriate; in the south and east districts, across US 183, attached and detached housing may be appropriate with design context and limitations.

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200 feet, 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 feet 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.

The applicant canvasses the area and spoke with neighbors that were within 500 feet of the site. There were a few homes that were vacant and no one was available. The properties that are zoned residential were also mailed a notice. No comments/concerns were discussed following the outreach.

Please see the full report from the applicant attached as Exhibit 7.

HISTORY/TIMELINE:

08/04/2005 – SmartCode Adopted

05/05/2022 – Zoning Approved

12/26/2021 – SUP Approved

APPLICANT/AGENT:

radox 2025, LLC. (Sayed Khalid Sadat) on behalf of Krasniqi Real Estate Holdings, LLC. (Taulant Krasniqi).

RECOMMENDATION:

As part of the evaluation of this request, the City Council has the following options:

1. Approve the proposed Special Use Permit to allow a smoke shop with a time limit of five (5) years;
2. Approve the proposed Special Use Permit to allow a smoke shop with a time limit of five (5) years with the following conditions:
 - a. The exterior of the building shall remain in character with the SmartCode and Old Town.

- b. Additional exterior signage shall be limited to signage to be consistent with the SmartCode and Old Town.
3. Deny the proposed Special Use Permit to allow a Smoke Shop; or
4. Approve an alternative request that may include modifications to the Special Use Permit such as limited hours, signage, or time limits.

Staff recommends Option 2 listed above – approve the Special Use Permit to allow a smoke shop with additional standards that require that the exterior of the building and signage shall remain in character with the SmartCode and Old Town. The purpose in the conditions is to ensure that the exterior is not changed in a way to add bright colors or signage that would be enticing to young people or children. Staff made this recommendation based on feedback on the City Council regarding smoke shops within 1,000 feet from a public or private school.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. Z-25-0165 Att 1 Letter of Intent - Paradox Smoke Shop SUP
2. Z-25-0165 Att 2 Current Zoning - Paradox Smoke Shop SUP
3. Z-25-0165 Att 3 FLU Map - Paradox Smoke Shop SUP
4. Z-25-0165 Att 4 Public Notification - Paradox Smoke Shop SUP (1)
5. Z-25-0165 Att 5 Aerial Map - Paradox Smoke Shop SUP
6. Z-25-0165 Att 6 Distance Buffer - Paradox Smoke Shop SUP
7. Z-25-0165 Att 7 Neighborhood Outreach - Paradox Smoke Shop SUP



February 28, 2025

City of Leander

Re: Letter of Intent, Paradox Smoke Shop, 106 West Willis Street, Suite B, Leander, Texas 78641

Dear City Council Members:

My client, Paradox Smoke Shop, is in the process of requesting a special use permit to allow the Smoke Shop to operate as a business at the address listed above. We have determined, through meetings with the City of Leander Planning Department that the property is zoned appropriately. However, the Smoke Shop is within 1,000 feet of Leander ISD which requires the special use permit process. Also, please be aware that the 7/11 at the corner of US Hwy 183 and W. South Street sells similar products and that property adjoins Leander ISD.

Additionally, I have attached the email chain with the planning department discussing the zoning. If you have any questions or would like to discuss this project further please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'William A. Davies', with a stylized flourish at the end.

William A. Davies, AIA
President

Subject: Fwd: 106 W Willis Street - zoning inquiry
Date: Tuesday, February 4, 2025 at 12:07:28 PM Central Standard Time
From: Beer Market
To: Will Davies
Attachments: image003.png, image004.png, image001.png, image002.png, image005.png

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

From: **S&S Corporation** <sscorporation.elite@gmail.com>
Date: Tue, Feb 4, 2025, 11:45 AM
Subject: Fwd: 106 W Willis Street - zoning inquiry
To: leanderbeer@gmail.com <leanderbeer@gmail.com>

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

From: **Subhan Shahid** <subhanshahid225@gmail.com>
Date: Thu, Jan 30, 2025, 5:08 PM
Subject: Fwd: 106 W Willis Street - zoning inquiry
To: <Sscorporation.elite@gmail.com>

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

From: **Cory Dale** <CDale@leandertx.gov>
Date: Fri, Jan 3, 2025 at 10:49 AM
Subject: [106 W Willis Street](#) - zoning inquiry
To: Subhan Shahid <subhanshahid225@gmail.com>
CC: All Planning Personnel <Planning@leandertx.gov>

Good morning Subhan,

Staff presents the below information per request:

- Site is zoned T5 transect within SmartCode zoning.
- Per Table 6F of the SmartCode (specific function and use permitted within transect zones) the retail sale of new goods is allowed. The sale of hookah/smoke products, CBD, and vape products would be considered new goods.

SmartCode hyperlink:

<https://www.leandertx.gov/368/SmartCode>

If you are proposing a different use type than described below, please provide additional details on your smoke shop (i.e. lounge area or other uses not defined). From the current zoning and based on the above assumption of use, the smoke shop would be allowed as a tenant infill at [106 W Willis Street](#).

Kind regards,

Cory Dale

Senior Planner



📍: [201 North Brushy Street, Leander, TX 78641](#)

☎: (512) 528-2712

✉: cdale@leandertx.gov

🌐 Visit us online at <https://www.leandertx.gov>

From: Subhan Shahid <subhanshahid225@gmail.com>

Sent: Thursday, January 2, 2025 9:42 AM

To: All Planning Personnel <Planning@leandertx.gov>

Subject: Zoning Inquiry

Caution: This is an external email. DO NOT access links or attachments unless you know the sender and contents are safe. When in doubt, please notify IT Department staff.

Good Morning.

I am reaching out to obtain information on opening up a smoke shop in the city of Leander at [106 W Willis St Suite C](#).

I see there was previously a smoke shop there but it has been shut down. The vacant location is connected to a Bar and right across the street from City of Leander Office Building and Municipal Hall and I am just asking if the city is ok with us opening up a smoke shop there without any issues from the city.

Please respond and let me know if we are ok with moving forward and give me a call at (225) 439-9750 if there are any concerns or questions you guys might have.

Thank You!



CASE: Z-25-0165 ATTACHMENT 2 PARADOX SMOKE SHOP SPECIAL USE PERMIT

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.

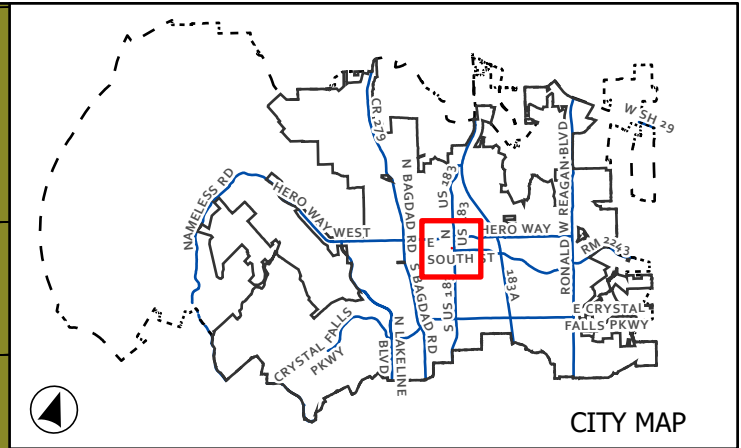
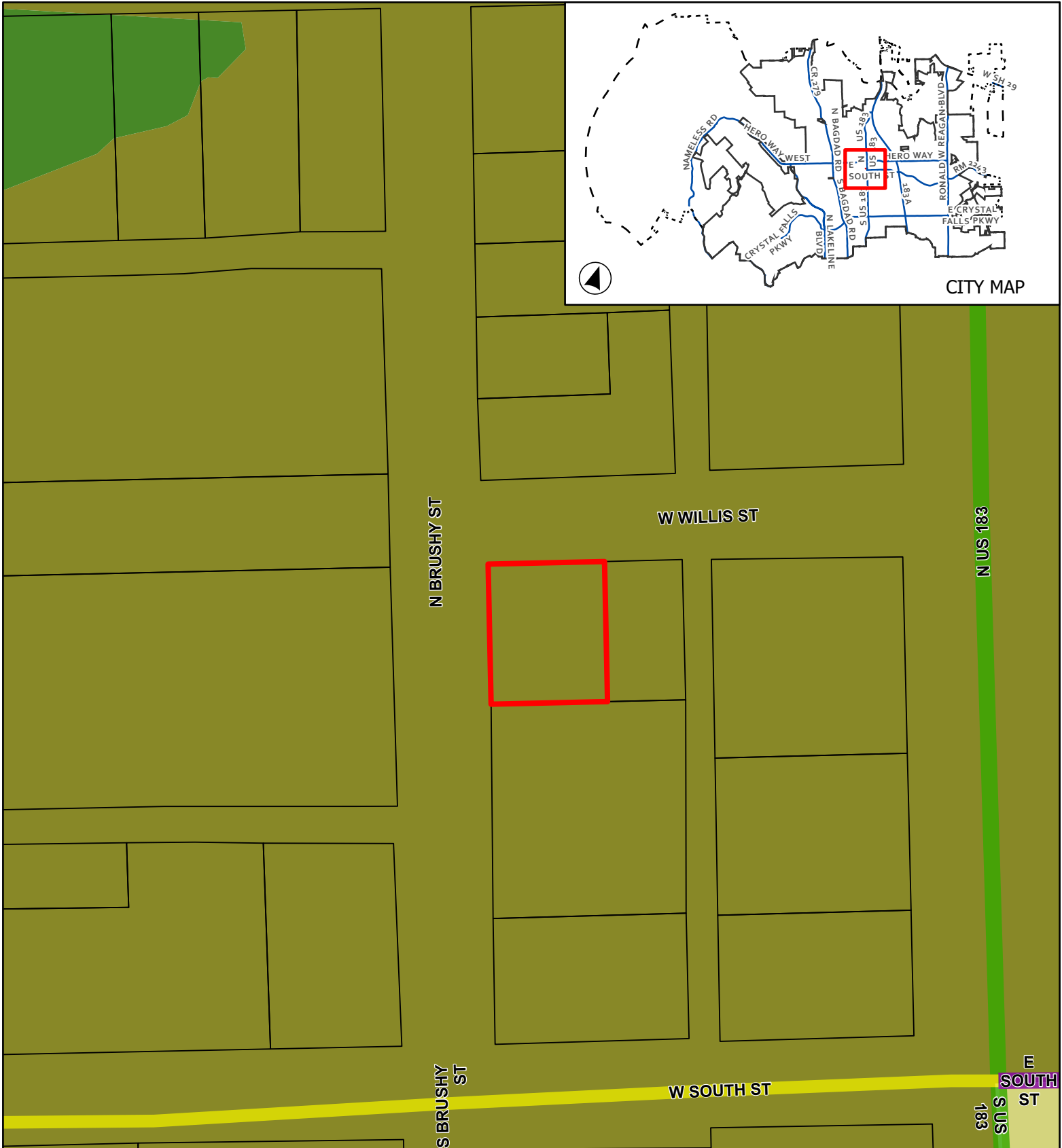
0 55 110

Feet

- City Limits
- ETJ
- Subject Boundary

Current Zoning

- GC - General Commercial
- Civic Building
- T5 - Urban Center



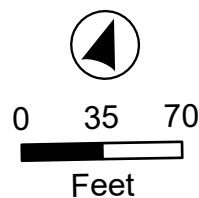
CASE: Z-25-0165

ATTACHMENT 3

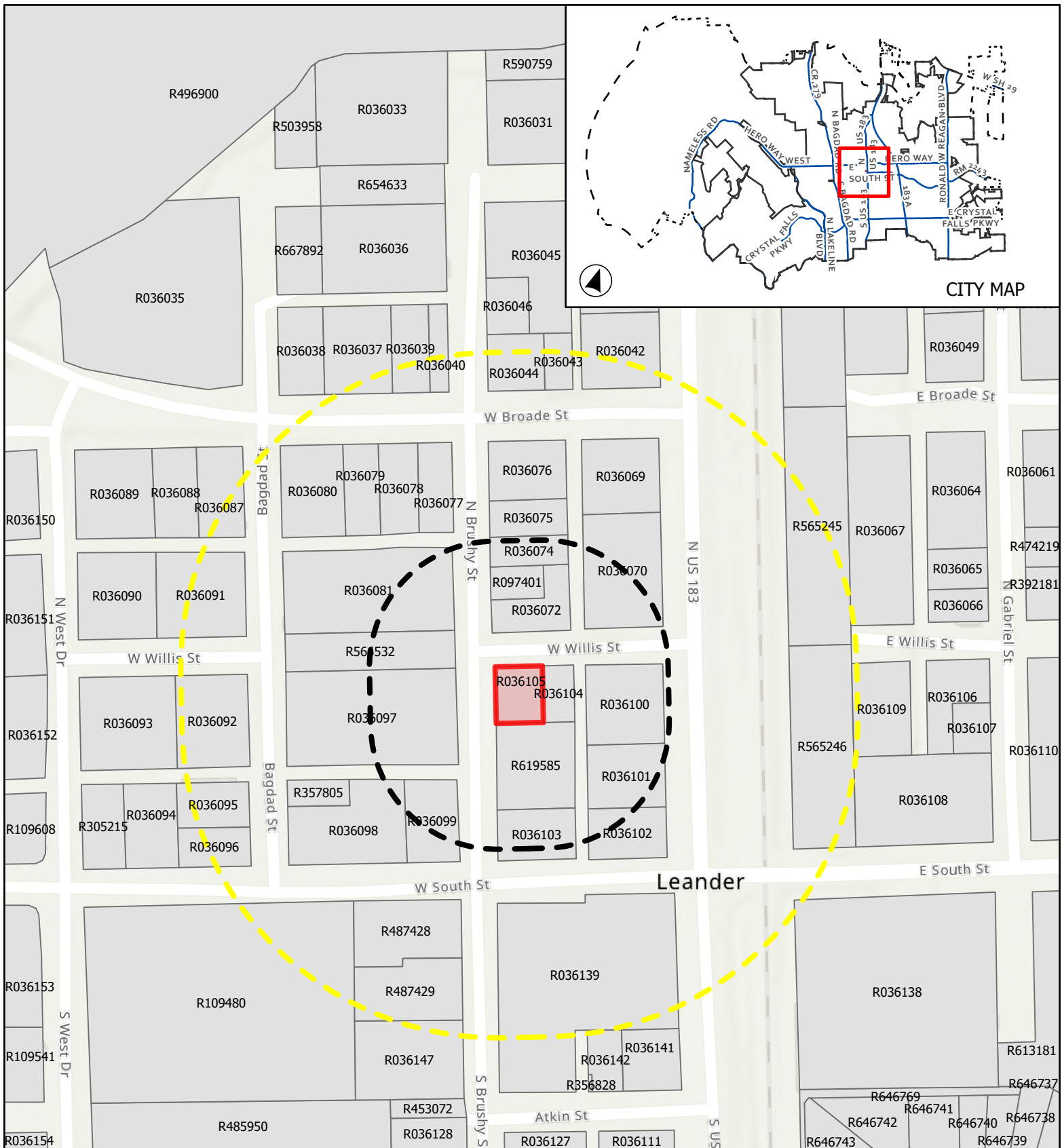
PARADOX SMOKE SHOP
SPECIAL USE PERMIT

Future Land Use Map

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- ETJ Boundary
- Leander City Limits
- Subject Boundary
- Arterial 6 Lane, Existing
- Arterial 4 Lane, Existing
- Collector, Existing
- Old Town
- Urban Mixed Use
- Greenway



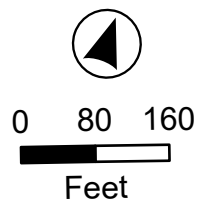
CASE: Z-25-0165

ATTACHMENT 4

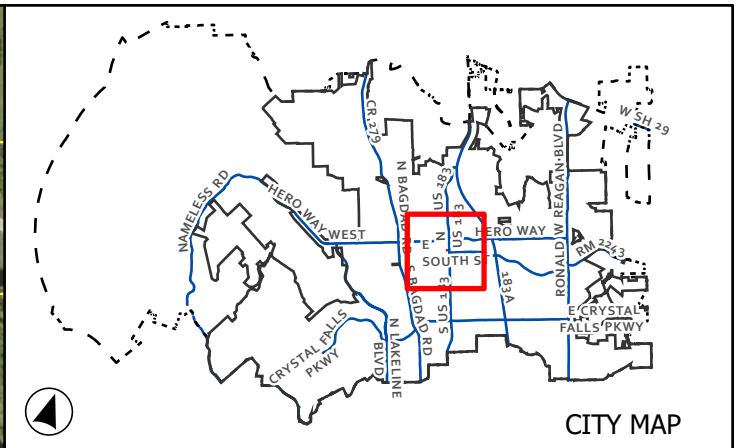
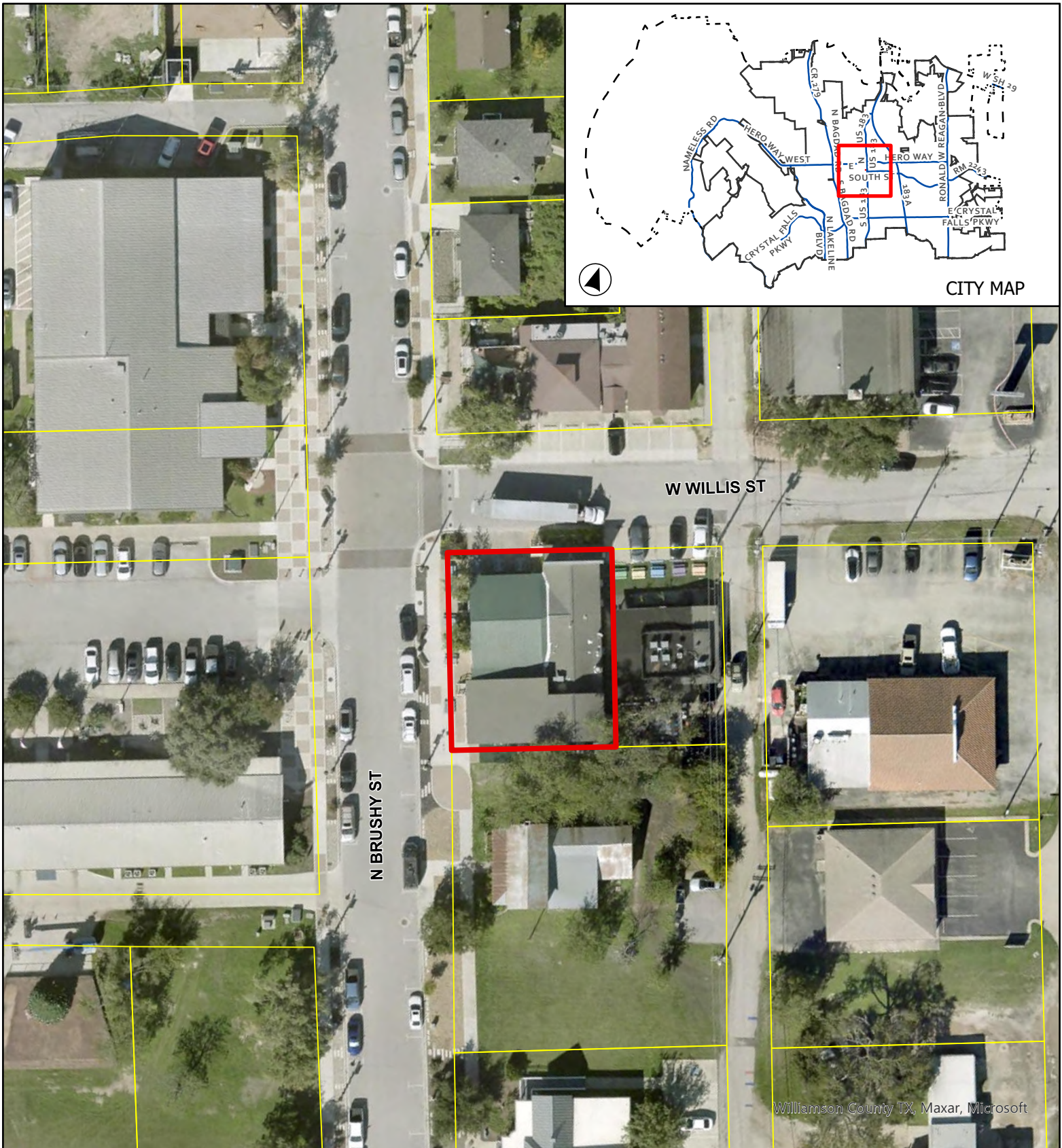
PARADOX SMOKE SHOP
SPECIAL USE PERMIT

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
- Subject Boundary
- Notification Buffer**
 - 200'
 - 500'



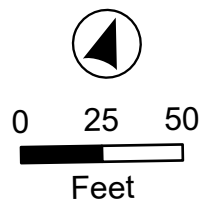
CASE: Z-25-0165

ATTACHMENT 5

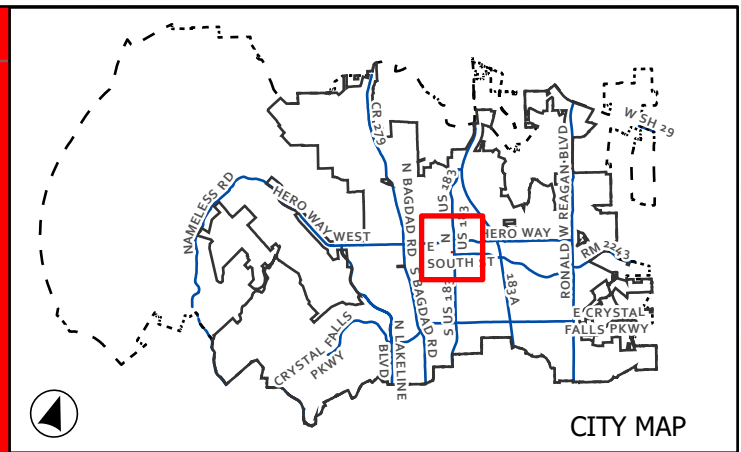
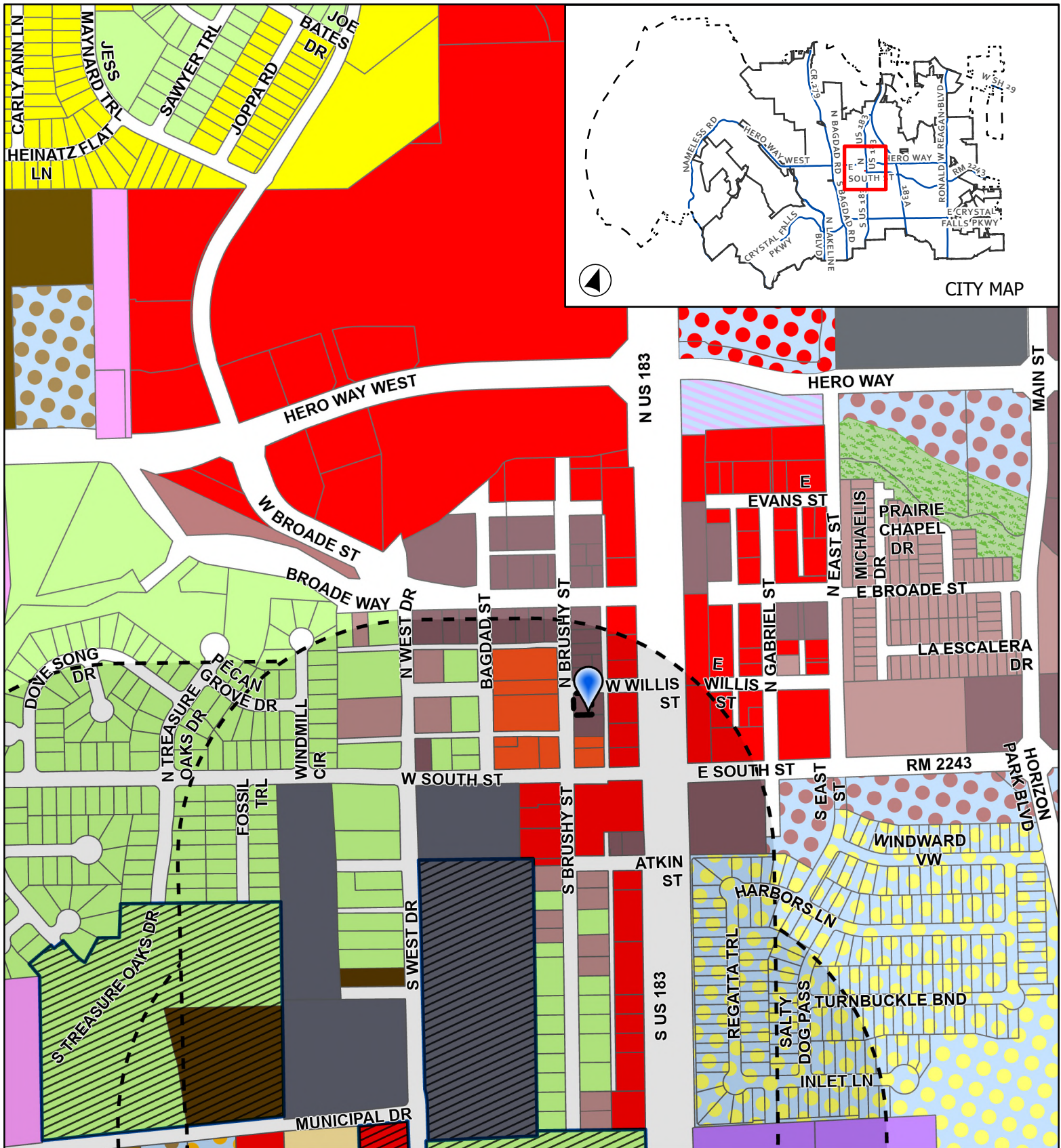
PARADOX SMOKE SHOP
SPECIAL USE PERMIT

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



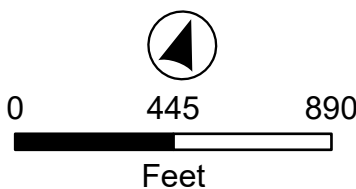
CASE: Z-25-0165

ATTACHMENT 6

PARADOX SMOKE SHOP
SUP

Ordinance Analysis

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
- 1000' Buffer
- Public
- Vape Shops

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

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

The Owner walked door to door to speak with the surrounding neighbors. Furthermore, letters have been mailed

to the residential property owners within 500' Please refer to attached list of addresses that letters were sent

The Owner went door to door and the owners at the below 4 properties could not be notified. The owner checked with the surrounding neighbors and determined the below 4 properties stayed vacant from a long time.

Property ID: R036075 , Property ID: R036076 , Property ID: R036079 , Property ID: R036087

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.

Please see attached list of property owners. (Updated Property Owners List attached)

3. What concerns were raised during these communications?

None.

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

None.

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

Signature: _____



Date 02/17/2025



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Ordinance Case OR-25-0030 to amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching, and to provide for related matters; Williamson & Travis Counties, Texas.

- Discuss and consider action regarding Ordinance Case OR-25-0030 as described above.

BACKGROUND:

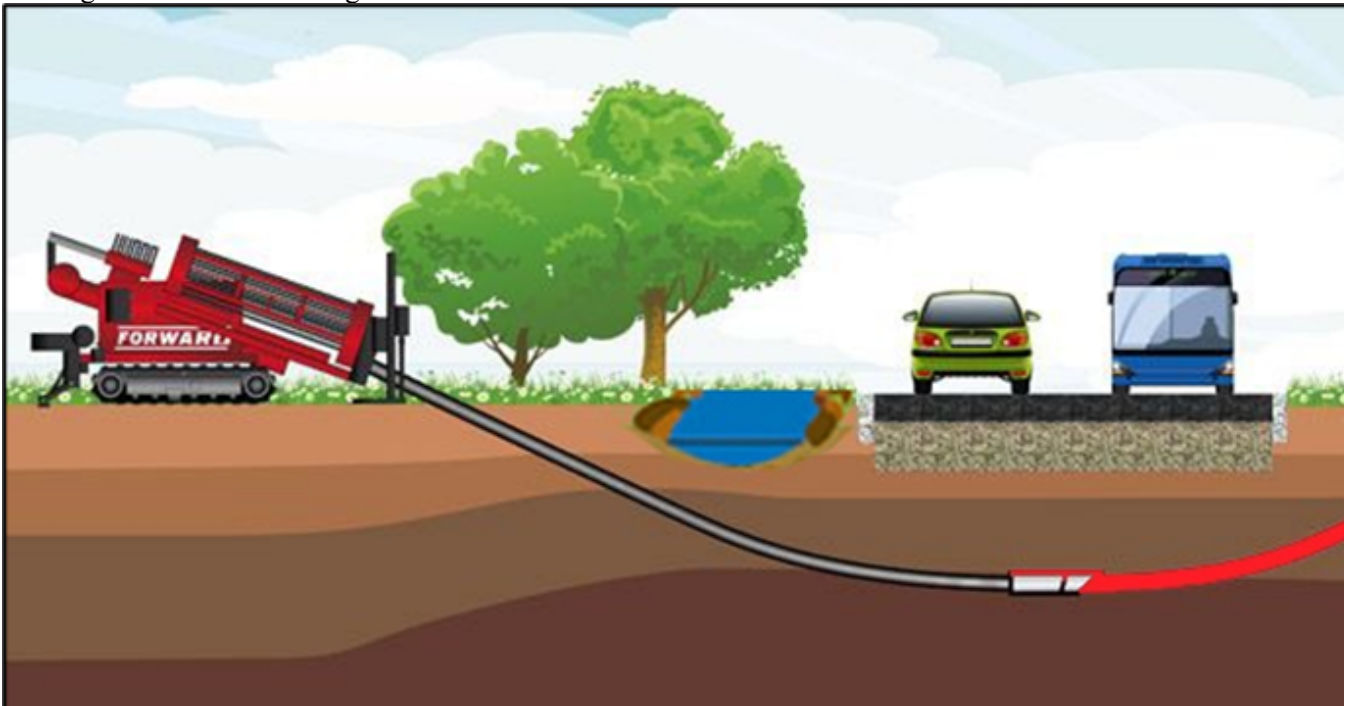
This request is the first step in the ordinance process. The city is actively working to improve telecommunication infrastructure in an attempt to provide reliable service to the community. Overtime technology has changed and new means of providing service have been developed. The city has seen an increase in requests for the option to micro-trench for the installation of utilities.

Current options for installing conduit and fiber include the following:

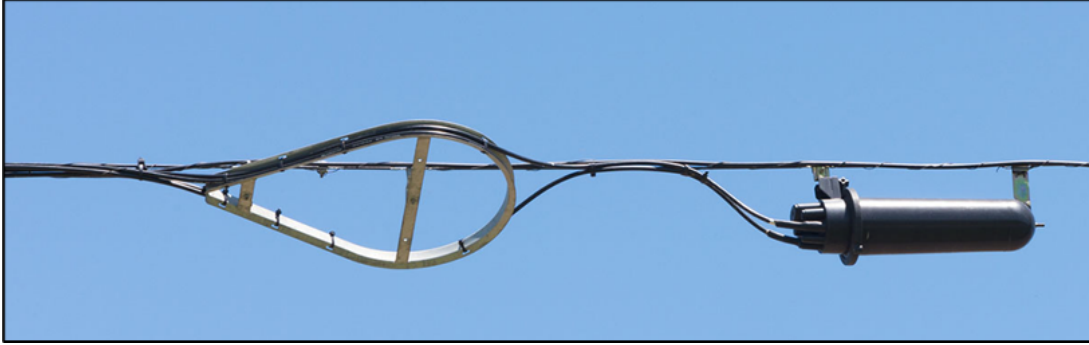
1. Open Trench Construction: ThiThis type of construction involves construction of a trench in right-of-way (ROW) or a Public Utility Easement (PUE) along the planned path for the conduit or cables. The infrastructure is placed at the bottom of the trench, then the infrastructure is buried and the area is revegetated. This method is the most common means of construction.



2. Bore Construction: This type of construction is trenchless and involves drilling a borehole along a planned path to install conduit. The cables are then pulled through the conduit. This method reduces disturbance to existing infrastructure and vegetation.



3. Aerial Construction: This type of construction includes over-lashing cables along existing poles within the city.



Micro-Trenching is a technique used to lay cables in a narrow and shallow trench cut into roads and other surfaces. The trench is cut close to the seam where the road meets the curb. Once the line is laid, the trench is filled and the seam is sealed to protect the line while restoring the integrity of the road surface. Staff has received feedback from providers that this technique is more efficient and will increase the availability of fiber to residents.



After review of the proposal, staff has the following concerns:

1. Micro-Trenching would increase the number of cuts in the pavement and could cause deterioration.
2. This technique allows for faster installation of infrastructure and could result in an increase in the number of permits. Staff may need to be augmented to support the demand.

3. The increase in the number of projects could present challenges from an inspection standpoint. Additional staff may be needed to aid in inspections and monitoring of the installation.
4. Line locations may become challenging.
5. Micro-Trenching could impacts future roadway rehabilitation. Repairs including mill and overlay could damage or remove the infrastructure and cause interruption of service for customers.
6. Service waterlines to houses could be damaged at the time of Micro-Trenching.

Staff has evaluated the option to allow Micro-Trenching and has developed the following standards:

1. **Number of Trenches** – The number of trenches shall be limited to one (1) trench per side of roadway. At the time of installation, the service provider will need to trench both sides of the roadway to provide service. This requirement would only allow one provider per street.
2. **Trench Dimensions**– The trench shall be limited to:
 - a. 2.5” maximum width
 - b. 10” to 18” maximum depth along Local and Collector Roadways
 - c. 12” to 18” maximum depth along Arterial Roadways
3. **Restoration after Installation** – After the installation is completed, the area needs to be restored with 1,000-1,200 psi flowable fill and asphalt crack sealant, filled the same day as installation.
4. **Warranty** – The provider shall provide a two-year (2) warranty. This warranty may be used if the restoration fails or if there is a failure adjacent to the Micro-Trench or pavement core that resulted in a pavement distress or failure
5. **Limitations**– The following limitations shall apply:
 - a. Micro-Trenching is not allowed on roadways under warranty. When new streets are constructed and accepted by the City, the developer provides a t two-year (2) warranty for their work. Allowing Micro-Trenching on roads under warranty could void the warranty. Attachment 2 includes a current map of areas that are within the two-year (2) warranty period.
 - b. Micro-Trenching is not allowed on roadways without curb and gutter. The trench for the utilities may be provided outside of the pavement in these instances.
 - c. Micro-Trenching is not allowed in concrete streets, valley gutters, or driveways.
 - d. Micro-Trenching may not be installed at perpendicular crossings.
 - e. No more than three (3) applications per provider may be submitted for review or under construction at the same time.
6. **Effective Date** – This ordinance includes an effective date of sixty (60) days from the approval date to allow additional time for staff to update applications and the permitting software.

COMPREHENSIVE PLAN GOAL

Goal #11 – Integrated and well-planned utility infrastructure to serve desired growth

Strategy 11.1 – Continue to plan ahead of growth through integrated utility infrastructure planning.

Action 11.1.4 – Work with telecommunication providers to facilitate enhanced broadband and 5G wireless service. The importance of technology and a strong internet connection cannot be overstated and is a key element of business retention and recruitment. As became even more apparent during the 2020 COVID-19 pandemic—with more professionals working from home, virtual school, communications and transactions taking place online, and the desire to attract urban professionals to mixed-use areas—this is critical infrastructure for the masses. Work with providers on needed infrastructure locations and coordination to ensure Leander is highly competitive in this regard.

HISTORY/TIMELINE:

01/02/2025 City Council Workshop

05/01/2025 Staff Update to City Council

05/08/2025 Planning & Zoning Commission, 1st Reading of the Ordinance

06/05/2025 City Council, 2nd Public Hearing & 1st Reading of the Ordinance
06/19/2025 City Council, Final Reading of the Ordinance

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

As part of the evaluation of this request, the Planning and Zoning Commission has the following options:

1. Approve the proposed ordinance amendments;
2. Deny the proposed ordinance amendments; or
3. Approve an alternative request that may include modifications to the ordinance requirements.

Staff recommends Option 1 listed above – approve the proposed ordinance amendments. This ordinance does include a delayed effective date to allow staff additional time to update applications and checklists as well as the permitting software.

PRESENTER:

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

Attachments:

1. OR-25-0028 Att 1 Micro-Trenching Ordinance

ARTICLE I. – GENERAL

Sec. 6. Definitions.

City Standard Details and Specifications means a library of City approved drawings and technical data representing typical drainage, transportation, erosion & sedimentation control, and utility appurtenances to be constructed for City acceptance.

Dry Utility means improvements placed or installed for the purpose of producing, generating, transmitting, selling or furnishing electric, telecommunications, natural gas, or propane service from a utility provider. This definition does not include improvements installed for the purpose of distributing potable or nonpotable water, collecting and treating wastewater/sewage, or conveying rainfall runoff.

Micro-Trenching means a technique used to lay cables in a narrow and shallow trench cut into roads and other surfaces. The trench is cut close to the seam where the road meets the curb. Once the line is laid, the trench is filled, and the seam is sealed to protect the line while restoring the integrity of the road surface.

ARTICLE IX. – SITE DEVELOPMENT

Sec. 1. General provisions.

(a) *Purpose.* The purpose of this chapter is as follows:

- (1) To establish rules and procedures for the orderly planning and development of commercial sites and residential sites involving more than two (2) dwelling units;
- (2) To provide for a permit separate and distinct from the building permit so that site issues such as drainage, driveways, access, utilities and internal circulation may be resolved without the need for the preparation and review of detailed architectural plans;
- (3) To permit site preparation and drainage improvements without imposing the expense and time burden required for a full building permit;
- (4) To permit the planning of a phased site development without imposing the expense and time burden required for the preparation and review of complete architectural plans for all phases of the development;

(5) To support extension of reliable broadband, fiber, and internet services.

~~(5)(6)~~ To provide development applicants a site development permit to help expedite and enhance success and marketability of the project;

~~(6)(7)~~ To provide city staff with procedures for the review and approval of site development;

~~(7)(8)~~ To enhance the ability of a developer to obtain financing for a development project;

~~(8)(9)~~ To maintain consistency with other area jurisdictions; and

~~(9)(10)~~ To simplify and expedite the building permit process.

Sec. 3. Application processing, application expiration, and permitting.

(b) *Expiration of application.*

- a. 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.
- b. 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.
- c. 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. Dry Utility Permit applications that propose Micro-Trenching are not eligible for extensions.

(e) *Permit Expiration.*

- (3) A dry utility permit expires six (6) months after the date of issuance. The applicant may request an additional three (3) month extension by requesting a pre-construction meeting and an extension. Dry utility permits that include Micro-Trenching are not eligible for extensions.

(h) *Dry Utility Permit.*

- (1) Projects that consist solely of the installation of utilities and associated facilities are eligible for review and processing as dry utility permit. A dry utility permit application shall be submitted for review in conformance with all information and materials required by the most recent dry utility permit application/checklist.
- (i) Dry utilities shall be located underground in the ROW or a public utility easement in accordance with Section 13.01.004 of the Code.
 - (ii) Overlash of utility lines is permitted between existing utility poles where existing lines are present. Overlash means the tying of additional communications facilities to those previously attached to existing utility poles. New lines may not be extended across public ROW or between poles where lines do not already exist.
 - (iii) A utility company shall be required to use trenchless technology wherever proposed construction crosses any portion of a paved public street, driveways, sidewalks and the critical root zone of protected trees.
 - (iv) No more than ten (10) applications for Dry Utility Permits per provider may be submitted for review or under construction at the same time.
 - (v) Only one (1) Micro-Trench is permitted on each side of the roadway against existing curbs in cases that meet the following criteria:

-
- a. No more than three (3) applications for Micro-Trenching per provider may be submitted for review or under construction at the same time.
 - b. Micro-Trenching shall comply with all Standard Details approved as part of the City Standard Details.
 - c. Trench Dimensions:
 - i. 2.5 inch maximum width
 - ii. 10" to 18" maximum depth along Local and Collector Roadways
 - iii. 12" to 18" maximum depth along Arterial Roadways
 - d. After completion of Micro-Trenching, the area shall be restored with 1,000-1,200 psi flowable fill and asphalt crack sealant, filled the same day as installation.
 - e. Micro-Trenching is not permitted on roadways under warranty.
 - f. Micro-Trenching is not permitted on roadways without curb and gutter.
 - g. Micro-Trenching is not permitted in concrete streets, valley gutters, or driveways.
 - ~~a.h.~~ Micro-Trenching shall not be installed at perpendicular crossings.

(2) *Application.*

- (i) Contractors must carry liability insurance and list the city as additional insured during construction of the project.
- (ii) Door hangers are required to be placed on all houses and/or businesses affected by planned dry utility construction within any subdivisions impacted by the dry utility permit a minimum of fifteen (15) days prior to the start of a dry utility project. These door hangers shall include the name and phone number of the contractor doing the work, the name of the dry utility provider and phone number, and the time frame for the work.
- ~~(ii)~~ (iii) A two (2) year warranty shall be provided for all Micro-Trenching work.

(3) *Project close out.*

- (i) A certificate of completion shall be issued upon completion of the project. All construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.

(4) *Penalties.*

- (i) *Damage to property.*
 - 1. If public or private property is damaged during installation of dry utilities, the utility provider, contractor, and/or sub-contractor shall be responsible for repair.
 - 2. No additional applications will be accepted for review or permits issued until damage is repaired.
- (ii) *Work without permit.*
 - 1. No additional applications will be accepted for review or permits issued until the plans are submitted and a permit is issued.
- (iii) *Stagnant project.* If works stops for more than two (2) weeks, all construction equipment, spoils, and debris shall be removed and the site shall be revegetated and restored.



EXECUTIVE SUMMARY
5/8/2025

AGENDA SUBJECT:

Discuss and consider action on Tree Removal Case TRP-25-0036 regarding the removal of six (6) Significant Trees associated with the Techtown Office Warehouse Site Development Project (SD-24-0250), commonly known as 2901 Hero Way, Leander, Williamson County, Texas.

BACKGROUND:

This request is the last step in the tree removal request process. The applicant has submitted a request to remove multiple Significant Trees (>18 caliper inches) associated with site development of the project. Per Composite Zoning Ordinance, Article VI, Section 1(c), removal of Heritage and/or Significant Trees greater than 18 caliper inches require the approval of the Planning and Zoning Commission and, in the case of Heritage Trees greater than 26 caliper inches, the City Council.

HISTORY/TIMELINE:

APPLICANT/AGENT:

Goode Faith Engineering, LLC. (Anthony Goode) on behalf of Techtown Industrial L1, LLC. (Senthil Rangaswamy).

RECOMMENDATION:

Staff recommends approval of this request.

The Composite Zoning Ordinance includes the following tree mitigation requirements:

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

Below, please see the proposed Significant trees removal request per the Tech Town Office Warehouse Site Development Plans (SD-24-0250).

SIGNIFICANT TREES >18" TO 26" TO BE REMOVED				
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED	REASON FOR REMOVAL
81018	OAK	21.5"	21.5"	*Removed to provide access to warehouse overhead doors.
90757	OAK	21.5"	21.5"	*Removed to provide Fire Lane. Half CRZ inroached by Fire Lane.
90758	OAK	20.0"	20.0"	*Removed to provide Fire Lane. Half CRZ inroached by Fire Lane.
90759	OAK	19.5"	19.5"	*Removed to provide Fire Lane. Half CRZ inroached by Fire Lane.
90814	OAK	18.5"	18.5"	*Removed to provide access to warehouse overhead doors.
90847	OAK	19.0"	19.0"	*Removed to provide primary access drive and Fire Lane to development.

Applicant's Mitigation Proposal

- Significant Trees (8 to 18 caliper inches)
 1. Applicant is removing 51% or 915 caliper inches of Significant Trees which measure between eight (8) and 18 caliper inches. Removal of 21 caliper inches will require mitigation at a 1:1 ratio. The applicant is saving 49% or 872.5 caliper inches of the Significant Trees.
- Significant Trees (18+ to 26 caliper inches)
 1. Applicant is removing 39% or 120 caliper inches of Significant Trees measuring greater than 18 caliper inches and less than 26 caliper inches. Removal of these trees will require mitigation at a 2:1 ratio. Applicant is saving 61% or 184 caliper inches of the Significant Trees.
- Heritage Trees (26+ caliper inches)
 1. Applicant is not proposing to remove any Heritage Trees with this request. They are saving 100% or 146 caliper inches.
- Applicant has selected the option to pay a \$150 per caliper inch fee in-lieu for the deficit of 21 caliper inches. They will receive replacement tree credits of approximately 240 caliper inches. They will also receive credit for preserving existing trees on site to meet minimum landscape requirements.
 1. $\$150 \times 21 = \$3,150$ fee in-lieu

Total fees owed for this Tree Removal Permit are estimated at \$3,150 and will be applied to the site development (SD-24-0250). The fees will need to be paid prior to the issuance of the site development permit.

PRESENTER:

Merrily Van Leuven, Planner

Attachments:

1. TRP-25-0036 Att 1 Letter of Intent - Techtown Office Warehouse
2. TRP-25-0036 Att 2 Location Map - Techtown Office Warehouse
3. TRP-25-0036 Att 3 Aerial Map - Techtown Office Warehouse
4. TRP-25-0036 Att 4 Tree Removal Exhibit - Techtown Office Warehouse
5. TRP-25-0036 Att 5 Tree Field Data - Techtown Office Warehouse



April 30, 2025

City of Leander – Development Services – Planning Department
PO Box 319
Leander, TX 78641

RE: Significant Tree Removal Request
TechTown Office Warehouse – Site Development (SD-24-0250)

The TechTown Office Warehouse project (SD-24-0250), TECHTOWN INDUSTRIAL L1 LLC, A TEXAS LIMITED LIABILITY COMPANY CALLED 9.111 ACRES INST.# 2022062301 O.P.R.W.C.T., will involve removal of significant trees for the purpose of site development.

Below are lists of trees greater than 18" to 26" for removal, per tree survey dated 03/12/2024:

SIGNIFICANT TREES >18" TO 26" TO BE REMOVED				
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED	REASON FOR REMOVAL
81018	OAK	21.5"	21.5"	*Removed to provide access to warehouse overhead doors.
90757	OAK	21.5"	21.5"	*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.
90758	OAK	20.0"	20.0"	*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.
90759	OAK	19.5"	19.5"	*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.
90814	OAK	18.5"	18.5"	*Removed to provide access to warehouse overhead doors.
90847	OAK	19.0"	19.0"	*Removed to provide primary access drive and Fire Lane to development.

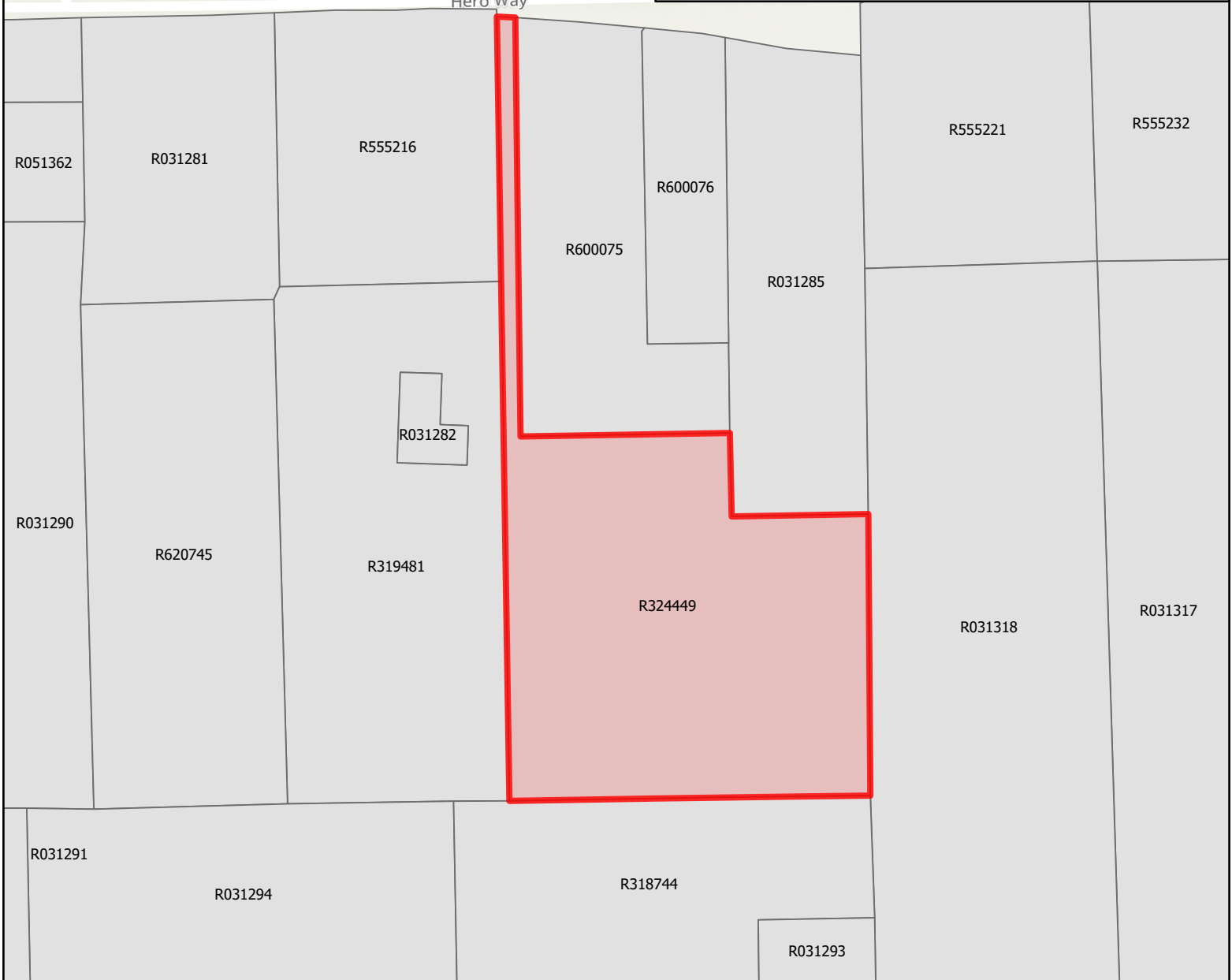
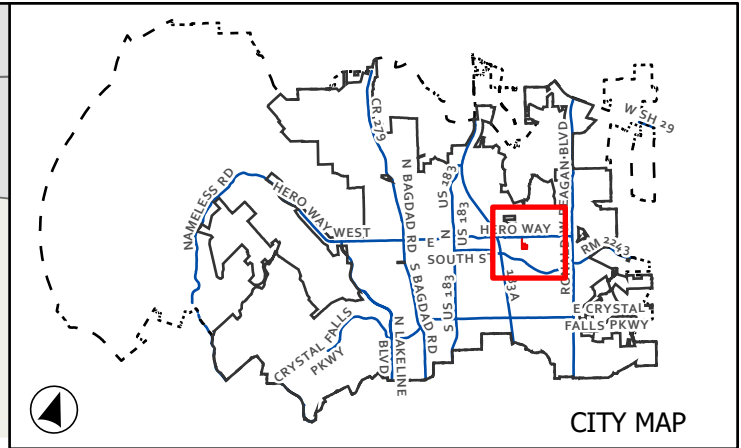
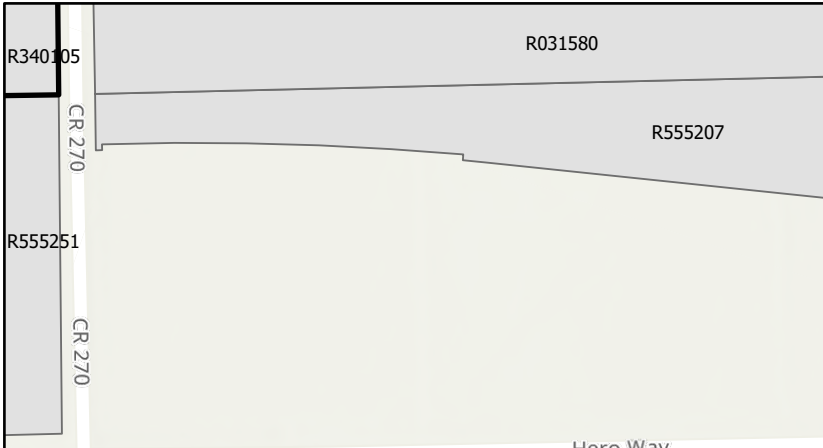
Due to the location of the proposed Site Development improvements, drainage improvements, and existing drainage constraints, please consider the trees listed above for removal.

Trees are important to this development and extensive efforts have been made to save trees to provide for a quality commercial development. This site will be compliant with an allowable percentage of trees that can be removed, and tree credits will cover the removal/replacement inches.

Please see the Site Plan application (SD-24-0250) for more details.

Sincerely,

Anthony Goode, PE
President
Goode Faith Engineering, LLC (Firm #22664)
972-822-1682
anthony@goodefaitheng.com



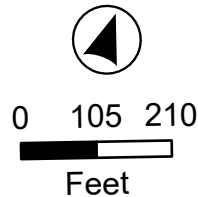
CASE: TRP-25-0036

ATTACHMENT 2

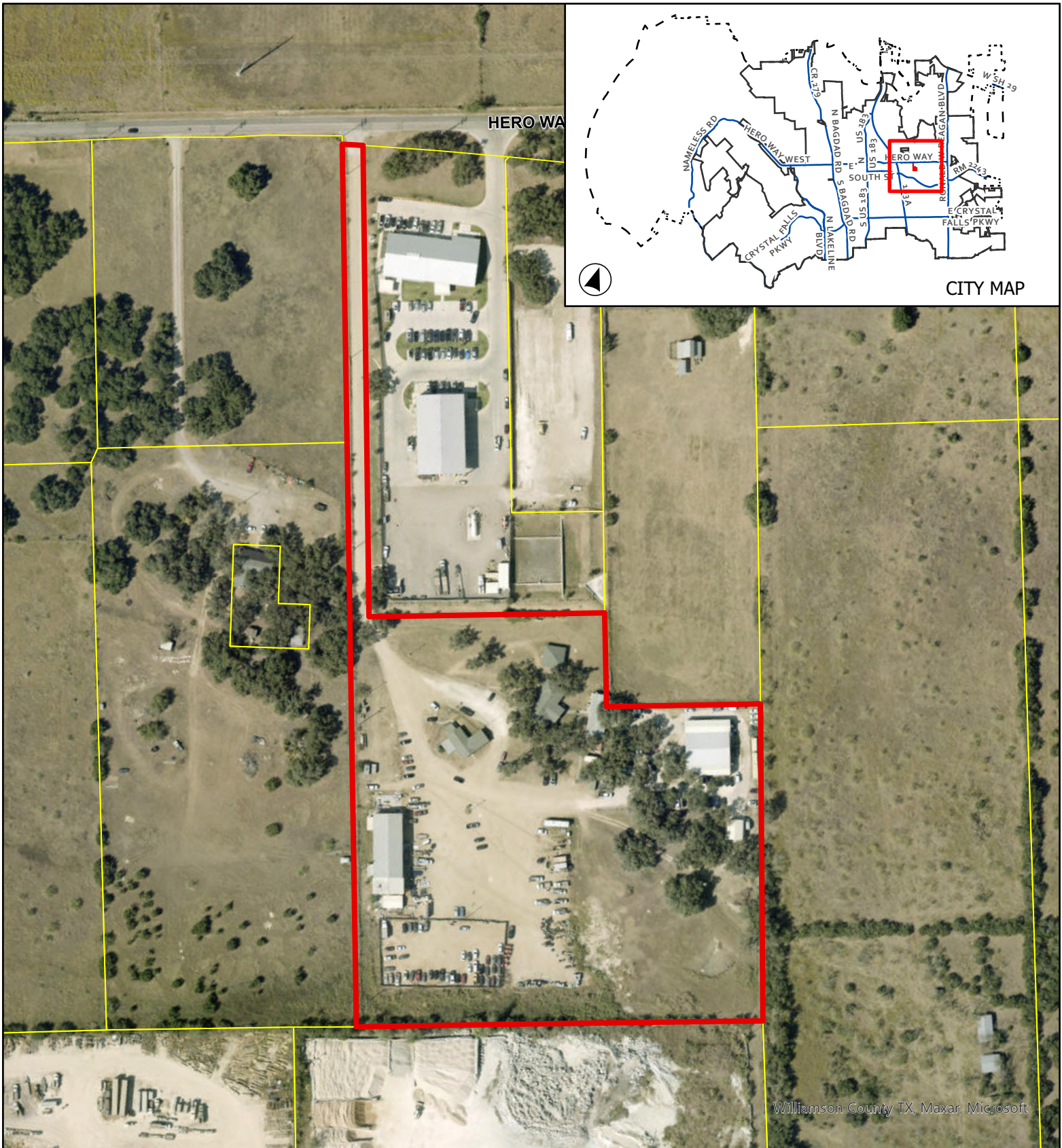
TECHTOWN OFFICE
WAREHOUSE

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



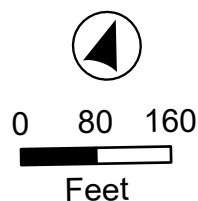
CASE: TRP-25-0036

ATTACHMENT 3

TECHTOWN OFFICE
WAREHOUSE

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

TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
80952	OAK	11.0"	
80953	OAK	18.5"	
80954	OAK	16.0"	
80955	OAK	12.0"	
80956	OAK	10.0"	
80957	OAK	17.5"	
80958	OAK	14.0"	
80959	OAK	11.5"	
80960	OAK	11.0"	
80961	OAK	19.0"	
80962	OAK	12.0"	
80963	OAK	13.0"	
80964	OAK	9.0"	
80965	OAK	25.0"	
80966	OAK	12.0"	
80967	OAK	22.0"	
80968	OAK	19.0"	
80969	OAK	8.0"	
80970	OAK	16.0"	
80971	OAK	9.0"	
80972	OAK	13.0"	
80973	OAK	12.0"	
80974	OAK	18.0"	
80975	OAK	13.0"	
80976	OAK	14.5"	
80977	OAK	11.0"	
80978	OAK	10.0"	
80979	CEDAR ELM	14.0"	
80980	CEDAR ELM	13.0"	
80981	OAK	14.5"	
80982	OAK	16.5"	
80983	OAK	19.0"	
80984	OAK	11.0"	11.0"
80985	OAK	10.0"	10.0"
80986	OAK	10.0"	
80987	OAK	13.0"	13.0"
80988	OAK	18.0"	
80989	OAK	13.0"	
80990	OAK	16.5"	
80991	OAK	14.0"	
80992	OAK	13.0"	
80993	OAK	19.0"	
80994	OAK	13.0"	
80995	OAK	10.5"	
80996	OAK	23.0"	
80997	OAK	15.0"	
80998	OAK	15.0"	
80999	OAK	17.5"	

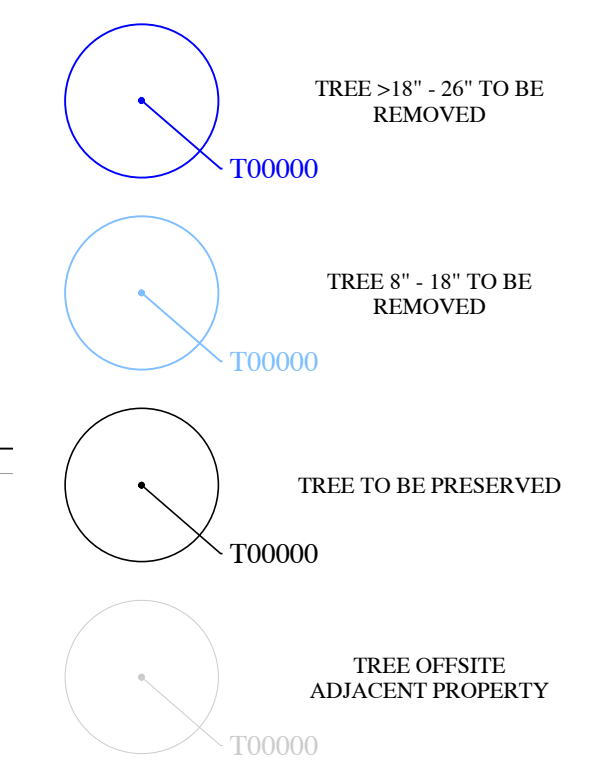
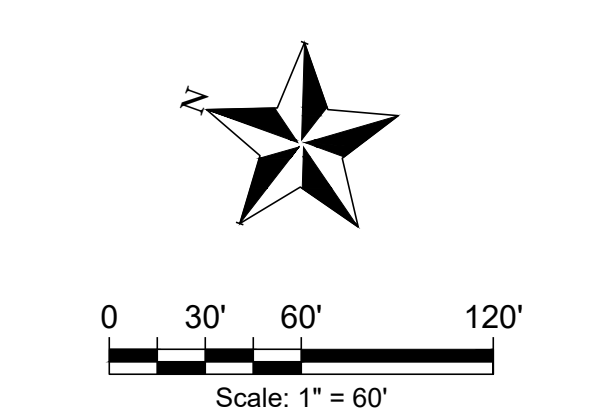
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
81000	OAK	8.0"	8.0"
81001	OAK	12.0"	12.0"
81002	OAK	15.0"	15.0"
81003	OAK	8.5"	8.5"
81004	OAK	8.0"	8.0"
81005	OAK	11.5"	11.5"
81006	OAK	11.5"	11.5"
81007	OAK	10.0"	10.0"
81008	OAK	11.0"	11.0"
81009	OAK	11.0"	11.0"
81010	OAK	9.0"	9.0"
81011	OAK	14.5"	14.5"
81012	OAK	11.0"	11.0"
81013	OAK	11.5"	11.5"
81014	OAK	10.0"	10.0"
81015	OAK	15.0"	15.0"
81016	OAK	17.0"	17.0"
81017	OAK	13.0"	13.0"
81018	OAK	21.5"	21.5"
81019	OAK	13.0"	13.0"
81020	OAK	14.0"	14.0"
81021	OAK	14.0"	
81022	OAK	11.0"	
81023	OAK	11.5"	11.5"
81024	OAK	10.0"	10.0"
90731	OAK	28.5"	
90732	OAK	29.0"	
90733	OAK	13.5"	
90734	OAK	16.0"	
90735	OAK	19.5"	
90737	OAK	11.5"	
90738	OAK	12.5"	
90740	OAK	15.0"	
90741	OAK	8.0"	
90742	OAK	9.5"	
90745	OAK	9.0"	
90746	OAK	14.0"	
90747	OAK	13.5"	
90748	OAK	14.5"	
90750	OAK	13.0"	
90751	OAK	15.0"	
90753	OAK	32.5"	
90754	OAK	14.5"	
90757	OAK	21.5"	21.5"
90758	OAK	20.0"	20.0"
90759	OAK	19.5"	19.5"
90760	OAK	28.0"	
90761	OAK	11.0"	

TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
90762	OAK	18.0"	
90764	OAK	18.0"	
90767	OAK	28.0"	
90768	OAK	14.0"	14.0"
90770	OAK	15.5"	
90771	OAK	15.0"	15.0"
90772	OAK	13.5"	13.5"
90774	OAK	10.5"	10.5"
90776	OAK	13.0"	
90777	OAK	15.5"	
90778	OAK	16.0"	
90781	OAK	12.5"	
90783	OAK	9.5"	
90784	OAK	13.5"	
90787	OAK	10.0"	
90791	OAK	11.0"	11.0"
90792	OAK	16.0"	16.0"
90793	OAK	17.0"	17.0"
90794	OAK	9.0"	9.0"
90798	OAK	13.5"	13.5"
90800	OAK	10.0"	10.0"
90801	OAK	8.5"	8.5"
90802	OAK	11.0"	11.0"
90803	OAK	9.5"	9.5"
90804	OAK	11.0"	11.0"
90805	OAK	14.5"	14.5"
90806	OAK	16.0"	16.0"
90807	OAK	17.5"	17.5"
90808	OAK	14.0"	14.0"
90809	OAK	16.0"	16.0"
90810	OAK	17.0"	17.0"
90811	OAK	16.0"	16.0"
90812	OAK	16.5"	16.5"
90814	OAK	18.5"	18.5"
90815	OAK	9.0"	9.0"
90816	OAK	10.5"	10.5"
90817	OAK	12.0"	12.0"
90818	OAK	9.5"	9.5"
90820	OAK	10.0"	10.0"
90821	OAK	12.5"	12.5"
90822	OAK	10.5"	10.5"
90823	OAK	11.5"	11.5"
90824	OAK	11.0"	11.0"
90825	OAK	12.0"	12.0"
90826	OAK	12.5"	12.5"
90827	OAK	13.0"	13.0"
90829	OAK	12.0"	12.0"
90830	OAK	14.0"	14.0"

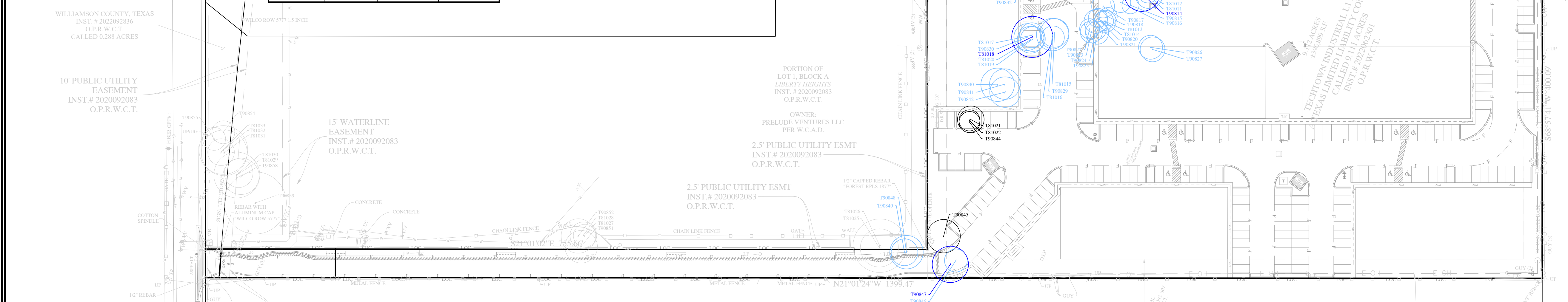
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
90832	OAK	11.0"	11.0"
90833	OAK	11.5"	11.5"
90834	OAK	8.0"	8.0"
90835	OAK	11.0"	11.0"
90836	OAK	11.0"	11.0"
90837	OAK	13.5"	13.5"
90839	OAK	9.0"	9.0"
90840	OAK	17.5"	17.5"
90841	OAK	16.0"	16.0"
90842	OAK	16.0"	16.0"
90844	OAK	11.0"	
90845	OAK	17.5"	
90846	OAK	12.0"	12.0"
90847	OAK	19.0"	19.0"
90848	OAK	17.5"	17.5"
90849	OAK	14.0"	14.0"

SIGNIFICANT TREE 8" TO 18" TO BE REMOVED
SIGNIFICANT TREE > 18" TO 26" TO BE REMOVED

Tree Credits/Replacement Requirements				Replacement	Credits
Total Caliper Inches Surveyed	=	2237.5"			
Total Caliper Inches On Site (8"-18")	=	1787.5"			
Total Caliper Inches On Site (8"-18") X 50%	=	893.8"			
Total Caliper Inches On Site (>18"-26")	=	304.0"			
Total Caliper Inches On Site (>18"-26") X 50%	=	152.0"			
Total Inches To Be Removed (8"-18")	51%	915.0"	0.0"		
Total Inches To Be Removed (>18"-26")	39%	120.0"	0.0"		
Total Inches To Be Removed (>26")	0%	0.0"	0.0"		
Total Inches To Be Retained (8"-18")	49%	872.5"			872.5"
Total Inches To Be Retained (>18"-26")	61%	184.0"			368.0"
Total Inches To Be Retained (>26")	100%	146.0"			438.0"
TOTALS			0.0"		1678.5"



NOTES:
1. SURVEY:
1.1. SURVEY COMPANY: JPH LAND SURVEYING, INC.
1.2. TREE SURVEY DATED: 03/12/2024
1.3. FIELD WORK COMPLETED: 02/22/2024
2. THIS SITE WILL BE COMPLIANT WITH ALLOWABLE PERCENTAGE OF TREES THAT CAN BE REMOVED, AND TREE CREDITS WILL COVER THE REMOVAL/REPLACEMENT INCHES.



SIGNIFICANT TREES 8" TO 18" TO BE REMOVED			
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
80984	OAK	11.0"	11.0"
80985	OAK	10.0"	10.0"
80987	OAK	13.0"	13.0"
81000	OAK	8.0"	8.0"
81001	OAK	12.0"	12.0"
81002	OAK	15.0"	15.0"
81003	OAK	8.5"	8.5"
81004	OAK	8.0"	8.0"
81005	OAK	11.5"	11.5"
81006	OAK	11.5"	11.5"
81007	OAK	10.0"	10.0"
81008	OAK	11.0"	11.0"
81009	OAK	11.0"	11.0"
81010	OAK	9.0"	9.0"
81011	OAK	14.5"	14.5"
81012	OAK	11.0"	11.0"
81013	OAK	11.5"	11.5"
81014	OAK	10.0"	10.0"
81015	OAK	15.0"	15.0"
81016	OAK	17.0"	17.0"
81017	OAK	13.0"	13.0"
81019	OAK	13.0"	13.0"
81020	OAK	14.0"	14.0"
81023	OAK	11.5"	11.5"
81024	OAK	10.0"	10.0"
90768	OAK	14.0"	14.0"
90771	OAK	15.0"	15.0"
90772	OAK	13.5"	13.5"
90774	OAK	10.5"	10.5"
90791	OAK	11.0"	11.0"
90792	OAK	16.0"	16.0"
90793	OAK	17.0"	17.0"

SIGNIFICANT TREES 8" TO 18" TO BE REMOVED			
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
90794	OAK	9.0"	9.0"
90798	OAK	13.5"	13.5"
90800	OAK	10.0"	10.0"
90801	OAK	8.5"	8.5"
90802	OAK	11.0"	11.0"
90803	OAK	9.5"	9.5"
90804	OAK	11.0"	11.0"
90805	OAK	14.5"	14.5"
90806	OAK	16.0"	16.0"
90807	OAK	17.5"	17.5"
90808	OAK	14.0"	14.0"
90809	OAK	16.0"	16.0"
90810	OAK	17.0"	17.0"
90811	OAK	16.0"	16.0"
90812	OAK	16.5"	16.5"
90815	OAK	9.0"	9.0"
90816	OAK	10.5"	10.5"
90817	OAK	12.0"	12.0"
90818	OAK	9.5"	9.5"
90820	OAK	10.0"	10.0"
90821	OAK	12.5"	12.5"
90822	OAK	10.5"	10.5"
90823	OAK	11.5"	11.5"
90824	OAK	11.0"	11.0"
90825	OAK	12.0"	12.0"
90826	OAK	12.5"	12.5"
90827	OAK	13.0"	13.0"
90829	OAK	12.0"	12.0"
90830	OAK	14.0"	14.0"
90832	OAK	11.0"	11.0"
90833	OAK	11.5"	11.5"
90834	OAK	8.0"	8.0"

SIGNIFICANT TREES 8" TO 18" TO BE REMOVED			
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
90835	OAK	11.0"	11.0"
90836	OAK	11.0"	11.0"
90837	OAK	13.5"	13.5"
90839	OAK	9.0"	9.0"
90840	OAK	17.5"	17.5"
90841	OAK	16.0"	16.0"
90842	OAK	16.0"	16.0"
90846	OAK	12.0"	12.0"
90848	OAK	17.5"	17.5"
90849	OAK	14.0"	14.0"

SIGNIFICANT TREES >18" TO 26" TO BE REMOVED			
TREE NUMBER	TREE TYPE	CALIPER INCHES	REMOVED
81018	OAK	21.5"	21.5"
90757	OAK	21.5"	21.5"
90758	OAK	20.0"	20.0"
90759	OAK	19.5"	19.5"
90814	OAK	18.5"	18.5"
90847	OAK	19.0"	19.0"

REASON FOR REMOVAL	
*Removed to provide access to warehouse overhead doors.	
*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.	
*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.	
*Removed to provide Fire Lane. Half CRZ incroached by Fire Lane.	
*Removed to provide access to warehouse overhead doors.	
*Removed to provide primary access drive and Fire Lane to development.	

TREE PRESERVATION PLAN (SITE DEVELOPMENT PLAN)					
TREE CALIPER INCHES					
TREE SIZE (in caliper inches)	TOTAL INCHES	SAVED INCHES	SAVED INCHES %	REMOVED INCHES	REMOVED INCHES %
8" TO 18"	1787.5"	872.5"	49%	915.0"	51%
>18" TO 26"	304.0"	184.0"	61%	120.0"	39%
SUBTOTAL 8" TO 26"	2091.5"	1056.5"	51%	1035.0"	49%
>26" HERITAGE	146.0"	146.0"	100%	0.0"	0%
TOTAL	2237.5"	1202.5"	54%	1035.0"	46%
TOTAL TREES					
TREE SIZE (in caliper inches)	TOTAL TREES	SAVED TREES	SAVED TREE %	REMOVED TREES	REMOVED TREES %
8" TO 18"	140	66	47%	74	53%
>18" TO 26"	15	9	60%	6	40%
SUBTOTAL 8" TO 26"	155	75	48%	80	52%
>26" HERITAGE	5	5	100%	0	0%
TOTAL	160	80	50%	80	50%
MITIGATION PLAN					
TREE SIZE (in caliper inches)	>50% REMOVAL	1:1 REPLACEMENT	2:1 REPLACEMENT	3:1 REPLACEMENT	FEES
8" TO 18"	21.3"	21.3"	-	-	-
>18" TO 26"	0.0"	-	0.0"	-	-
>26" HERITAGE	-	-	-	0.0"	\$0
TOTAL	21.3"	21.3"	0.0"	0.0"	\$0
Inches Removed w/o Mitigation (TREES 8" TO 18")					894"
Inches Removed w/o Mitigation (TREES >18" TO 26")					120"



TREE TAG: 81018
SPECIES: LIVE OAK
CALIPER INCHES: 21.5"
CONDITION: FAIR



TREE TAG: 90597
SPECIES: LIVE OAK
CALIPER INCHES: 21.5"
CONDITION: FAIR



TREE TAG: 90758
SPECIES: LIVE OAK
CALIPER INCHES: 20"
CONDITION: FAIR



TREE TAG: 90759
SPECIES: LIVE OAK
CALIPER INCHES: 19.5"
CONDITION: FAIR



TREE TAG: 90814
SPECIES: LIVE OAK
CALIPER INCHES: 18.5"
CONDITION: FAIR



TREE TAG: 90847
SPECIES: LIVE OAK
CALIPER INCHES: 19"
CONDITION: **POOR**