



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, August 14, 2025
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Karen Lewis
Place 4 – Vacant**

**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 August 7, 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 July 24, 2025.
7. Approval of the extension of the application expiration for Site Development Case SD-24-0204 Skye Multi-Family Development Recreation Improvements Minor Site Development; on one (1) parcel of land 2.783 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R646643, commonly known as 11320 Hero Way West, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

8. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0173 to amend the current zoning of SFR-2-A (Single-Family Rural) to SFR-3-A (Single-Family Rural) on one (1) parcel of land approximately 1.01 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R570333; and more commonly known as 2700 Monte Ranch Trail, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0173 as described above.

- Staff Presentation
- Applicant Presentation
- Open Public Hearing
- Close Public Hearing
- Discussion
- Consider Action

- Conduct a Public Hearing regarding Special Use Case Z-25-0184 to consider action on a Special Use Permit to allow for a social club and game room on one (1) parcel of land approximately 0.25 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036101; and more commonly known as 107 N. US 183, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0184 as described above.

- Staff Presentation
- Applicant Presentation
- Open Public Hearing
- Close Public Hearing
- Discussion
- Consider Action

REGULAR AGENDA

- Discuss and consider action on Tree Removal Case TRP-25-0039 regarding the removal of seven (7) Heritage Trees associated with the Wildspring Phase 2 Public Improvement Construction Plans (PICP-25-0199), generally located west of the intersection of Peach Drift Drive and White Mistleflower Drive, Williamson County, Texas.
 - Staff Presentation
 - Applicant Presentation
 - Discussion
 - Consider Action
- Discuss and consider action on recommendations from the Planning & Zoning Commission for the FY 2025/2026 City Budget and Capital Improvement Program (CIP) Plan.
 - Staff Presentation
 - Discussion
 - Consider Action
- Discuss and consider action on the Planning & Zoning Commission Progress Report for September 2024 to August 2025.
 - Staff Presentation
 - Discussion
 - Consider Action
- 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 6th day of August 2025 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.

Veronica Tovar

Veronica Tovar, Secretary



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

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

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of minutes.

PRESENTER:

Attachments:

1. 7-24-2025 P & Z minutes



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, July 24, 2025
Workshop at 5:30 PM
Regular Meeting at 6:00 PM



Place 1 – Donnie Mahan
Place 2 – Joseph Morales
Place 3 – Karen Lewis
Place 4 – Tara LeDay

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

WORKSHOP - CONVENE AT 5:30 PM

1. Workshop regarding the Capital Improvement Program (CIP).

Workshop was called to order at 5:30 p.m.

Discussion included the introduction of the City Of Leander's Capital Improvement Program (CIP), the Commission's responsibility in the process, and reviewing the draft of the CIP.

Workshop adjourned at 5:51 p.m.

REGULAR MEETING – CONVENE AT 6:00 PM

2. Call to Order.
Meeting was called to order at 6:00 p.m.
3. Roll Call.
All commissioners present except Commissioner Donnie Mahan.
4. Director's report to the Planning & Zoning Commission on action taken by City Council on the July 17, 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.]

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve consent agenda item 7.

By: Board Member Lantrip
Seconded: Board Member Calame

Vote: 5 -0

7. Approval of the minutes for meeting held on July 10, 2025.

PUBLIC HEARING: ACTION

8. Conduct a Public Hearing and consider action regarding Zoning Case Z-24-0114 to amend the Leander Springs Planned Unit Development with base zoning districts of MF-2-A (Multi-Family) and GC-3-A (General Commercial) to update the language as it relates to phasing and timing of the development, reduce the total number of apartments, and modify the phasing requirements on two (2) parcels of land approximately 77.90 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R403524 and R051592; and generally located southwest of the intersection of 183A Toll Road and RM 2243, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-24-0114 as described above.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:15 p.m.; following discussion.

Spoke in opposition of the request:

Clifford Hall, 604 Scenic Path, Leander, Texas 78641

Elizabeth Moore, 137 W. Windemere, Leander, Texas 78641

Monica Pintado, 444 Spindrift Lane, Leander, Texas 78641

Motion to deny Zoning Case Z-24-0114.

By: Board Member Calame

Seconded: Board Member Lantrip

Vote: 4 - 1 Board Member Morales

REGULAR AGENDA

9. Discuss and consider action on recommendations from the Planning & Zoning Commission for the FY 2025/2026 City Budget and Capital Improvement Program (CIP) Plan.

Motion to postpone action until the next meeting.

By: Board Member Lantrip

Seconded: Board Member Morales

Vote: 5 - 0

10. Adjournment
Meeting adjourned at 6:40 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

Approval of the extension of the application expiration for Site Development Case SD-24-0204 Skye Multi-Family Development Recreation Improvements Minor Site Development; on one (1) parcel of land 2.783 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R646643, commonly known as 11320 Hero Way West, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the site development for Skye Multifamily Development Recreation Improvements Minor Site Development, which is a 2.783 acre site development including recreational improvements for the neighboring multi-family development.

Article IX, Section 3(b)(3) of the Composite Zoning Ordinance includes the following provisions.

(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 another six-month (6) extension of the application in order to continue coordination external issues pending before they proceed with the pre-construction meeting. All comments were cleared on October 7, 2024. The permit may be issued during the pre-construction meeting.

HISTORY/TIMELINE:

04/02/2024 – Site Development Application Filed

02/02/2025 – Site Development Application Expired

08/02/2025 – Site Development Application Staff Extension Expired

APPLICANT/AGENT:

Austin Civil Engineering, Inc. (Hunter Shadburne) on behalf of Verena Leander Adjacent, LLC. (Charles N. Russell).

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.

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

1. Approve the request for extension; or
2. Deny the request for extension.

Staff recommends Option 1 listed above – Approve the requested extension. Staff made this recommendation after evaluating any changes made to the ordinances since the approval of the preliminary plat. Staff does not see that there is any benefit to the City to not approve the extension. Approving this extension would grant an extension to February 2, 2026 and will allow the developer to finalize the site development for approval. This extension request is within the timeframe permitted by the Composite Zoning Ordinance.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. Att 1 SD-24-0204 Skye Multifamily Development - Request Letter
2. Att 2 SD-24-0204 Skye Multifamily Development - Location Map



January 28, 2025

City of Leander
Development Services
201 N Brushy Street
Leander, TX 78641
Telephone: (512)-528-2733

Subject: Request for Extension of Permit – Project No. SD-24-0204

Dear city of Leander,

I am writing to formally request an extension of the permit for the Green Courte Partners Adjacent Parcel Minor Site Development (Project No. SD-24-0204).

The reason for this request is that there are still some coordination issues pending before we can proceed with the predevelopment meeting. We are diligently working to resolve these issues to ensure a productive and comprehensive discussion during the meeting.

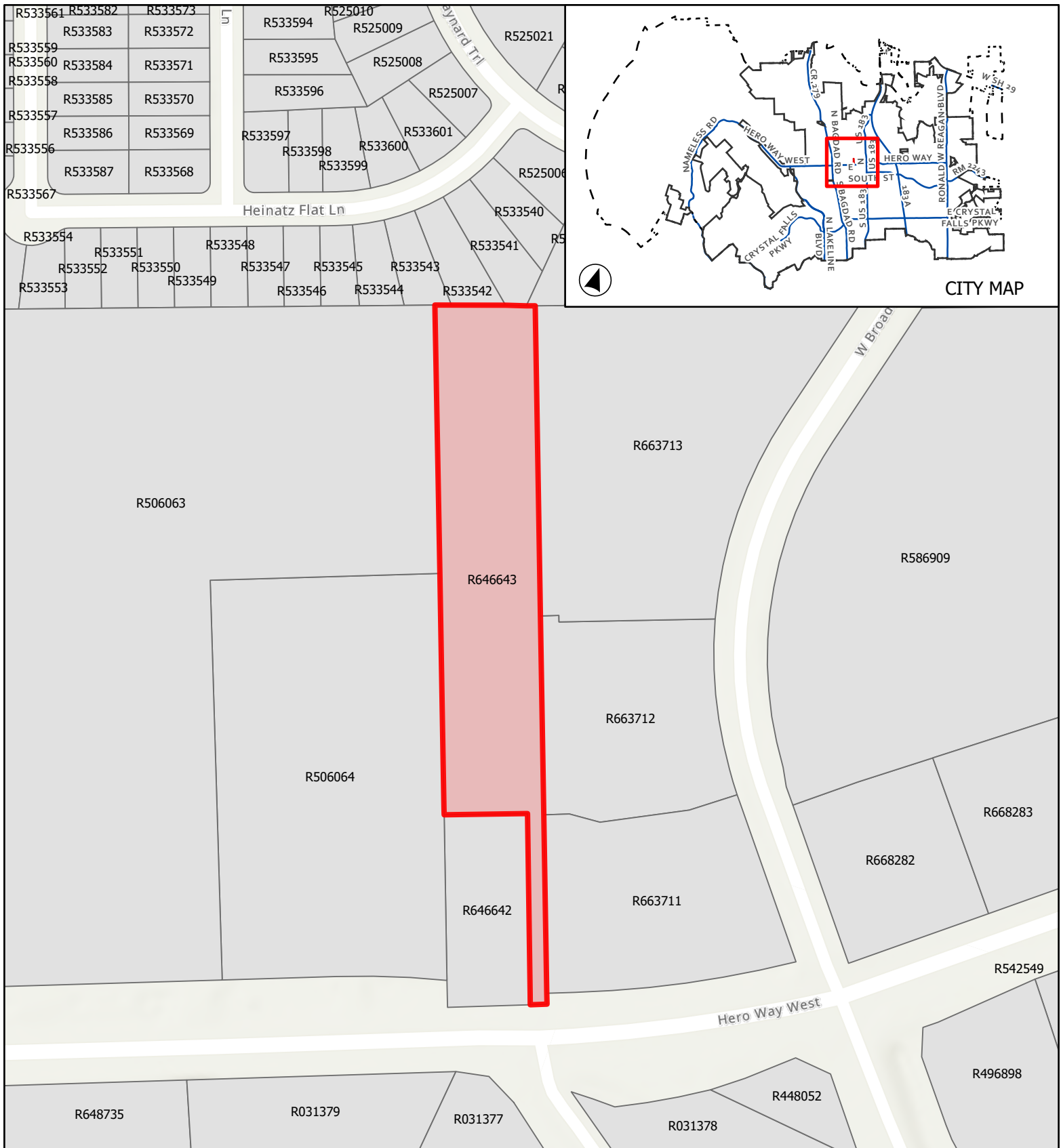
Thank you for your understanding and consideration. please do not hesitate to contact our office (737) 471-1541, or TeamH@austincivil.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Oscar Herrera Jr.", is positioned above a horizontal line.

Oscar Herrera Jr., P.E.
Austin Civil Engineering, Inc.





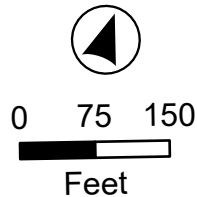
CASE: SD-24-0204

ATTACHMENT 2

SKYE MULTIFAMILY

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



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0173 to amend the current zoning of SFR-2-A (Single-Family Rural) to SFR-3-A (Single-Family Rural) on one (1) parcel of land approximately 1.01 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R570333; and more commonly known as 2700 Monte Ranch Trail, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0173 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 increase the allowed accessory structure square footage for the lot. An accessory structure is a structure that is ancillary to the primary use.

In this case, the applicant has constructed a series of buildings associated with a pool including a bathroom with a canopy cover, an outdoor kitchen with a seating area, and a fountain with a canopy cover. This Zoning request is in response to a Code Enforcement case for building without a permit. This case was heard by Municipal Court and part of the action by the court was for the applicant to complete the following to bring the site into compliance:

1. Permits: Complete the application, supply all required documents, paperwork, and clear all comments for the required permits.
2. Zoning: Complete the application to rezone the property, supply all required documents, and clear all comments.

All three applications have been submitted, and the rezoning of the property is required to approve the proposed accessory structure square footage.

The zoning request includes changing the site component from Type 2 to Type 3. The Type 3 site component allows for accessory structures to be thirty (30%) percent of the gross floor area of the main structure. This change is a ten (10%) percent increase and would allow for 1,544 square feet of accessory structures. The Type 2 site component would allow for 1,029 square feet. The proposed zoning district does comply with the Comprehensive Plan and is appropriate for properties located in Neighborhood Residential Future Land Use Category identified by the Comprehensive Plan.







GENERAL INFORMATION:

Current Zoning: SFR-2-A (Single-Family)

Proposed Zoning: SFR-3-A (Single-Family)

Size and Location: The property is located at 2700 Monte Ranch Trail, including approximately 1.01 acres.

Surrounding Area: This property is located in the Greatwood Phase 4 subdivision on the southwest corner of Monte Ranch Trail and Council Springs Pass. The surrounding uses include single-family residential homes.

Previous Zoning Cases:

The following zone cases were previously submitted for this property:

- 14-Z-011 requested a zone change from interim SFR-1-B (Single-Family Rural) to SFR-2-A (Single-Family Rural) and was approved on August 21st, 2014.

PROPOSED ZONING DISTRICT:

USE COMPONENT

SFR – Single-Family Rural:

Features: 1 acre lot min.; 1,600 square feet living area min.

Intent: Development of single-family detached dwellings on lots one acre or larger in size and for other uses that are compatible and complimentary to large lot and very low density residential development. The purpose of this component is to provide regulations to preserve rural character and maintain and protect the City's single-family residences and neighborhoods in an area with larger lot sizes. This component is also intended to preserve the larger tracts of land for future economic development in accordance with the Comprehensive Plan, while permitting rural/agricultural uses on the land to continue.

SITE COMPONENT

TYPE 3:

Features: Accessory buildings up to thirty (30%) percent of primary building; accessory dwellings.

Intent:

- (1) This component is intended to be utilized with residential components where accessory dwellings or additional accessory structures are appropriate and are not provided for in the Type 1 or 2 site components.
- (2) Compliance with Type 1 or 2 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) This component is intended to be utilized for buildings requiring heights greater than those provided in other architectural components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Strategy 10.1: Maintain and/or improve affordability and diversity in the housing market.
- Strategy 10.2: Support housing that has well-defined design character, compatibility with adjacent uses, and balanced density.

Applicable Future Land Use categories

NEIGHBORHOOD RESIDENTIAL

- The Neighborhood Residential land use category is intended to be developed primarily as new single-family detached residential subdivisions with associated amenities, such as parks, trails, open space areas, and elementary schools. These areas are intended to have a mix of suburban and auto-oriented development character which are primarily found in the form of detached residential lots.

Architectural styles, building height and massing are relatively uniform in this type of land use. Most streets are considered to be local and low-volume with curb and gutter, sidewalks, consistent speeds and highly accessible driveways. Strategically located parks are essential and in some cases a school or other institutional use are integrated or in close proximity.

Some neighborhood-serving retail and office uses are permitted in these areas with highly-restrictive use, site and design requirements. These types of uses are residential in scale and architectural design and are walkable in nature, though auto-serving. These uses are not shown on the Future Land Use Map as commercial and are supported when integrated into a development with appropriate site and zoning compatibility considerations.

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.

A neighborhood outreach was conducted on March 6, 2025 through hand delivered letters. The HOA was also notified. As of the submittal of the application, no concerns were raised.

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

HISTORY/TIMELINE:

08/21/2014 – Zoning Approved

APPLICANT/AGENT:

Jesse Diaz

RECOMMENDATION:

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

1. Approve the proposed Zoning change request; or
2. Deny the proposed Zoning change request.

Option 2 – Deny the proposing Zoning request will require the applicant to meet the standards of the current zoning, including the Type 2 Site Component. This will require the removal of any structures that exceed the square footage limit and updated plans showing that the allowed accessory structure square footage is being met per Type 2 Site Component. See calculation below:

Total overall square footage of primary structure: **5,147sq. ft.**

Total allowed accessory square footage (20%): **1,029 sq. ft.**

Proposed accessory square footage (24%): **1,213 sq. ft.**

Bldg. 1 – 320 sq. ft.

Bldg. 2 – 180 sq. ft.

Bldg. 3 – 713 sq. ft.

Total allowed accessory square footage with Type 3 site component (30%): **1,544sqft**

Staff recommends Option 1 listed above – Approve the proposed Zoning request. Staff made this recommendation based on the Comprehensive Plan and Composite Zoning Ordinance. The proposed zoning district does comply with the Comprehensive Plan and is appropriate for properties located in Neighborhood

Residential identified by the Comprehensive Plan. The Type 3 site component is a compatible site component for SFR (Single-Family Rural) zoned lots.

PRESENTER:

Justin Hunt, Senior Planner

Attachments:

1. Z-25-0173 Att 1 Letter of Intent
2. Z-25-0173 Att 2 Current Zoning - 2700 Monte Ranch
3. Z-25-0173 Att 3 FLU Map- 2700 Monte Ranch
4. Z-25-0173 Att 4 Public Notification - 2700 Monte Ranch
5. Z-25-0173 Att 5 Proposed Zoning - 2700 Monte Ranch
6. Z-25-0173 Att 6 Aerial Map - 2700 Monte Ranch
7. Z-25-0173 Att 7 Neighborhood Outreach Summary

To Whom It May Concern,

I am requesting a zoning change from **SFR-2-A** to **SFR-3-A** to accommodate the proposed modifications to my property and allow for the appropriate use of space. Specifically, I am proposing this change to increase the allowed square footage for accessory structure use on my property from 20% to 30% of the overall gross square footage of the existing home. The details of the proposed project are as follows:

Project Overview:

The project involves the construction of several steel-framed canopies around the pool area. These canopies will enhance the space by providing shade and protection while maintaining a modern, aesthetically pleasing appearance. The design prioritizes both durability and the visual harmony of the surrounding environment.

Key Details:

1. Materials:

- The canopy frames will be constructed from **rust-resistant steel**, ensuring long-term durability and structural integrity.
- All frames will be coated with high-quality **white paint**, offering both protection from the elements and a sleek, clean finish.

2. Dimensions:

The canopies will be positioned around the pool to optimize coverage and provide shade for lounging and seating areas. The specific dimensions are as follows:

- **First Canopy:** 20' x 16' above the full bathroom (sink, toilet, shower) and outdoor shower (ACSTR-24-00337).
- **Second Canopy:** 16' x 9' above the wall (with electrical connections) and water fountain (ACSTR-24-00378).
- **Third Canopy:** 30' x 20' above a sunken floor area that includes a wall for TV, firepit, and outdoor kitchen (sink, gas burners, fridge) (ACSTR-24-00379).

3. Design and Structure:

- The canopies will have a contemporary design, with clean lines and open sides to create an airy and spacious feel.
- The structure will be supported by strong steel posts, which will be securely anchored into the ground to ensure stability.

4. Location and Placement:

- The canopies will be strategically placed around the pool, providing optimal shade coverage without obstructing views of the pool or the surrounding landscape.

5. Safety Considerations:

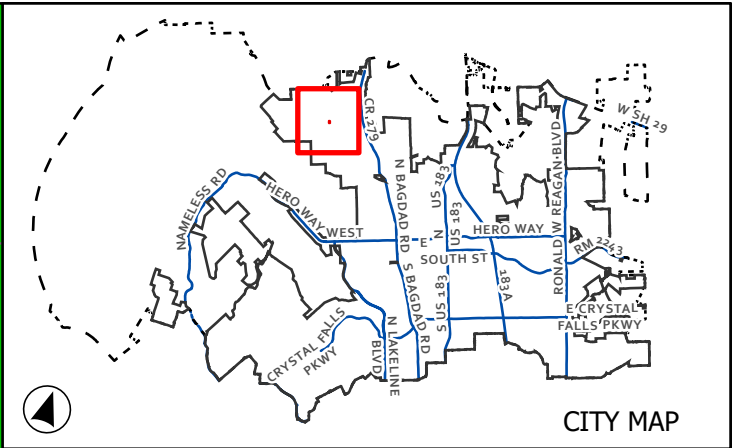
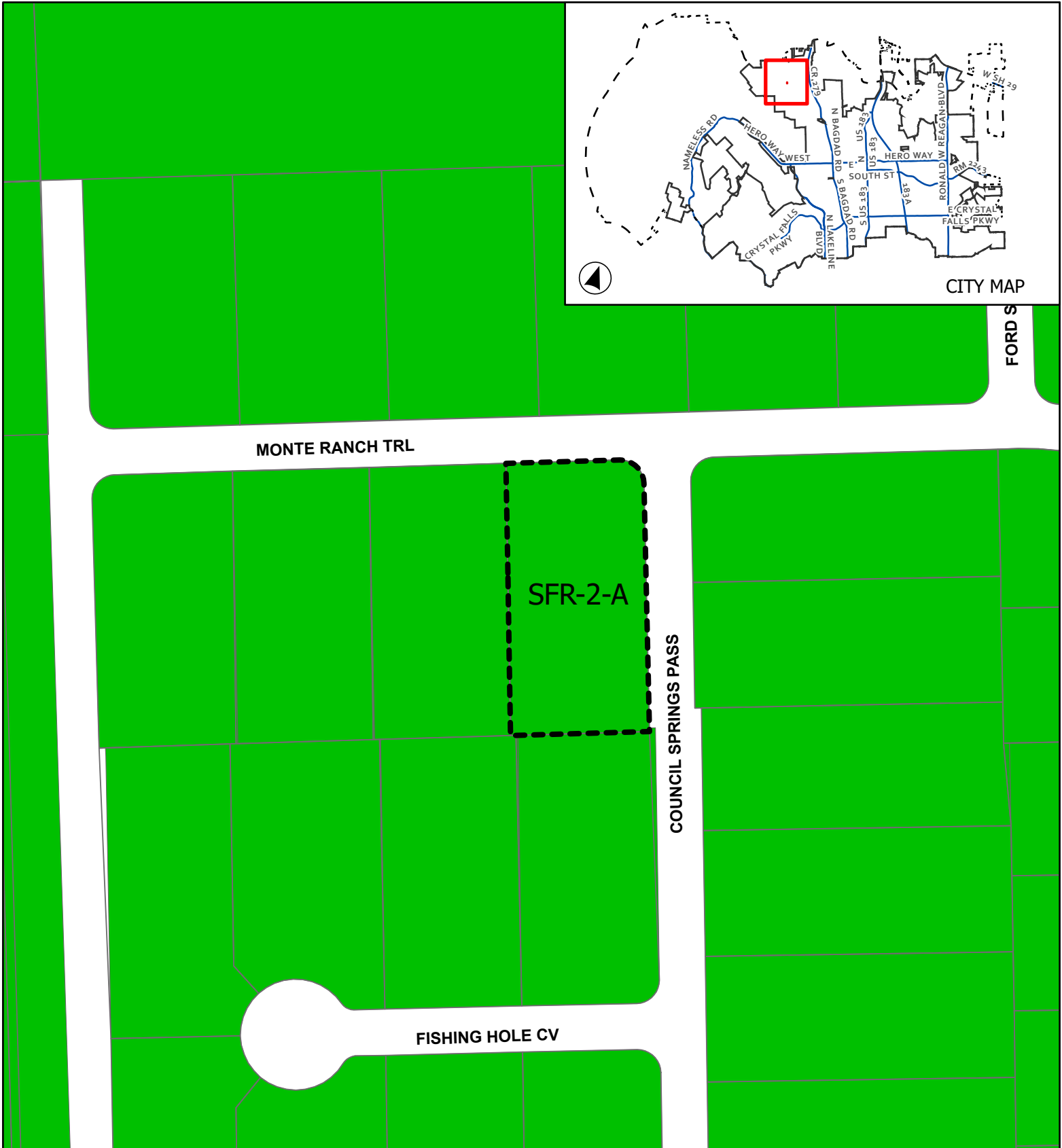
- All construction will adhere to relevant local safety standards, and the canopies will be designed to withstand typical weather conditions in our region.

I trust that the above details offer a comprehensive understanding of the proposed project. If you require further documentation or have any questions, please feel free to contact me.

Thank you for your time and consideration. I look forward to your feedback and approval.

Sincerely,

Jesse Diaz
956-212-1546
decoradesigns@hotmail.com
2700 Monte Ranch Trl
Leander, Texas 78641



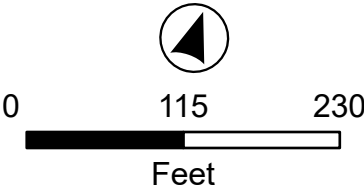
CASE: Z-25-0173

ATTACHMENT 2

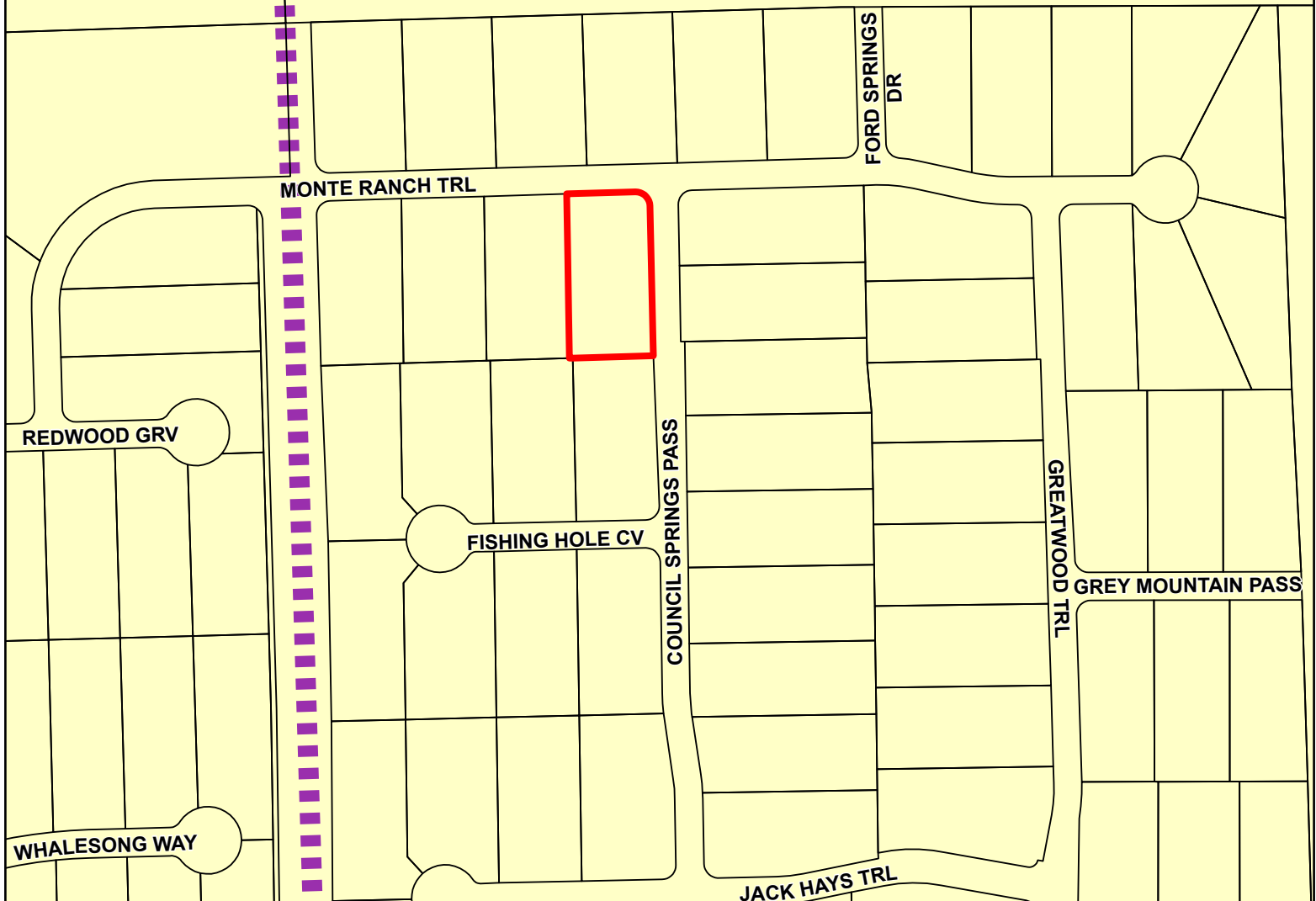
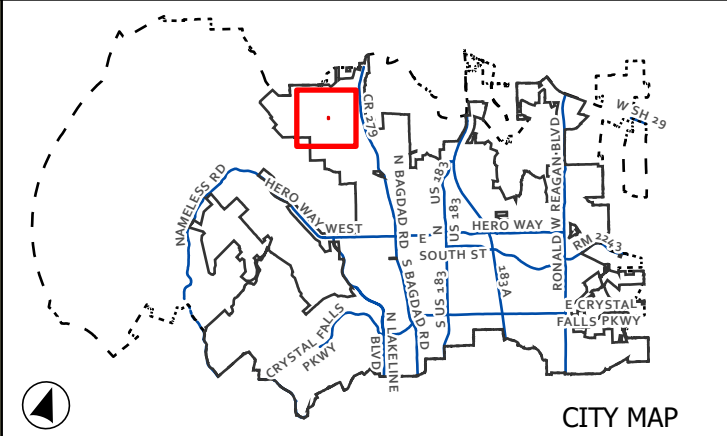
2700 MONTE RANCH

Current Zoning

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- City Limits
 - ETJ
 - Subject Boundary
- Proposed Zoning**
- SFR - Single-Family Rural



CASE: Z-25-0173

ATTACHMENT 3

2700 MONTE RANCH

Future Land Use Map

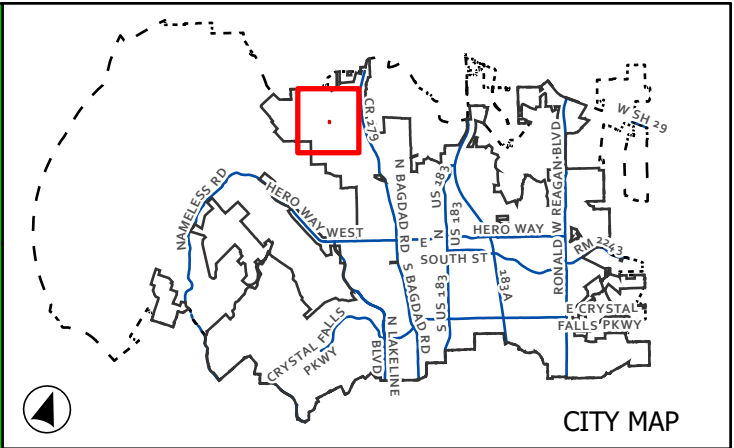
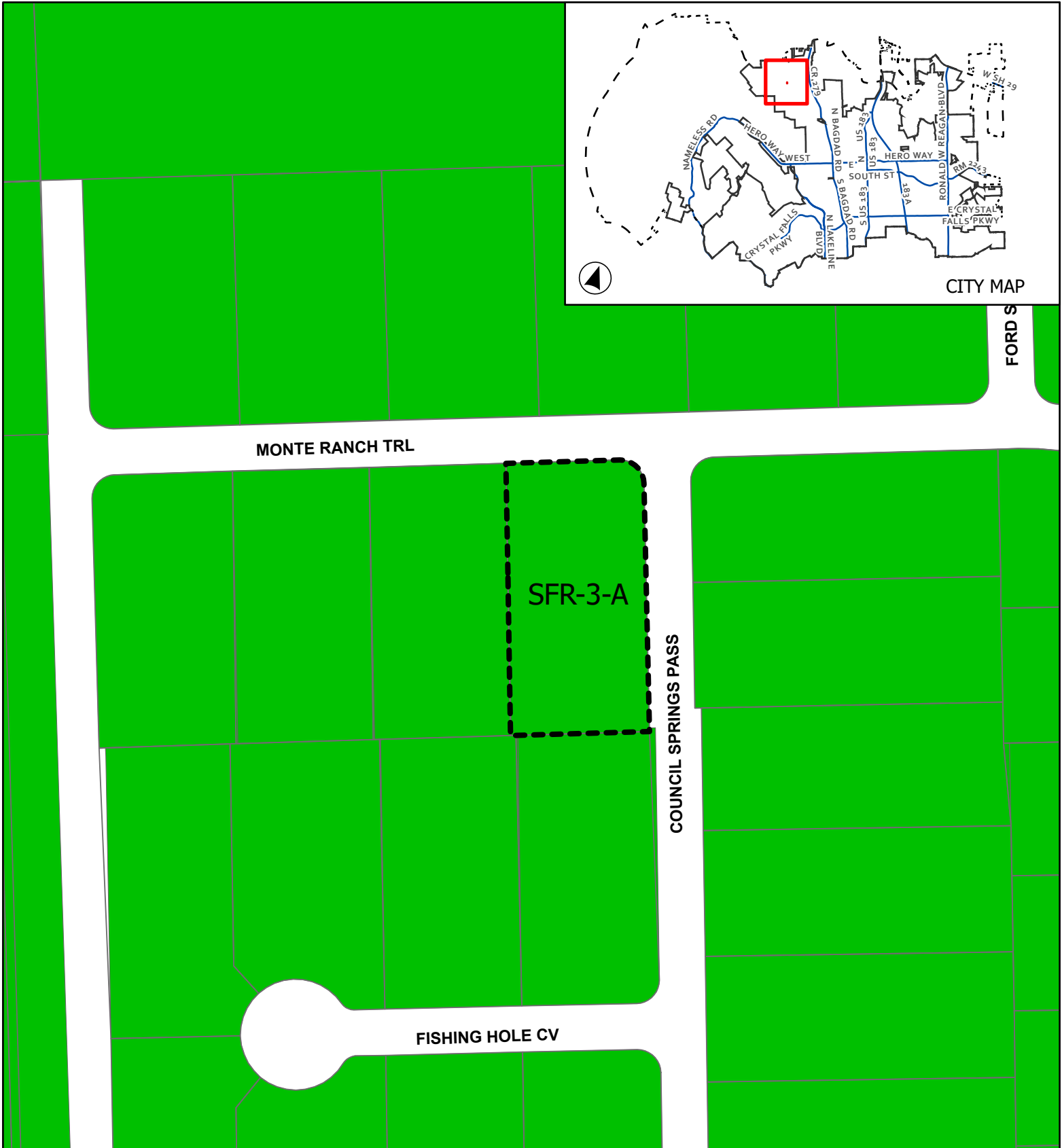
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Feet

-  ETJ Boundary
  Arterial 4 Lane, Proposed
-  Leander City Limits
  Neighborhood Residential
-  Subject Boundary



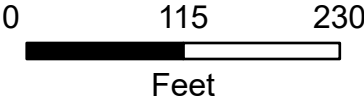
CASE: Z-25-0173

ATTACHMENT 5

2700 MONTE RANCH

Proposed Zoning

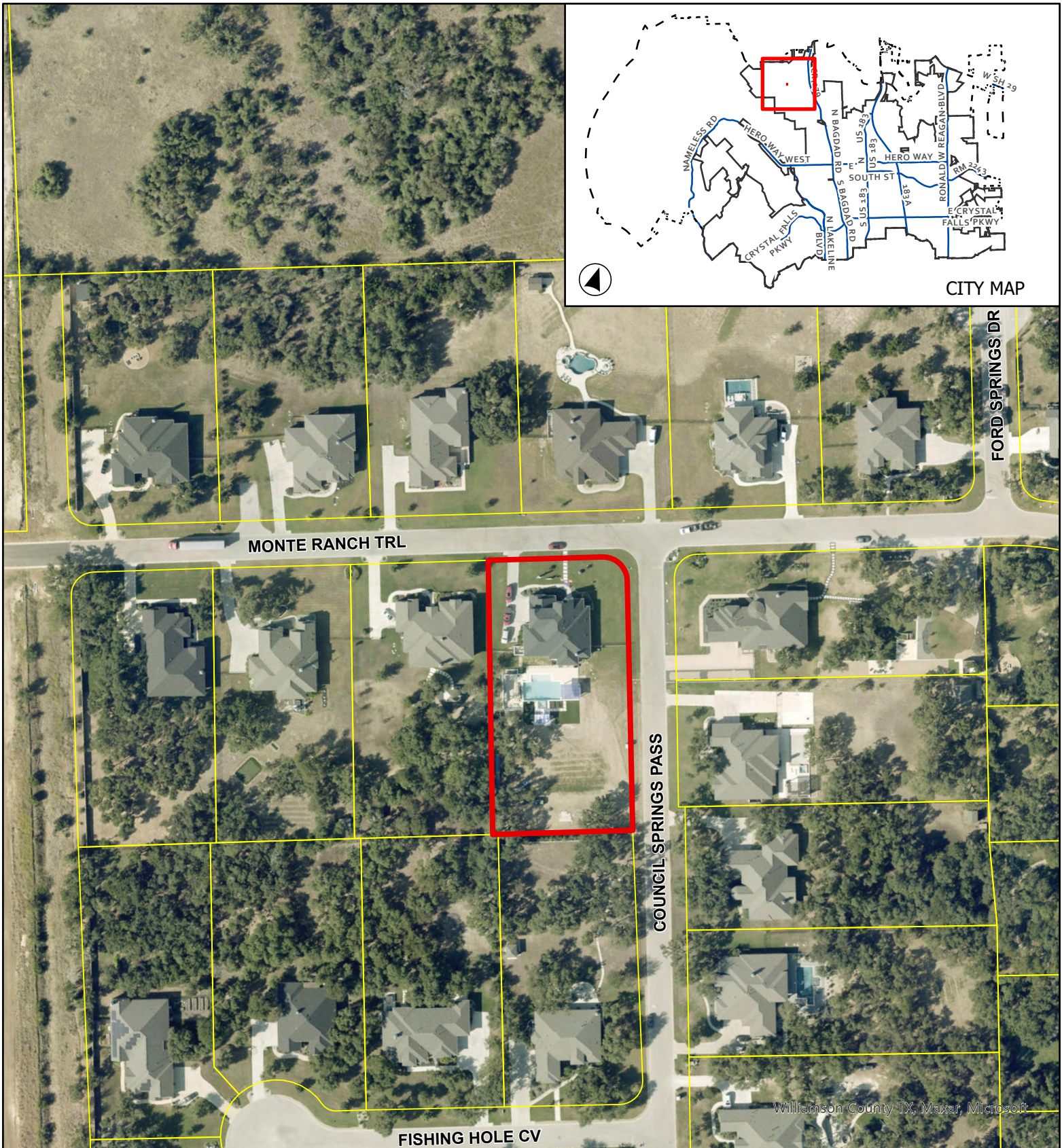
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- City Limits
- ETJ
- Subject Boundary

Proposed Zoning

SFR - Single-Family Rural



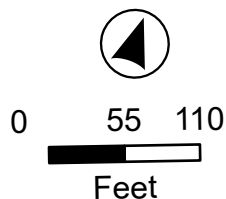
CASE: Z-25-0173

ATTACHMENT 6

2700 MONTE RANCH

Aerial Map

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- Leander City Limits
- Subject Boundary

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.

Neighbors were notified on March 6th, 2025, with hand delivered letter.

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.

Heather Hood from the HOA was notified and also gave us approval.

3. What concerns were raised during these communications?

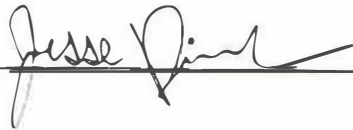
No concerns were raised during the communication process.

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

No specific conditions were added/modified due to the fact no concerns were raised.

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

Signature:



Date 03/28/2025

2700 MONTE RANCH TRL
LEANDER, TX 78641

NOTICE OF PROPOSED ZONING CHANGE
NEIGHBOR NOTIFICATION

MARCH 6, 2025

TO WHOM IT MAY CONCERN:

Dear Neighbor,

I hope this message finds you well.

We are writing to inform you of a updated proposed zoning change for the property located at 2700 Monte Ranch Trl. The property is currently zoned as SFR-2-A, and there is a request to rezone it to SFR-3-A. The purpose of this zoning request is to accommodate the construction of canopy structures in the backyard.

At this stage, we are reaching out to neighboring properties with hand delivered letters and speaking with other residents to ensure that all concerned parties are aware of the proposed change. We welcome any feedback, questions, or concerns you may have regarding this matter. Additionally, we kindly request that you provide your contact information and address for our records.

Should you have any inquiries or wish to discuss the proposed change further, please do not hesitate to contact me directly.

Thank you for your attention to this matter.

Sincerely,

Jesse Diaz

CELL: 956-212-1546

DECORADESIGNS@HOTMAIL.COM



EXECUTIVE SUMMARY

8/14/2025

AGENDA SUBJECT:

Conduct a Public Hearing regarding Special Use Case Z-25-0184 to consider action on a Special Use Permit to allow for a social club and game room on one (1) parcel of land approximately 0.25 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R036101; and more commonly known as 107 N. US 183, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-25-0184 as described above.

BACKGROUND:

This request is the first step in the zoning process. The applicant has submitted a request to adopt a Special Use Permit to allow for the operation of a social club and game room. The ordinance currently allows for a Gaming Room Facility by right under the Heavy Commercial (HC) zoning district. This Special Use request would allow for the Gaming Room Facility and Gaming Devices to operate within the General Commercial zoning district for a period of five (5) years with the option to request an extension.

Gaming Room Facility means a place to deal, operate, carry on, conduct, maintain, or expose for play any game, sports book, promotion, sweepstakes, or other activity electronic or otherwise that may or may not confer upon the patrons or participants the right, chance, or ability to win and or claim prizes.

Gaming Device means a clock, tape machine, slot machine, or other machine or device for the reception of money or other thing of value on chance or skill or upon action of which money or other thing of value is staked, hazarded, bet, won, or lost; or any mechanism, furniture, fixture, equipment or other device designed primarily for use in a gambling place. It does not include: (1) A coin-in-slot-operated mechanical device played for amusement that rewards the player with the right to replay such mechanical device; or (2) Vending machines by which full and adequate return is made for the money invested and in which there is no element of chance or hazard.

Although this property is located within Old Town and was included in the SmartCode, the property owner did not opt in to the SmartCode designation. The base zoning of this property is GC-3-C (General Commercial) and follows the standards of the Composite Zoning Ordinance.

GENERAL INFORMATION:

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

Size and Location: The property is located at 107 N US 183, north of W. South Street and south of W. Willis Street.

Surrounding Area: This property is on the west side of N US 183 within the Old Town area. The property is located between a former restaurant and former vehicle inspection business.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Encourage development and activity in Old Town with locally-owned and unique shopping, dining, and entertainment opportunities.

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', 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.

A neighborhood was conducted through mailed letters. No responses were received.

Please see the full report from the applicant attached as Exhibit 6

HISTORY/TIMELINE:

09/22/2005 – TOD Zoning Approved

APPLICANT/AGENT:

James Dortch on behalf of 3255 Gattis LLC (Najib Wehbe).

RECOMMENDATION:

As part of the evaluation of this request, the Planning & Zoning Commission have the following options:

1. Approve the proposed Special Use request;
2. Deny the proposed Special Use request; or
3. Approve an alternative request that may include modifications to the Special Use request such as limited hours of operation, different limit of Special Use permit time frame, limit type of signage, etc.

Staff recommends Option 2 listed above – Deny the proposed Special Use request. Staff made this recommendation based on compatible land use types with the Old Town district. The Old Town Master Plan identifies this area as the Old Town Core character district which should include a mix of land uses, with a focus

on destination and activity-type uses such as restaurants, coffee shops, bars, breweries, boutiques, shops, activity centers, and/or employment centers.

“The Old Town Core is very likely residents’ and visitor’s first interaction with Old Town Leander, so this district should be planned and designed with the utmost quality in mind to bring excitement and vitality into this downtown core. The Old Town Core district should be a high priority for City Staff and local elected and appointed officials when Old Town investment decisions are discussed.”

– Old Town Master Plan.

PRESENTER:

Michael Chenausky AICP, Senior Planner

Attachments:

1. Z-25-0184 Att 1 - Letter of Intent
2. Z-25-0184 Att 2 - Current Zoning
3. Z-25-0184 Att 3 - Future Land Use Map
4. Z-25-0184 Att 4 - Public Notification
5. Z-25-0184 Att 5 - Aerial Map
6. Z-25-0184 Att 6 - Neighborhood Outreach Summary

Ketta's Social
James Dortch
107 N HWY 183
Leander, Texas 78641
512-565-5045
6/5/2025

CITY OF LEANDER

205 N. BRUSHY CREEK

LEANDER, TEXAS 78641

CITY OF LEANDER,

I am writing to express my intent to establish **Ketta's Social**, a community-focused social club, at the property located at **107 N Hwy 183, Leander, TX 78641**. This letter serves as a preliminary expression of interest and is not intended to create a binding agreement.

Property Overview

The subject property is a single-story commercial building constructed in 2006, encompassing approximately 1,920 square feet on a 0.25-acre lot. The structure features masonry and stone veneer construction with a composition shingle roof and slab foundation. It is currently vacant and offers a versatile layout suitable for various commercial endeavors. The property is zoned GC-3-C (General Commercial) and benefits from high visibility and traffic exposure along North Highway 183, a major thoroughfare in Leander. Nearby amenities include St. David's Hospital and the Leander ACC campus, and the area is experiencing significant residential and commercial growth.

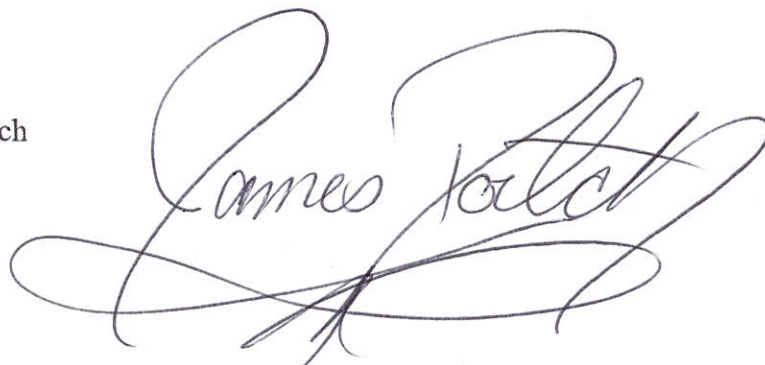
Proposed Waiver

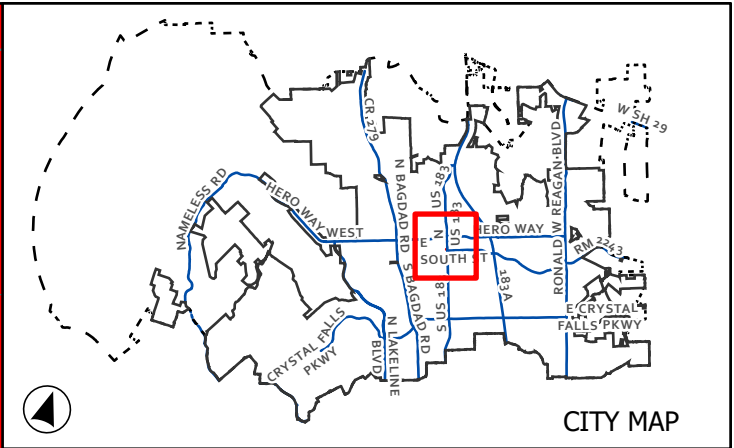
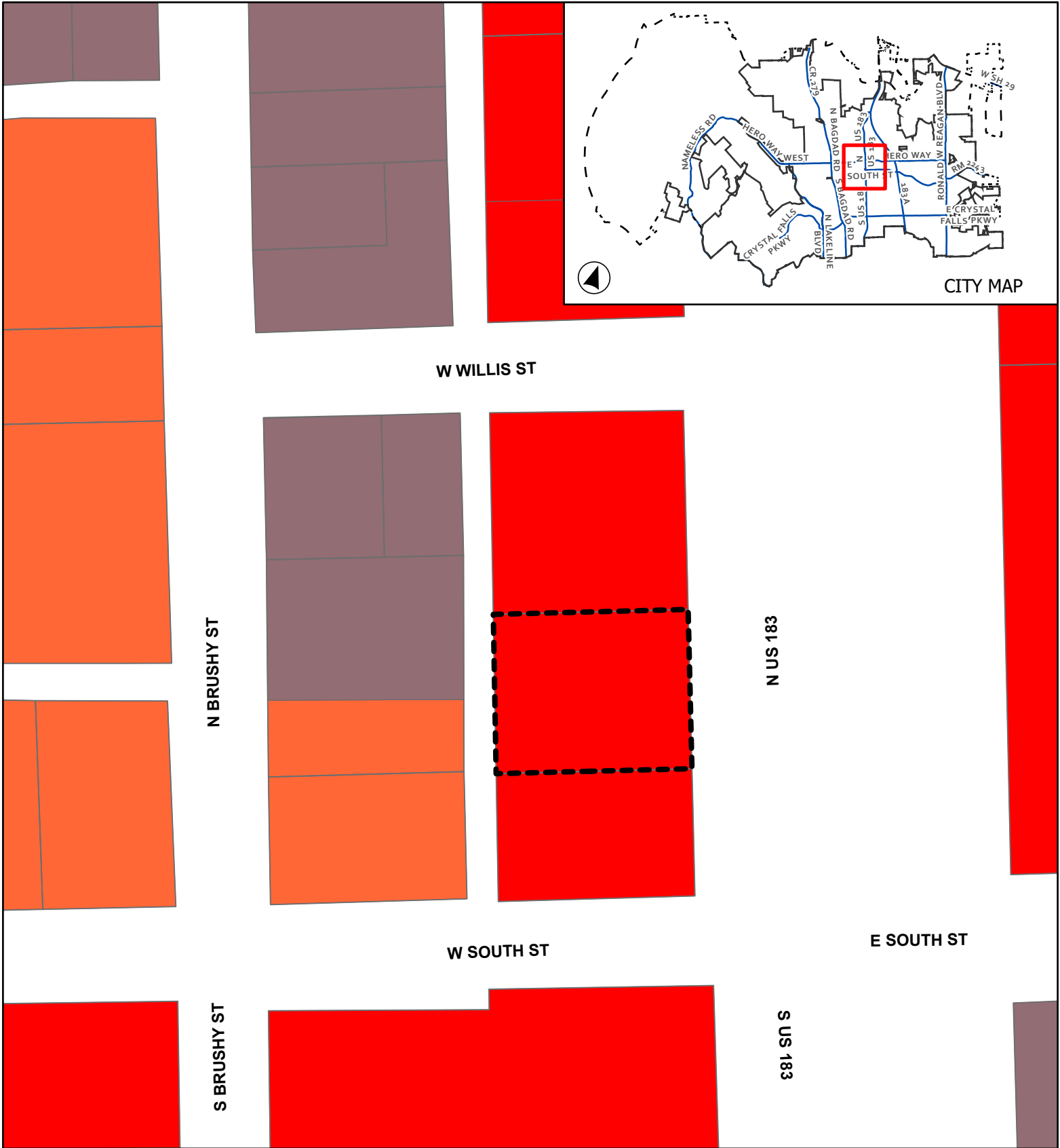
As the proposed use is not currently permitted within GC-3-C Zoning, we request a waiver of the confirming uses for this zoning to allow for the use of proposed of a social club and game room.

Reason for the special use permit.

The current GC-3-C zoning designation limits the types of activities that can be conducted at the property. To fully realize the potential of Ketta's Social and to align with the intended use of the space, we respectfully request a Special Use permit to allow for the use of a social club providing internet-based games and sweepstakes systems. The Special Use permit would a higher intensity of proposed activities such as a social club.

Sincerely, James Dortch
Consultant
Ketta's Social

A handwritten signature in dark ink, appearing to read "James Dortch", with a large, stylized flourish extending from the bottom.



CASE: Z-24-0174

ATTACHMENT 2

KETTAS SOCIAL SUP

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.

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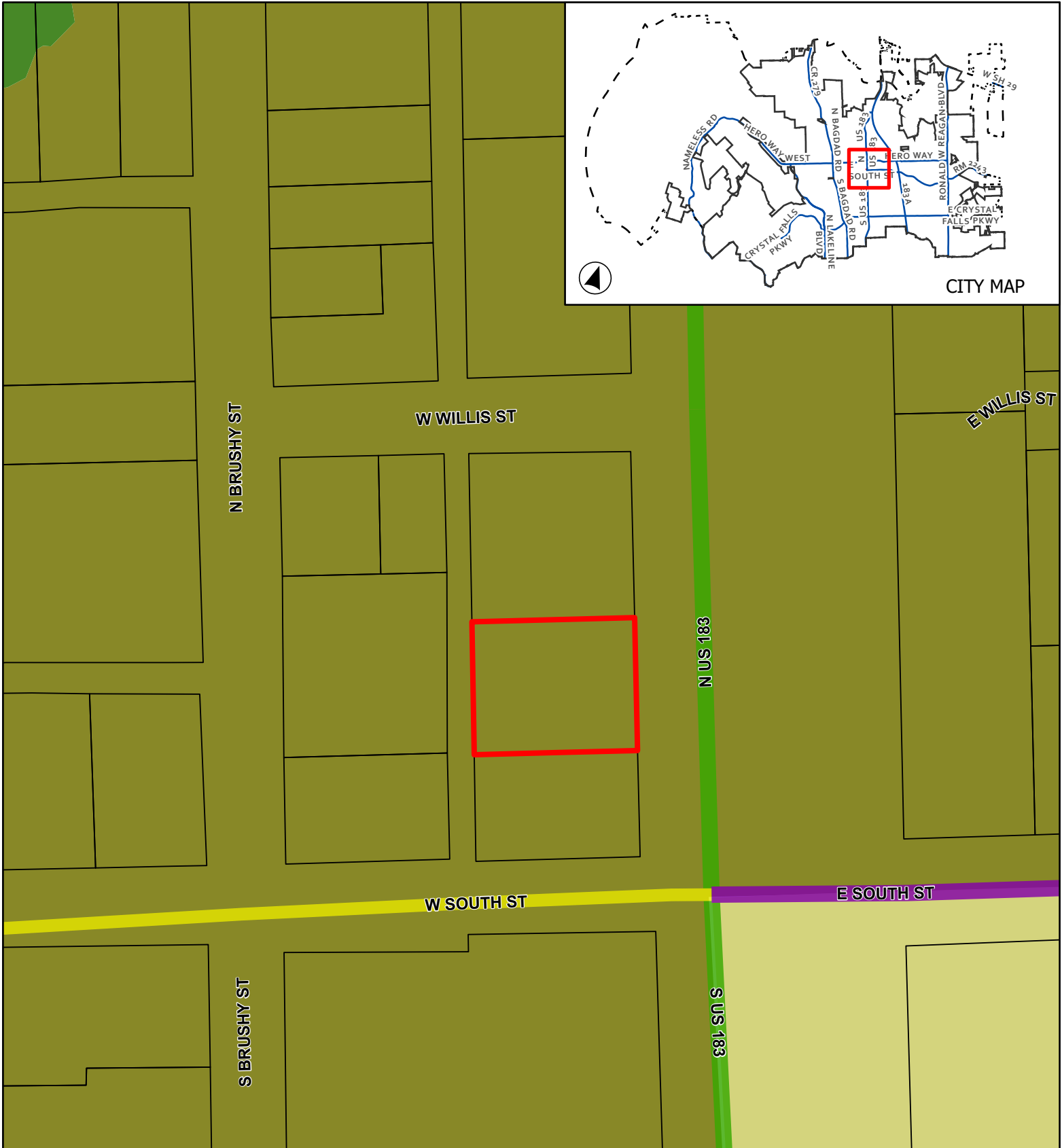
Feet

City Limits
 ETJ
 Subject Boundary

Current Zoning

GC - General Commercial
 Civic Building
 T5 - Urban Center

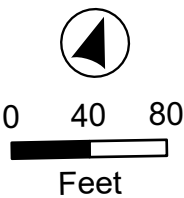
Page 32 of 140



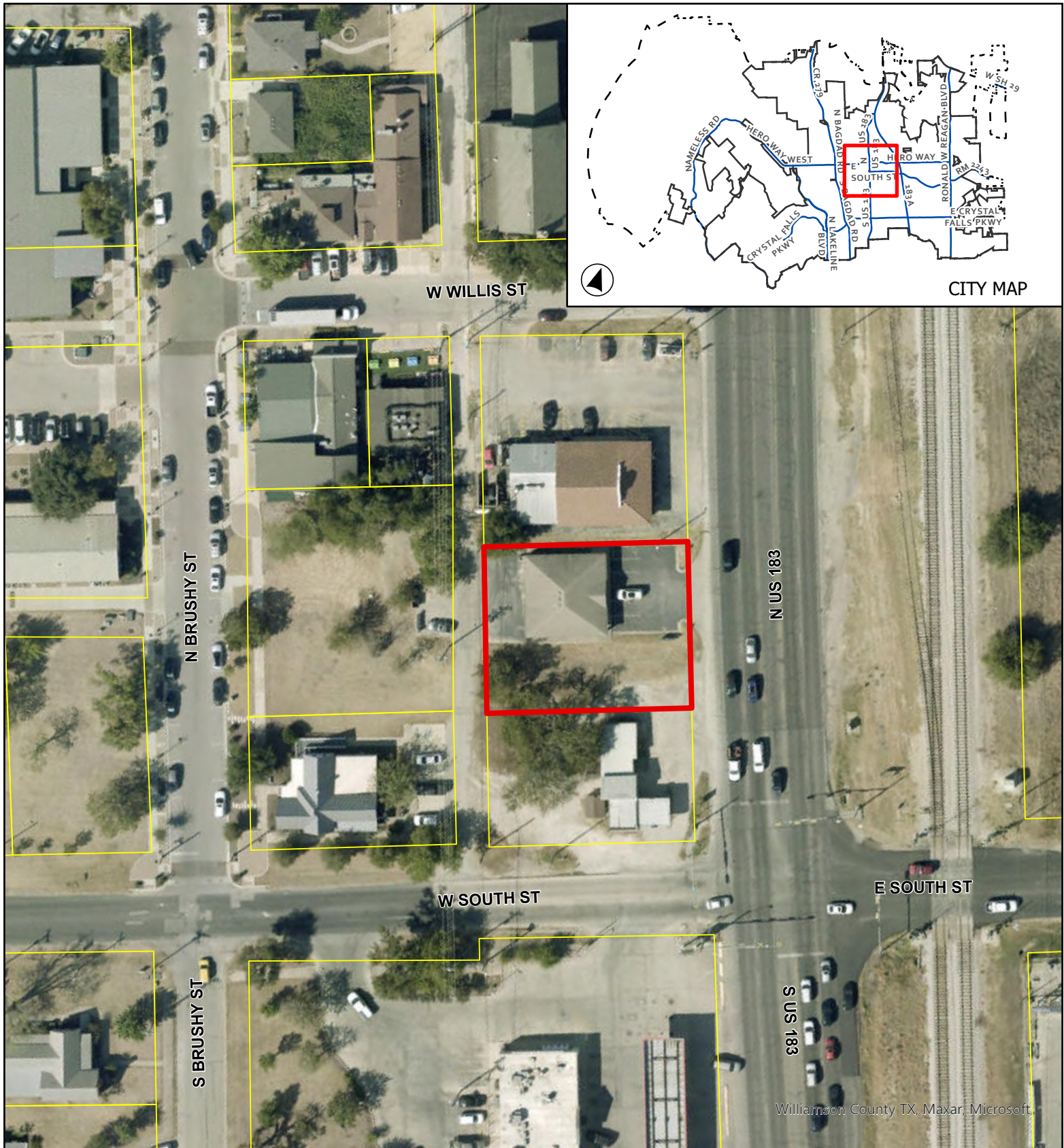
CASE: Z-25-0184 ATTACHMENT 3 KETTAS SOCIAL SUP

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.



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



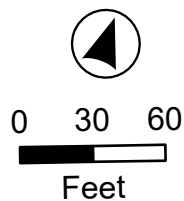
CASE: Z-24-0184

ATTACHMENT 5

**KETTAS SOCIAL
SUP**

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

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.

Communication Attempted with new letter of Intent to residence - No response at this time

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.

200 E Willis St.
216 E Willis St.
103 E Willis St.
206 W. Broade St.

3. What concerns were raised during these communications?

No Response 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?

No Response at time of attempted communication.

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

Signature:

Date

6-6-25

Ketta's Social
James Dortch
107 N HWY 183
Leander, Texas 78641
512-565-5045
6/5/2025

CITY OF LEANDER

205 N. BRUSHY CREEK

LEANDER, TEXAS 78641

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The subject property is a single-story commercial building constructed in 2006, encompassing approximately 1,920 square feet on a 0.25-acre lot. The structure features masonry and stone veneer construction with a composition shingle roof and slab foundation. It is currently vacant and offers a versatile layout suitable for various commercial endeavors. The property is zoned GC-3-C (General Commercial) and benefits from high visibility and traffic exposure along North Highway 183, a major thoroughfare in Leander. Nearby amenities include St. David's Hospital and the Leander ACC campus, and the area is experiencing significant residential and commercial growth.

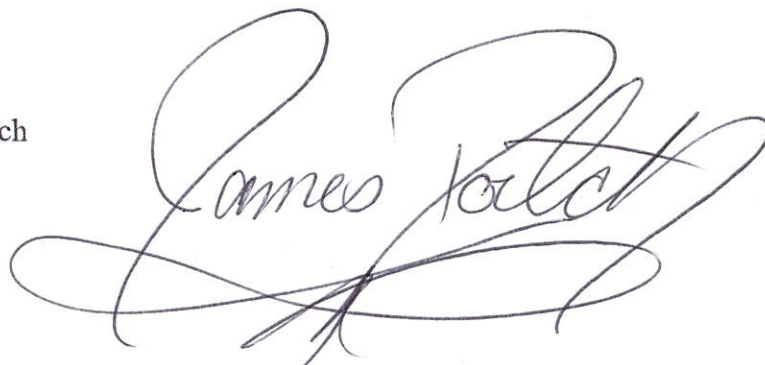
Proposed Waiver

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Sincerely, James Dortch
Consultant
Ketta's Social

A handwritten signature in dark ink, appearing to read "James Dortch", with a large, stylized flourish extending from the bottom of the signature.



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

Discuss and consider action on Tree Removal Case TRP-25-0039 regarding the removal of seven (7) Heritage Trees associated with the Wildspring Phase 2 Public Improvement Construction Plans (PICP-25-0199), generally located west of the intersection of Peach Drift Drive and White Mistleflower Drive, Williamson County, Texas.

BACKGROUND:

This request is the final step in the tree removal request process. The applicant has submitted a request to remove seven (7) Heritage Trees measuring a total of 214.50 caliper inches due to building pad conflicts associated with the Wildspring Phase 2 public improvements construction plans. Per Subdivision Ordinance, Article II, Section 22(c)(3)(iii), Heritage Trees may be removed only with the approval of a Tree Removal Permit and after the required mitigation has been approved. The Planning & Zoning Commission shall review all applications for Heritage Tree removal permits and make a recommendation for approval or denial to the City Council, which shall have final authority to issue the permit.

The tree preservation plan approved through the preliminary plat did not include the Heritage Trees proposed for removal with this permit. The developer has the option to remove trees from the pad site at the time of building permit, but have opted to remove them with the PICP. Per the Composite Zoning Ordinance, the development may plan for removal of the trees from the pad site during the subdivision construction phase. If trees are proposed for removal at this stage, mitigation requirements shall apply. Staff has not verified that the location of the trees will be impacted by the building pad.

GENERAL INFORMATION:

Current Zoning: Mason Tract Minor PUD (Planned Unit Development) with the base zoning of SFC-2-B (Single Family Compact).

Size and Location: The property is generally located west of the intersection of Peach Drift Drive and White Mistleflower Drive, including approximately 37.247 acres.

SITE INFORMATION:

SURROUNDING AREA:

The properties surrounding the project include the following uses:

- **NORTH:** Residential (Edgewood Subdivision)
- **EAST:** Residential (Wildspring Phase 1 Subdivision)
- **SOUTH:** Residential (Wildspring Phase 1 Subdivision)
- **WEST:** Undeveloped Residential

PHYSICAL AND NATURAL FEATURES:

This property contains floodplain along the southwest boundary and heavy tree cover throughout the tract

HISTORY/TIMELINE:

10/11/2022 - Preliminary Plat Approved
 11/12/2024 - Preliminary Plat Minor Revision #1 Approved
 02/15/2023 - Phase 1 Clearing & Grading Plans Permit Issued
 06/14/2024 - Phase 1 Construction Plans Permit Issued
 12/10/2024 - Phase 2 Clearing & Grading Plans Filed
 03/18/2025 - Phase 2 Construction Plans Filed

APPLICANT/AGENT:

Pape-Dawson Consulting Engineers, LLC. (Aimee Chavez) on behalf of Toll Southwest, LLC. (Kyle Ninness).

RECOMMENDATION:

Staff recommends approval of this request.

The Subdivision Ordinance includes the following tree mitigation requirements:

- Up to fifty (50%) percent of the caliper inches of Significant Trees between eight (8) and twenty-six (26) caliper inches may be removed without mitigation for single-family and two-family subdivisions.
- Mitigation shall be required at a 1:1 caliper inch basis for significant trees between eight (8) and eighteen (18) caliper inches.
- Mitigation shall be required at a 2:1 caliper inch basis for significant trees greater than eighteen (18) caliper inches and less than twenty-six (26) caliper inches.
- Mitigation shall be required at a 3:1 caliper inch basis for Heritage Trees and a mitigation fee in the amount of \$300.00 per caliper inch removed.
- Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment in-lieu of replacement trees.

Below, please see the proposed Heritage trees removal request per the Wildspring Phase 2 Public Improvement Construction Plans (PICP-25-0199):

LSI Tree Number	Tree Mann Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal	Phase Location
6315		LIVE OAK	33.5	X		X	BUILDING PAD	PHASE 2
6359		LIVE OAK	27.5	X		X	BUILDING PAD	PHASE 2
6408		LIVE OAK	32	X		X	BUILDING PAD	PHASE 2
6490		LIVE OAK	32.5	X		X	BUILDING PAD	PHASE 2
6500		LIVE OAK	28	X		X	BUILDING PAD	PHASE 2
6538		LIVE OAK	28.5	X		X	BUILDING PAD	PHASE 2
6545		LIVE OAK	32.5	X		X	BUILDING PAD	PHASE 2

Applicant's Mitigation Proposal

- Applicant is saving approximately twenty-three (23) significant trees and fourteen (14) Heritage Trees within Phase 2 and proposing to save roughly 54% of Significant trees and over 80% of the Heritage trees for the overall Wildspring Subdivision.
- Mitigation is achieved through credit of 439 caliper inches of existing trees on site.
- There is a Heritage tree removal fee in the amount of \$98,700 based off the removal of 329 caliper inches at a rate of \$300 per inch with \$64,350 being paid with the associated Phase 2 PICP permit. The Developer has already paid \$34,350 with previous development permits. Developer is required to replace 548 caliper inches for the overall Wildspring Subdivision.

PRESENTER:

Attachments:

1. TRP-25-0039 Att 1 Letter of Intent - Wildspring Ph 2
2. TRP-25-0039 Att 2 Location Map - Wildspring Ph 2
3. TRP-25-0039 Att 3 Aerial Map - Wildspring Ph 2
4. TRP-25-0039 Att 4 Tree Removal Exhibit - Wildspring Ph 2
5. TRP-25-0039 Att 5 Tree Field Data - Wildspring Ph 2

July 8, 2025

Veronica Tovar
Planning Coordinator
City of Leander
P.O. Box 319
Leander, Texas 78646

RE: City of Leander Tree Removal Request for Wildspring Phase 2
Tree Removal Permit: TRP-25-0039
Associated App. No.: PICP-25-0199

Dear Ms. Tovar:

We are submitting this tree removal application in association with the Wildspring Phase 2 Construction Plans (PICP-25-0199) for heritage trees to be removed due to building pad conflicts.

This tree removal proposes the removal of seven (7) are heritage trees. Each tree is proposed to be removed with this plan due to conflicts with building pads. Approximately twenty-three (23) significant trees and fourteen (14) heritage trees are proposed to be saved within the limits of Phase 2.

Per previous discussions with Michael Chenausky and the Planning Department, the overall Wildspring development calculates the required mitigation as a total of all phases, with the final mitigation fee to be paid with the final phase of the Wildspring development. To date, an estimated 661.00 inches will be mitigated via fee-in-lieu with the final phase of the Wildspring development.

In addition to the running total for the entirety of the development, a separate mitigation calculation has been completed for Wildspring Phase 2 (PICP-25-0199) including only the existing trees, and the tree removals proposed with this permit. In the mitigation calculation for Phase 2 only, all tree removals are mitigated via credit for the 8"-17.99" trees that are saved, leaving a \$0.00 fee-in-lieu of replacement in this phase. A fee of \$64,350.00 has been calculated for Phase 2 due to the proposed removal of 214.50 Heritage Tree inches, at \$300.00 per inch.

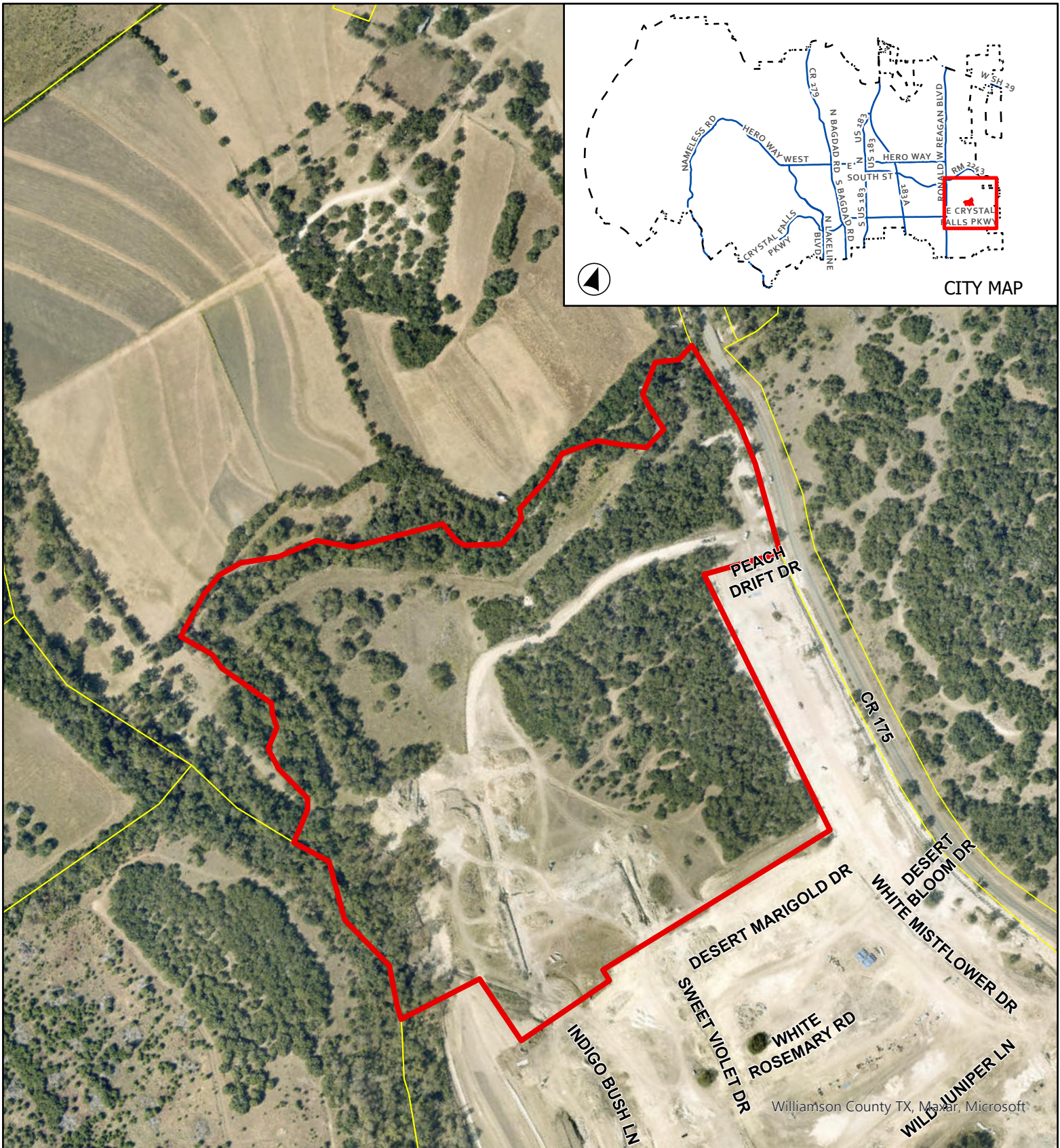
Please contact me if you have any questions or need additional information concerning this response.

Sincerely,
Pape-Dawson Consulting Engineers, LLC.



Aimee Chavez, P.E.
Associate Vice President

H:\Projects\514\80\01\301 Construction Documents\Documents\Plan Processing\City\Tree Removal Permit\Wildspring Phase 2 - Tree Removal Letter.docx



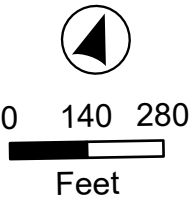
CASE: TRP-25-0039

ATTACHMENT 3

WILDSRING PH 2

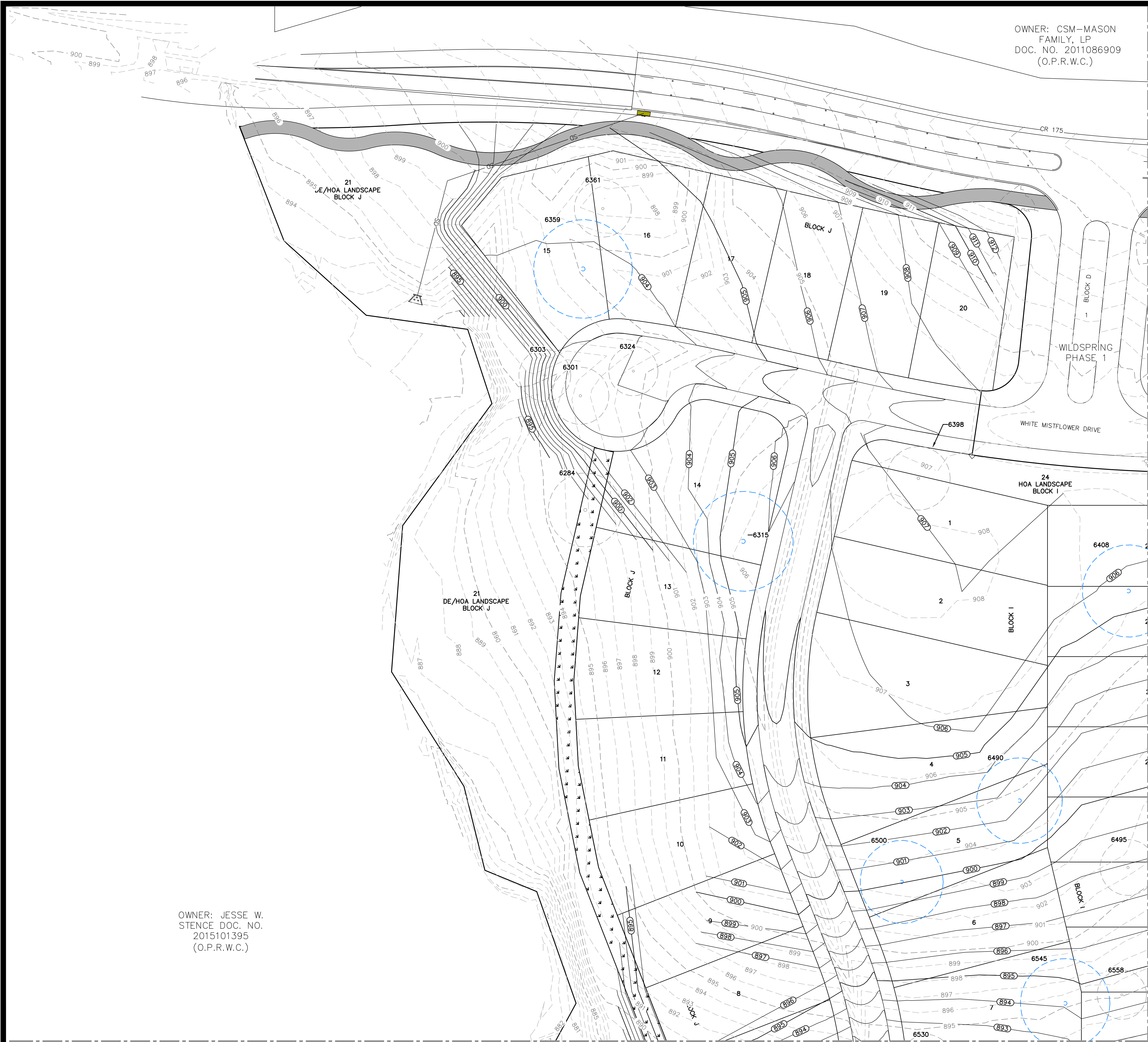
Aerial Map

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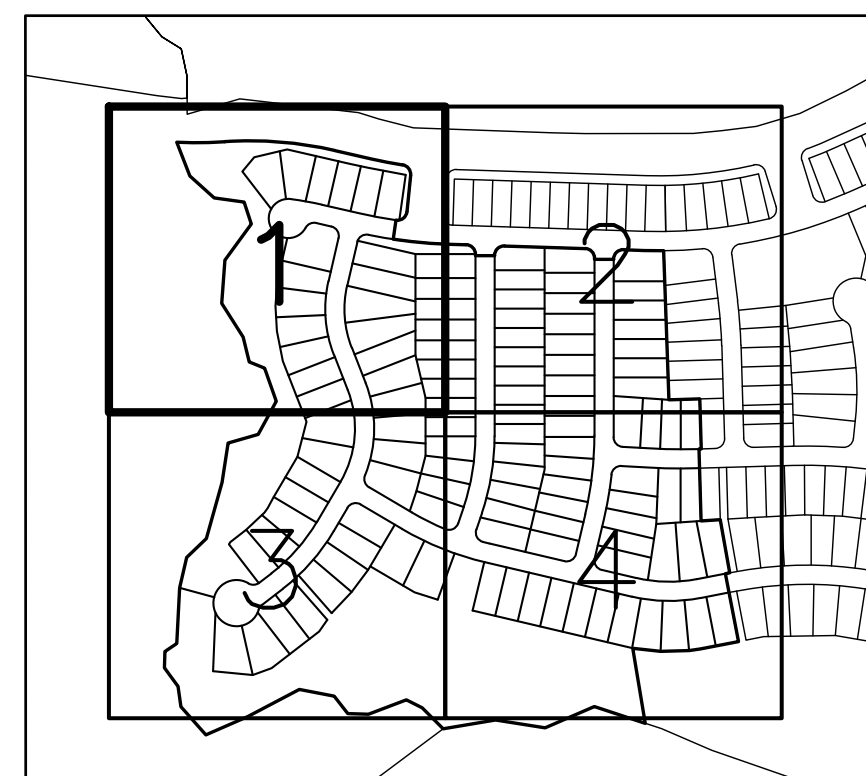


- Leander City Limits
- Subject Boundary

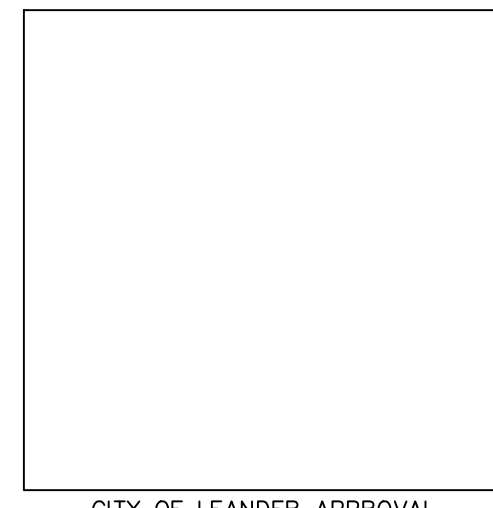
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MATCHLINE - SEE SHEET 16 OF 89

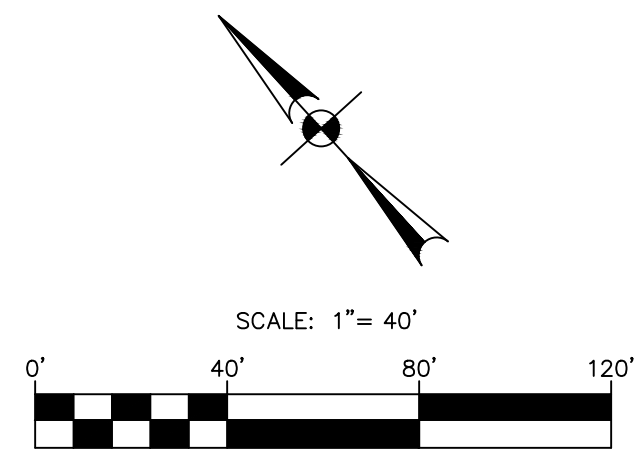


KEY MAP



CITY OF LEANDER APPROVAL

PICP-25-0199



LEGEND

-

[illegible]

PAPE-DAWSON
PE ENGINEERS

AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS

10801 N. MIDCAP EXP., BLDG. 3, STE. 200 | AUSTIN, TX 78759 | 512.454.8711

TBPE FIRM REGISTRATION #470 | TBPBS FIRM REGISTRATION #10028601

WILDSRING
PHASE 2
CITY OF LEANDER, TEXAS
TREE REMOVAL EXHIBIT
1 OF 5

CITY JOB No. PICP-25-0199
JOB NO. 51480-01
DATE MAY 2025
DESIGNER AD/BA
CHECKED AC DRAWN CK
SHEET **1 OF 5**

[illegible]

MATCHLINE - SEE SHEET 18 OF 89



SIGNIFICANT TREES PREVIOUSLY
REMOVED WITH CLEARING PLAN

HERITAGE TREES REMOVED
WITH THIS PERMIT

PROPOSED CONTOUR LINE

EXISTING CONTOUR LINE



WILDSRING
PHASE 2
CITY OF LEANDER, TEXAS
TREE REMOVAL EXHIBIT
2 OF 5

CITY JOB No. PICP-25-0199
JOB NO. 51480-01
DATE MAY 2025
DESIGNER AD/BA
CHECKED AC DRAWN CK
SHEET 2 OF 5

PICP-25-0199

MATCHLINE - SEE SHEET 15 OF 89

OWNER: JESSE W. STENCE DOC. NO. 2015101395 (O.P.R.W.C.)

21 DE/HOA LANDSCAPE BLOCK J

80 DE/HOA LANDSCAPE/WWE BLOCK A

OWNER: JESSE W. STENCE DOC. NO. 2015101395 (O.P.R.W.C.)

OWNER: JESSE W.
STENCE DOC. NO.
2015101395
(O.P.R.W.C.)



-
- Diagram illustrating the difference between the proposed contour line and the existing contour line. The existing contour line is shown as a dashed line with a 75-foot elevation marker. The proposed contour line is shown as a solid line with a 70-foot elevation marker, indicating a change in the ground profile.



CITY OF LEANDER APPROVAL

PICP-25-0199

[illegible]

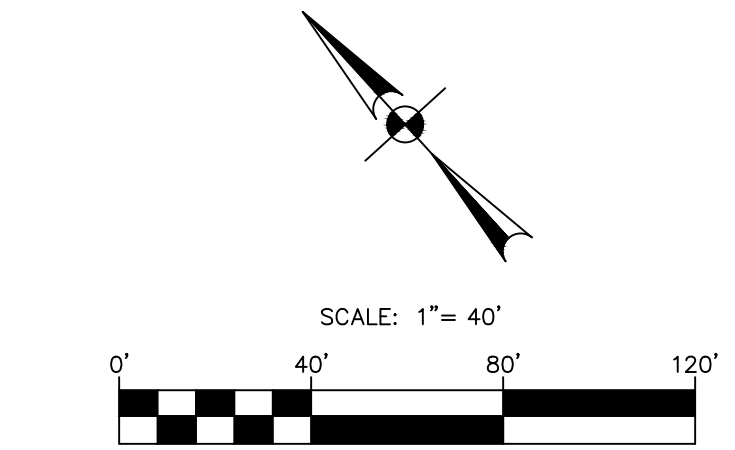
**PAPE-DAWSON
ENGINEERS**

AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
10801 N MOPAC EXPY, BLDG 3, STE 200 | AUSTIN, TX 78759 | 512.454.8711
TBPE FIRM REGISTRATION #470 | TBPLS FIRM REGISTRATION #100288601

WILDSRING
PHASE 2
CITY OF LEANDER, TEXAS
TREE REMOVAL EXHIBIT
3 OF 5

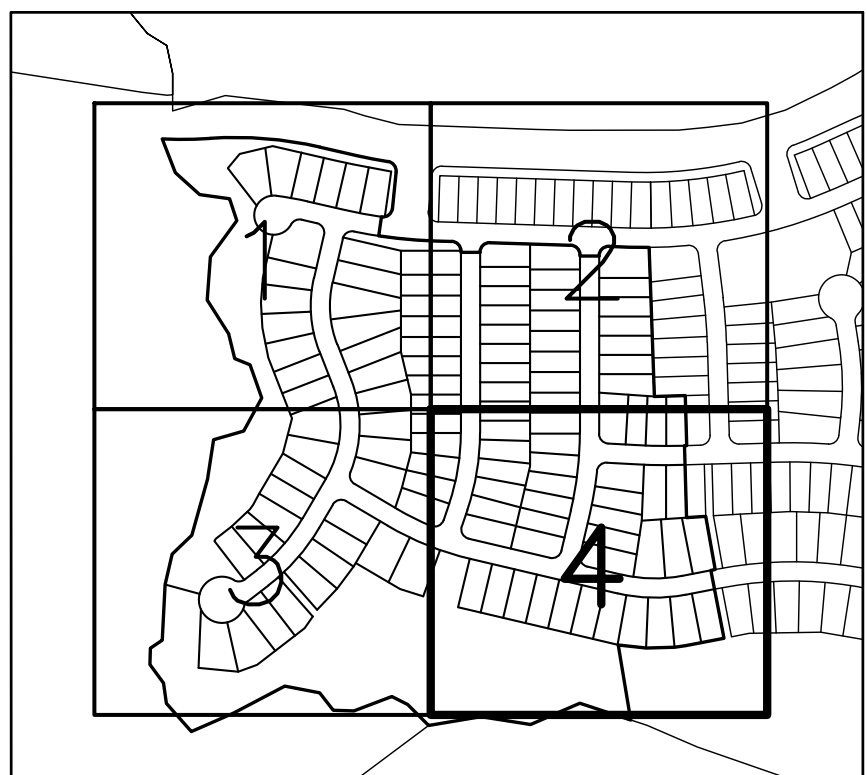
CITY JOB No. PICP-25-0199
 JOB NO. 51480-01
 DATE MAY 2025
 DESIGNER AD/BA
 CHECKED AC DRAWN CK
 SHEET **3 OF 5**

Date: Jul 25, 2025, 10:40am User ID: Okrouse
File: H:\Projects\51480\01\301 Construction Documents\Exhibits\Tree Removal Exhibit\Heritage Tree Removal Exhibit.dwg



LEGEND

- SIGNIFICANT TREES PREVIOUSLY REMOVED WITH CLEARING PLAN
- HERITAGE TREES REMOVED WITH THIS PERMIT
- PROPOSED CONTOUR LINE
- EXISTING CONTOUR LINE



KEY MAP

CITY OF LEANDER APPROVAL

PAPE-DAWSON
ENGINEERS
AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
1800 N. MOPEC EXPY., SUITE 200 | AUSTIN, TX 78758 | 512.464.6711
TYPE FIRM REGISTRATION #4470 | TYPE FIRM REGISTRATION #10028601

WILDSRING
PHASE 2
CITY OF LEANDER, TEXAS
TREE REMOVAL EXHIBIT
4 OF 5

CITY JOB No. PICP-25-0199
JOB NO. 51480-01
DATE MAY 2025
DESIGNER AD/BA
CHECKED AC DRAWN CK
SHEET 4 OF 5

PICP-25-0199

Date: Jul 25, 2025, 10:40am User ID: GKrouse
File H:\Projects\514\501\301 Construction Documents\Exhibits\Tree Removal Exhibit\Heritage Tree Removal Exhibit.dwg

THIS DOCUMENT HAS BEEN PRODUCED FROM MATERIAL THAT WAS STORED AND/OR TRANSMITTED ELECTRONICALLY AND MAY HAVE BEEN INADVERTENTLY ALTERED. RELY ONLY ON FINAL HARDCOPY MATERIALS BEARING THE CONSULTANT'S ORIGINAL SIGNATURE AND SEAL.

LSI Tree Number	Tree Mann Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal	Phase Location
6315		LIVE OAK	33.5	X		X	BUILDING PAD	PHASE 2
6359		LIVE OAK	27.5	X		X	BUILDING PAD	PHASE 2
6408		LIVE OAK	32	X		X	BUILDING PAD	PHASE 2
6490		LIVE OAK	32.5	X		X	BUILDING PAD	PHASE 2
6500		LIVE OAK	28	X		X	BUILDING PAD	PHASE 2
6538		LIVE OAK	28.5	X		X	BUILDING PAD	PHASE 2
6545		LIVE OAK	32.5	X		X	BUILDING PAD	PHASE 2

	SURVEYED	REMOVED	MITIGATION REQUIRED			CREDITS		
			Percentage of Trees	Replacement Ratio	Replacement Required	Inches Retained	Credit Ratio	Credit Inches
Total Inches 8"-17.99"	16,974.00	8,048.00	47.41%	1:1	0	8,926.00	1:1	439.00
Total Inches 18"-25.99"	4,266.00	1,726.00	40.46%	2:1	0	2,540.00		
Total Inches 26"+	1,756.00	329.00	18.74%	3:1	987	1,427.00		

	Required Replacement Inches	Preserved Tree Credits	Remaining Replacement Inches Required
Provided Mitigation			
Preserved Tree Credits	987	439.00	548.00

Wildspring Tree Mitigation Calculations - Total City of Leander, Texas					
Tree Mitigation Requirements	Total	Removed	Mitigation Ratio	Mitigation Required	Mitigation Provided
Existing 8-17.99" *	16,974.00	8,161.00	1 to 1	8,161.00	8,161.00
Existing 18-25.99"*	4,266.00	1,744.00	2 to 1	3,488.00	3,488.00
Existing 26"+**	1,756.00	329.00	3 to 1	987.00	987.00
Existing Trees	22,996.00	10,234.00		12,636.00	12,636.00
Heritage Tree Fees	Total Inches	Fee	Total Fee Calculation		
Existing 26"+ removed	329.00	\$300 per inch	\$98,700.00	***	
Fee in Lieu Calculations	Total Inches	Fee			
Remaining Mitigation Inches	661.00	\$150 per inch	\$99,150.00		
Total Fee			\$197,850.00		
*Up to 50% of Significant Trees between 8" and 25.99" caliper inches may be removed during plot stage without					
** Required mitigation is met by preservation of existing trees on site.					
*** \$34,350 has already been paid to City of Leander as part of the Phase 1 Clearing and Grading Submittal PICP-22-0024 and the Wildspring Phase 1 Revision #1 PICP-22-0037/TRP-24-0034					
**** Mitigation Provided Through Preserve Tree Credits.					

Wildspring Tree Mitigation Calculations - Phase 2 City of Leander, Texas					
Tree Mitigation Requirements	Total	Removed	Mitigation Ratio	Mitigation Required	Mitigation Provided
Existing 8-17.99" *	3,288.00	284.00	1 to 1	284.00	284.00
Existing 18-25.99"*	480.50	19.00	2 to 1	38.00	38.00
Existing 26"+**	638.00	214.50	3 to 1	643.50	643.50
Existing Trees	4,406.50	517.50		965.50	965.50
Heritage Tree Fees	Total Inches	Fee	Total Fee Calculation		
Existing 26"+ removed	214.50	\$300 per inch	\$64,350.00		
Fee in Lieu Calculations	Total Inches	Fee			
Remaining Mitigation Inches	0	\$150 per inch	\$0.00		
Total Fee			\$64,350.00		
*Up to 50% of Significant Trees between 8" and 25.99" caliper inches may be removed during plot stage without					
** Required mitigation is met by preservation of existing trees on site.					
*** Mitigation Provided Through Preserve Tree Credits.					

NOTES

1. ORIGINAL TREE SURVEY COMPLETED BY LSI, INC. DATED 8/3/2021. AND AN UPDATED TREE SURVEY WAS COMPLETED BY TREE MANN SOLUTIONS, DATED 1/6/2025.
2. ANY TREES NOTED AS UNDERSIZED AND/OR IN POOR HEALTH BY THE TREE EVALUATIONS COMPLETED BY TREE MANN SOLUTIONS DATED 1/30/2023, 1/2/2024 AND 1/6/2025 HAVE BEEN REMOVED FROM THE WILDSRING PROJECT AND MITIGATION TOTALS.
3. TREE NUMBERS NOTED IN THE LSI TREE NUMBER COLUMN WERE REPORTED TO BE SEPARATE TREES IN THE TREE EVALUATIONS COMPLETED BY TREE MANN DUE TO INCORRECT MEASUREMENTS OF MULTI-STEM TREES WITH UNIONS BELOW 48". TAGGED STEMS RETAINED THE ORIGINAL TAG NUMBER AND ADDITIONAL STEMS HAD A 0, 1, 2, 3 OR 4 ADDED TO THE END OF THE ORIGINAL TAG NUMBER DEPENDING ON THE NUMBER OF ADDITIONAL SEPARATE STEMS THAT WERE NOTED.
4. IN THE EVENT OF A CONFLICT WITH TREE REMOVAL/ PRESERVATION CALL-OUTS ON PLAN SHEET(S) VERSUS TREE REMOVAL/ PRESERVATION MATRIX, THE TREE REMOVAL/PRESERVATION MATRIX SHALL APPLY. IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY WITH CITY STAFF SHOULD ANY INCONSISTENCY EXIST WITHIN AN APPROVED PLAN SET. NO IN FIELD CHANGES ARE MADE TO APPROVED PLANS, NO EXCEPTIONS.

TREE MITIGATION CALCULATION TABLE FROM WILDSRING PHASE 2
CLEARING PLAN (PICP-24-0169) – FOR REFERENCE ONLY:

Wildspring Tree Mitigation Calculations - Phase 2 Clearing City of Leander, Texas					
Tree Mitigation Requirements	Total	Removed	Mitigation Ratio	Mitigation Required	Mitigation Provided
Existing 8-17.99" *	6,161.00	2,873.00	1 to 1	2,873.00	2,873.00
Existing 18-25.99"*	1,059.00	578.50	2 to 1	98.00	98.00
Existing 26"+**	638.00	0.00	3 to 1	0.00	0.00
Existing Trees	7,858.00	3,451.50		2,971.00	2,971.00
Heritage Tree Fees	Total Inches	Fee	Total Fee Calculation		
Existing 26"+ removed	0.00	\$300 per inch	\$0.00		
Fee in Lieu Calculations	Total Inches	Fee			
Remaining Mitigation Inches	0	\$150 per inch	\$0.00		
Total Fee			\$0.00		
*Up to 50% of Significant Trees between 8" and 25.99" caliper inches may be removed during plot stage without					
** Required mitigation is met by preservation of existing trees on site.					
*** Mitigation Provided Through Preserve Tree Credits.					

CITY OF LEANDER APPROVAL

PICP-25-0199

PAPE-DAWSON
ENGINEERS

AUSTIN | SAN ANTONIO | HOUSTON | FORT WORTH | DALLAS
10801 N. MOPAC EXPY, BLDG 3, STE 200 | AUSTIN, TX 78759 | 512-454-6711
TXPE FIRM REGISTRATION #4470 | TXPLS FIRM REGISTRATION #10028601

WILDSRING
PHASE 2
CITY OF LEANDER, TEXAS
TREE REMOVAL EXHIBIT
5 OF 5

CITY JOB No. PICP-25-0199

JOB NO. 51480-01

DATE MAY 2025

DESIGNER AD/BA

CHECKED AC DRAWN CK

SHEET 5 OF 5

Tree Number	6315
Imported Description \ Survey Number	38.5 LO 19 13.5 13 12.5
Tree Species	Live Oak
Diameter (DBH)	33.5
Multi Stem	
Condition	Fair
Notes	fair structure & vitality
Summary	Stem union is above 48 inches. Measured as a single tree. Measurement taken at 40 inches due to significant swelling below branch unions. Moderate dieback with visible decay and sloughing bark.

Photos



NORTHING (Y) Central	10184376.9021912
EASTING (X) Central	3095977.07938568



Tree Number	6359
Imported Description \ Survey Number	38 LO 28.5 19
Tree Species	Live Oak
Diameter (DBH)	27.5
Multi Stem	
Condition	Fair
Notes	fair structure & vitality
Summary	Split into two trees due to multi stem union below 48 inches. Significant lean and weight distribution to the NE. Low hanging branches to the east.

Photos





NORTHING (Y) Central	10184614.7927108
EASTING (X) Central	3096026.86709695

Tree Number	6408
Imported Description \ Survey Number	35.5 LO
Tree Species	Live Oak
Diameter (DBH)	32
Multi Stem	
Condition	Good
Notes	good structure & vitality
Summary	Tree has a typical amount of deadwood in the more shaded portions of its lower canopy for a tree of its size and a fair amount smaller failed limbs. With mitigation work to clean it up, it will be a good candidate for preservation.

Photos









NORTHING (Y) Central	10184149.3106815
EASTING (X) Central	3096170.61765696

Tree Number	6500
Imported Description \ Survey Number	32 LO
Tree Species	Live Oak
Diameter (DBH)	28
Multi Stem	
Condition	Good
Notes	good structure & vitality
Summary	Decently symmetrical/raised canopy with only a small amount of small diameter deadwood/failures. Good overall condition and a good candidate for preservation. Waist measurement due to swell caused by stem attachments.

Photos







NORTHING (Y) Central

10184101.0740654



Tree Mann Solutions, LLC

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Tree Number	6538
Imported Description \ Survey Number	27 LO
Tree Species	Live Oak
Diameter (DBH)	28.5
Multi Stem	
Condition	Fair
Notes	fair structure, good vitality, 50% potential canopy
Summary	This tree was found in fair to good overall condition with no major visible defects. There are a few large dead limbs that recommended to be pruned. The canopy is tall and primarily extends to the SE and NW. Suitable candidate for preservation.

Photos





NORTHING (Y) Central	10183863.492874
EASTING (X) Central	3095853.3415873

Tree Number	6545
Imported Description \ Survey Number	34.5 LO
Tree Species	Live Oak
Diameter (DBH)	32.5
Multi Stem	
Condition	Fair
Notes	fair structure & vitality
Summary	Measured slightly under DBH due to burl. Tree has a fair amount of deadwood, especially in the lower portion of the canopy. Fair candidate for preservation with deadwood cleanup. No low limbs other than deadwood.

Photos





NORTHING (Y) Central

10183947.3928104



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Tree Number	6490
Imported Description \ Survey Number	33 LO
Tree Species	Cedar Elm
Diameter (DBH)	32.5
Multi Stem	
Condition	Fair
Notes	fair structure & vitality
Summary	Moderate storm damage, dieback, and deadwood. With mitigation work to clean it up and a care plan. It will be a fair candidate for preservation. Possible crown gall infection on SW side of flare.

Photos







NORTHING (Y) Central	10184086.3818042
EASTING (X) Central	3096000.16148222



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

Discuss and consider action on recommendations from the Planning & Zoning Commission for the FY 2025/2026 City Budget and Capital Improvement Program (CIP) Plan.

BACKGROUND:

The City Charter calls for the Commission to submit a list of recommended capital improvements that are desired to implement the adopted Comprehensive Plan. The City is currently in the process of updating the Plan and the process is anticipated to be completed by the end of next year. Despite the pending changes, the Commission may still make recommendations based on the current goal statements listed in the adopted Plan.

Section 10.05 Planning Commission Powers and Duties

- (e) Submit annually to the city manager, not less than one hundred fifty days prior to the beginning of the budget year, a list of any capital improvements recommended by the planning commission as necessary or desirable to implement the adopted comprehensive plan or element or portion thereof during the forthcoming five-year period;

Attachments 1 through 4 include the implementation tables from the Comprehensive Plan, Old Town Master Plan, and US 183 Corridor Study. The City has completed several goals and is continuously working on the implementation of the Plans and Study. Attachment 2 includes the summary of the goals that was presented to the Commission and Council earlier this year which showcased the accomplishments and progress during 2024 and early 2025.

Staff submits a list of proposed projects for consideration in the CIP Plan every year that are developed from the Comprehensive Plan Goals and adopted studies such as the Old Town Master Plan and/or the 183 Corridor Study. The proposals include items such as the following:

- Wayfinding Sign in Old Town
- Sidewalk 183A Toll Road to Tulum Terrace
- Sidewalk Tulum Terrace to San Gabriel Parkway
- Sidewalk Broade Street to Railroad
- Sidewalk Broade Street to Northline Development
- Enhanced Crossing US 183 & San Gabriel Parkway
- Enhanced Crossing San Gabriel Parkway & St. Davids Medical Development
- Complete trail gap, by installing a prefabricated bridge crossing at the North Brushy Creek Trail on the west side of US 183 to connect San Gabriel Parkway to Metro Drive
- Enhanced Crossing US 183 & Metro Drive
- Enhanced Crossing US 183 & Hero Way
- Enhanced Crossing at US 183 & South Street
- Crosswalk striping across W Broade Street at the intersection of US 183
- Sidewalk Hero Way to Sonny Drive

- Complete the sidewalk gaps in Old Town along Broade Street
- Sidewalk Sonny Dr to Shelia Drive
- Enhanced Crossing US 183 & Sonny Drive
- Sidewalk Crystal Falls Parkway to Osage Drive
- Enhanced Crossing US 183 & Crystal Falls Parkway
- Enhanced Crossing US 183 & County Glen Street

Examples of previous recommendations:

1. **Bus stops within half a mile of every citizen** – consider partnership with a regional partner to provide bus stops that connect to City Hall, utilities, HEB, and major areas throughout the city. Continue working with Transportation Authority.
2. **Ronald W Reagan Boulevard Study for traffic lights** - consider traffic signals along the corridor to create safer intersections near residential subdivision entrances and other high traffic areas.
3. **Water** – establish a purple pipe program and add neighborhoods to the plan including any commercial uses.
4. **High speed internet** – continue to work with providers to provide high speed internet and resolve the current inequality.
5. **Sidewalk gap projects** – continue to budget for the installment of sidewalks to connect the gaps throughout the City.
6. **Infrastructure updates to Old Town** – design and build the missing infrastructure within Old Town such as the extension of Brushy Street and Bagdad Street.
7. **Staffing of City of Leander** – continue to consider positions within the City to accommodate for the growth.
8. **Gateway and Wayfinding Plan** – create a plan that identifies locations for signage throughout the City that distinguishes different districts and landmarks.
9. **Benbrook Ranch Park** – add improvements to Benbrook Ranch Park to increase in parking. Consider purchasing the adjacent land from Leander ISD.
10. **Beautification Committee** – become an affiliate of the Keep America Beautiful certified program.

HISTORY/TIMELINE:

07/24/2025 – Planning & Zoning, delayed action

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

During the meeting of July 24, 2025, the Commission voted to delay action until the August 14, 2025 meeting to allow additional time to make a recommendation for the FY 2025/2026 City Budget and Capital Improvement Program (CIP) Plan.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

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

3. Att 3 Old Town Master Plan Implementation
4. Att 4 US 183 Corridor Study Implementation

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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
1.1.2	Implement the comprehensive plan’s design character framework to ensure appropriate design characteristics.	Regulation				X	Planning
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
1.1.4	Prioritize value-intense development within the boundaries of the Tax Increment Reinvestment Zone (TIRZ) financing district.	Policy				X	Planning, Economic Development
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
1.2.2	Pursue a near-term, comprehensive assessment of the development codes.	Study				X	Planning
1.2.3	Prepare amendments to the development codes to address changing market demands and development patterns.	Regulation	X				Planning

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
1.2.4	Prepare amendments to the development codes and investment strategies for development along greenways.	Regulation	X				Planning, Parks and Recreation, Economic Development
1.2.5	Review the lighting ordinance to ensure appropriate and compatible site and building lighting for new development.	Regulation	X				Planning, Code Enforcement
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
2.1.2	Devise a unique Leander “shop local” strategy.	Program				X	Economic Development, Public Information Office
2.1.3	Evaluate opportunities to utilize public investment tools and programs to grow the local economy.	Policy				X	Economic Development
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
2.1.5	Monitor Leander’s tax and fee structure to maintain competitive rates in the region.	Policy				X	Economic Development

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
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)
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
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
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
2.2.5	Conduct an annual regulatory review meeting.	Coordination				X	Development Services
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)
2.2.7	Streamline the development process through identification of process improvements.	Study				X	Development Services

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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
3.1.2	Aggressively market and cultivate both large, high-wage employers and smaller, locally-owned entrepreneurial businesses and startup firms.	Policy	X				Economic Development, Public Information Office
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
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)
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)
3.1.6	Pursue state and national recognition certifications to promote Leander.	Coordination				X	Public Information Office

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

ECONOMIC PROSPERITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
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
3.2.2	Develop marketing and branding material that responds to key information needs of site selectors, brokers, developers, and targeted prospects.	Program	X				Public Information Office
3.2.3	Consider methods of public-private partnerships and cost-sharing.	Coordination				X	Economic Development
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
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
4.1.3	Continue the regulatory and financial design framework for the Leander Central and Urban Mixed-Use areas.	Regulation				X	Planning, Economic Development
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)

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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.	Study	X				Public Information Office
5.1.2	Promote community history and points of interest in the branding plan.	Study				X	Public Information Office
5.1.3	Prepare marketing and promotional materials as part of the new brand.	Program		X			Public Information Office
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
5.2.2	Study regional corridors for gateway enhancements.	Study		X			Planning, Public Information Office
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
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

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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
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
6.2.2	Develop annual work plans for Old Town development initiatives.	Program		X			Planning, Parks and Recreation, Economic Development
6.2.3	Conduct a parking assessment in Old Town.	Study		X			Planning, Engineering
6.2.4	Continue the Old Town Revitalization Program.	Program				X	Economic Development
6.2.5	Explore funding opportunities for public improvements.	Capital Investment		X			Administration, Finance
6.2.6	Carefully consider the transitional compatibility with existing residential as Old Town evolves into an all-day activity area.	Study		X			Planning

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
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
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
6.3.5	Consider moving City Hall and civic center facilities partially or entirely to another location in the city.	Study	X				Administration
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
7.1.3	Conduct a detailed feasibility study for the future San Gabriel River Regional Trail.	Study		X			Parks and Recreation

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
7.1.4	Pursue a trail access corridor to the Balcones Canyonlands Preserve.	Capital Investment			X		Parks and Recreation
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
7.1.6	Partner with public and private organizations to expand regional trail connectivity that support transportation and recreation.	Coordination				X	Parks and Recreation
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
7.2.2	Increase recreation opportunities and programming throughout the community to serve a diverse, multi-generational population.	Program				X	Parks and Recreation
7.2.3	Develop a phasing plan to replace and/or upgrade playscapes.	Program	X				Parks and Recreation
7.2.4	Acquire property for a signature community park in northwest Leander.	Capital Investment	X				Parks and Recreation
7.2.5	Review the parkland dedication ordinance to ensure desired neighborhood park outcomes.	Study				X	Parks and Recreation
Strategy 7.3: Pursue signature destinations for events and regional attractions.							

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
7.3.1	Encourage and invest in event spaces for entertainment and activities for local and regional attraction.	Capital Investment				X	Economic Development, (With The Chamber of Commerce)
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)
7.3.3	Expand opportunities for public art in outdoor spaces throughout Leander	Program				X	Parks and Recreation
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)
7.3.5	Develop the future San Gabriel Park property and consider additional expansion acreage, if possible.	Capital Investment		X			Parks and Recreation
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
8.1.2	Support and expand safe and connected routes to school.	Program				X	Planning, Engineering, Parks and Recreation
8.1.3	Support efforts to integrate elementary schools within neighborhoods.	Coordination				X	Planning, Engineering

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

COMMUNITY CHARACTER ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
8.1.4	Consider shared-use facilities with schools.	Coordination				X	Parks and Recreation
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
8.2.2	Partner with ACC San Gabriel campus on expansion of their campus, including a potential four-year university.	Coordination				X	Administration
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
8.3.2	Partner with medical institutions to promote health and activity.	Coordination				X	Human Resources
8.3.3	Encourage volunteer assistance to generate civic pride and enthusiasm.	Program				X	Public Information Office, (With The Chamber of Commerce)
8.3.4	Consider partnership opportunities for a new community space.	Coordination				X	Parks and Recreation

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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				Engineering
9.1.2	Update the City’s street cross-sections to ensure a balance of safety and people-centered streetscape elements.	Regulation	X				Engineering
9.1.3	Support and expand pedestrian and bicycle connectivity.	Program				X	Engineering, Parks and Recreation
9.1.4	Continue to assess pavement condition on City streets.	Study				X	Public Works
9.1.5	Assess on-street parking situations where existing narrow streets challenge emergency response.	Study		X			Engineering, Fire, Police
9.1.6	Consider grant opportunities for residential screening walls and compatibility elements that coincide with major street expansion.	Coordination		X			Planning

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
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.	Study				X	Engineering
9.2.2	Account for growth-based traffic congestion through managed planning and study.	Policy				X	Planning, Engineering
9.2.3	Continue to monitor emerging modes of transportation.	Study				X	Engineering, Public Works
9.2.4	Evaluate opportunities to consider transportation demand management and smart city technologies.	Study				X	Engineering, Public Works
9.2.5	Develop a formal signalized intersection review and approval process.	Program		X			Engineering, Public Works, (With TxDOT)
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
9.3.2	Partner with regional transportation organizations to plan for priority transportation projects in Leander.	Coordination				X	Administration, Engineering

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
9.3.3	Seek to expand enhanced transit service with CapMetro.	Coordination				X	Administration
9.3.4	Partner with smaller cities in the CapMetro program to ensure equitable participation rates and service offerings.	Coordination				X	Administration
9.3.5	Conduct a study to examine potential grade-separated railroad crossings.	Study		X			Engineering
9.3.6	Seek to integrate trail crossings and park signage on the 183A Toll extension.	Coordination	X				Parks and Recreation
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
10.1.2	Support senior living communities near neighborhoods and infill locations.	Regulation				X	Planning
10.1.3	Prepare amendments to the development codes to address Transitional development options.	Regulation	X				Planning

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
10.1.4	Support emerging, flexible residential types in appropriate areas.	Regulation	X				Planning
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
10.2.2	Review and assess compatibility standards between residential and non-residential uses.	Regulation				X	Planning
10.2.3	Prepare amendments to the development codes to improve the design quality and compatibility of attached residential products.	Regulation	X				Planning
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
10.2.5	Prepare amendments to the development codes to create a mid-density zoning district.	Regulation	X				Planning

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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
11.1.2	Continue to partner with franchise utility providers to plan ahead for critical infrastructure.	Coordination				X	Planning, Engineering
11.1.3	Design and manage the City’s stormwater system to mitigate against flooding.	Capital Investment		X			Engineering, Public Works
11.1.4	Work with telecommunication providers to facilitate enhanced broadband and 5G wireless service.	Coordination	X				Administration, IT, Engineering
11.1.5	Periodically review the City’s Standard Details construction document.	Study				X	Engineering
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
11.2.2	Pursue and implement an update to the Water Master Plan.	Study	X				Engineering

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
11.2.3	Pursue and implement an update to the Wastewater Master Plan.	Study	X				Engineering
11.2.4	Conduct the five-year update of the Water and Wastewater Impact Fees.	Study		X			Engineering
11.2.5	Pursue an update to the City's 2019 Water Conservation ordinance.	Study	X				Engineering, Public Works, Public Information Office

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			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
12.1.2	Support Police and Fire Department use of contemporary service methods and technology.	Capital Investment				X	Administration, Fire, Police
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)
12.1.4	Evaluate the need for a combined Fire and Police training center.	Study	X				Fire, Police
12.1.5	Maintain support for community involvement programs for the Police and Fire Department.	Policy				X	Fire, Police
12.1.6	Regularly evaluate response time for Fire and EMS to determine station needs.	Study				X	Fire, Police

FIGURE 6.2, GOALS, STRATEGIES, AND ACTIONS (CONT.)

GROWTH AND MOBILITY ACTIONS		ACTION TYPE	TIMEFRAME (YEARS)				INVOLVED DEPARTMENTS (AND PARTNERING ENTITIES)
			0-2	3-5	6-10	Ongoing	
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
12.2.2	Provide educational and training opportunities for policymakers, staff and citizen volunteers.	Coordination/ Programs				X	Public Information Office
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
12.2.5	Proactively plan for anticipated service needs in future annexation areas.	Program				X	Development Services, (With Williamson County), (With Travis County)
12.2.6	Develop digital tools to provide information and education to the public.	Program	X				Public Information Office



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.
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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.
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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.
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Connectivity & Mobility

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
1.1	Update the SmartCode and the Leander Thoroughfare Plan to incorporate the Old Town Connector and Old Town Local street type typical cross sections. Allow for a case-by-case assessment to be conducted on the on-street parking treatments for each roadway improvement project to implement the best on-street parking solutions for the road segment.	L	-	Planning
1.2	Initiate coordination efforts with TxDOT and CapMetro to discuss the proposed US 183/Broade Street pedestrian bridge.	L	Pedestrian Bridge	Planning / Public Works
1.3	Conduct a feasibility study for the US 183/Broade Street pedestrian bridge to determine specific alignment and design. Ensure the Old Town brand is incorporated into bridge design.	M	Pedestrian Bridge	Public Works
1.4	Discuss a public transportation program with City Council, local business owners, and key stakeholders to determine specific timeline for implementation and route maps, including the flexibility for a Cap Metro pickup shuttle program as an option. As development in the Railway East district and Northline continues, monitor pedestrian activity to determine a start date for the program.	H	-	Economic Development
1.5	Initiate conversions with adjacent property owners where ROW expansion is needed.	L	NW Drive Reconstruction	Planning
1.6	Obtain additional ROW for several streets in Old Town to prepare for streetscape/parking enhancements: - Obtain 10' of additional ROW on N West Drive from Broade Street to South Street (for cross section expansion and trail design). - Obtain 10' of additional ROW on South Street from the western Old Town Limit to US 183.	M	NW Drive Reconstruction	Planning
1.7	Initiate conversations with TxDOT to install medians along US 183, specifically the entire frontage along Old Town, between Old 2243/Hero Way and South Street, but further exploration of median construction along the US 183 corridor in Leander can be discussed.	H	-	Planning
1.8	Create an Old Town pedestrian activity monitoring program to periodically count pedestrian activity during weekends and peak event/festival times. Utilize the data to periodically update the Leander City Council and other municipal boards to provide transparency on Old Town pedestrian growth and activity.	L	-	Engineering / Planning / Economic Development
1.9	Incorporate key roadway redesign projects identified in this chapter into the Leander Capital Improvements Program or city bond programs. Utilize the prioritized list to phase improvements where the community wants to see them most.	H	-	City Council CIP Task Force / Mayor / City Manager



Parks, Trails, and Open Space

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
2.1	Utilize the identified priority trailhead list to construct new trailheads at the identified specific intersections as trails develop. Additional trailheads can be constructed along future trails, but the priority trailhead list should be completed first.	M-H	Pedestrian Trail	Parks and Recreation
2.2	Coordinate planned trail construction efforts in the floodplain north of the Old Town boundary to include connections to existing and planned destinations in the Old Town North character area.	M	Pedestrian Trail	Parks and Recreation / Planning
2.3	Initiate conversations with the existing property owners to coordinate efforts for a new park development in the Old Town North character area.	L	-	Parks and Recreation / Planning
2.4	Engage with property owners in the Railway East character area to determine a specific location for a future park in Old Town east of US 183.	L	-	Parks and Recreation / Planning
2.5	Retain a park developer to create a park design for the Old Town North proposed park. If possible, plan for driveway connections to the park from Old 2243 W and US 183. Include branded Old Town play structures in the park design.	H	-	Parks and Recreation
2.6	Work with existing developers to incorporate a 10' trail facility into the design plans for East Street.	H	-	Public Works
2.7	Work with Old Town Park developers to ensure Old Town branding is incorporated into future park and playground design.	L	-	Planning
2.8	Explore possibilities of adding on-street parking or a parking area into the Old Town Park design.	L	-	Engineering / Planning
2.9	Initiate conversations with TxDOT and CapMetro to construct a 12' shared-use path along US 183 from South Street to Old 2243 West.	H	-	Engineering / Planning



District Identification, Branding, Arts, Culture, and Wayfinding

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
3.1	Identify an existing (or new) employee (or group of employees) to expand on Old Town marketing and advertisement. Specific duties would include: - Create and manage Old Town Leander social media pages (including Facebook, Twitter, Instagram, and TikTok). - Create and update Old Town maps, information, and current development projects to be posted on Old Town and City of Leander webpages and social media pages. - Manage existing and proposed Old Town events.	M	-	Planning / Economic Development / PIO
3.2	Partner with the Leander Chamber of Commerce and Visitors Center to initiate a website redesign for OldTownLeander.com to further advertise and showcase the unique destinations and amenities found in Old Town. Include maps of nearby destinations, trails, parking locations, parks, and other amenities.	L	-	Economic Development
3.3	Partner with the City of Leander Economic Development Department to expand the Old Town webpage on the department's website to include additional information, maps, events, and other Old Town amenities. Link directly to the newly updated OldTownLeander.com website. Add the Old Town Master Plan action items to this webpage for the public to view the City's progress.	L	-	Economic Development
3.4	Once the construction of the Old Town Park is complete, aim to host at least three programs a week at the park. Programs can include exercise classes, after school youth programs, pet training classes, art classes, or other local community groups.	M	-	Economic Development / Parks and Recreation
3.5	Conduct a gateway and wayfinding study to identify specific locations and designs for vehicle and pedestrian wayfinding signage in Old Town. Ensure that the wayfinding signage includes parking, destination, and other amenity information. Create designs for all Primary and Secondary Gateway locations.	M	-	Planning
3.6	Partner with the Leander Historic Preservation Commission and meet in the planning stages of any major Old Town public improvement efforts to coordinate efforts and to showcase and integrate Old Town heritage into the urban fabric of district.	L	-	Planning
3.7	Coordinate with local breweries and wineries to host Old Town's first "sip and stroll" event. Continue to host the event on an annual or more basis.	L	-	Economic Development
3.8	Start implementation of Old Town's proposed Primary Gateways by funding and constructing an Old Town gateway at the intersection of South Street and US 183.	M-H	Gateway Features	Planning / Engineering
3.9	Create a new banner design that emphasizes Old Town's history to be placed in the existing streetlamps throughout Old Town.	L	-	Economic Development



Economic Growth, Health, and Competitive Positioning

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
4.1	Conduct a feasibility study for an Old Town 'Train Depot' to be constructed in the Railway East district.	L	Pedestrian Bridge	Economic Development
4.2	Conduct quarterly meetings with the City of Leander Economic Development department, Urban Design department, and Planning department, as well as other local Old Town partners such as the Leander Chamber of Commerce and Visitors Center, the Leander Economic Development Committee, and Old Town property owners to initiate conversations about Old Town branding, advertising, and economic development enhancements. Discuss current development projects and action items that need to be completed in this Old Town Master Plan, as well as identifying innovative partnerships to continually brand and advertise Old Town to Leander residents and the region.	L	-	Economic Development / Planning
4.3	Invest in catalyst projects identified in this plan, including the construction of the Old Town Park, streetscape improvement projects, the proposed train depot, the shuttle program, and the pedestrian bridge across US 183.	H	Pedestrian Bridge, NW Drive Reconstruction, Intersection Improvement	Planning
4.4	Continually engage with key partners in surrounding areas, especially with developers in the Northline development, on ways to connect Old Town to surrounding destinations through multimodal networks.	L	-	Planning
4.5	Keep the City of Leander present in Old Town to encourage area vitality and City support.	L-H	-	Planning / City Leadership
4.6	Focus on creating activity – including new businesses, programs, and events – outside of traditional business hours (such as nights and weekends).	L-H	-	Planning
4.7	Diversify and establish new downtown anchors that attract a wider range of visitors to Old Town.	M	-	Planning / Economic Development
4.8	Meet with Atmos Energy and share the contents of the Old Town Master Plan. Work with Atmos to identify areas of current and future high demand for natural gas and ensure the proper areas are supplied as development comes in.	L	-	Planning
4.9	Conduct a capacity analysis for water and sanitary sewer infrastructure in Old Town. Utilize the Illustrative Master Plan for proposed development capacities.	M	-	Planning
4.10	Conduct a downstream assessment for Old Town's 100-Year floodplain area.	M	-	Planning



Placemaking and Urban Design

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
5.1	Incorporate the recommendations made for US 183 in this plan into the Leander Transportation Master Plan.	L-M	-	Planning
5.2	Adopt a policy that prioritizes pedestrians over automobiles in the Old Town district. When competing priorities are present, default to the decision that makes walking and biking easier in Old Town, rather than driving.	L-M	-	Planning / City Leadership
5.3	Coordinate with local property owners, local artists, and the Leander Public Arts Commission to fund and create several Old Town branded murals that can become a community asset and photo-opportunity destination.	M	-	Planning / Economic Development
5.4	Present the vision for Old Town established in this Plan to the Leander Public Arts Commission to rally support for continued partnerships for new Old Town murals, sculptures, and other public art designs.	L	-	Planning
5.5	Require all outdoor seating areas to have some form of sun protection via trees, sunshades, or other shading tools, with a particular focus along the Priority Character Corridors.	L	-	Planning
5.6	Implement a strategic land purchasing program to guide strategic reinvestment in Old Town.	M	-	Planning / Economic Development
5.7	Create a landscaping and streetscape elements palette for consistency of all new development in Old Town.	L	-	Parks and Recreation

 Parking

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
6.1	Identify streets in Old Town that are in need of redesign or reconfiguration to maximize parking spaces. In the interim before full street redesign is achieved, stripe on-street parallel parking lines to officially dedicate a portion of the right-of-way for parking purposes to help ease high parking demand.	M	-	Engineering
6.2	Work with park developers to explore the possibility of dedicating a portion of the proposed Old Town Park to include on street parking or a small parking area.	M-H	-	Planning
6.3	Conduct a feasibility study for parking deck construction.	M	Parking Deck	Planning / Engineering
6.4	Engage local surrounding partners, including the Leander ISD, the Leander United Methodist Church, 7-Eleven, and others to gauge interest in shared-use parking agreements. Shared-use parking agreements should be recommended for weekends, events, or other high activity times when parking supply is limited.	L-M	-	Planning
6.5	Create a series of both vehicle and pedestrian parking wayfinding signs. Key parking locations should be identified and advertised along heavily traveled corridors, such as US 183, South Street, Broade Street, and Brushy Street. Include parking wayfinding signage in both Primary and Secondary Gateway reconstruction projects.	M-H	-	Planning / Engineering
6.6	Reevaluate Old Town's off-street parking requirements. Determine if parking requirements should be established for Old Town if efforts to construct additional public parking lots or garages fail. In addition utilize alleys as potential options for providing access to adjacent off-street parking facilities.	L-M	-	Planning

Old Town Core Action Items

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
OTC 1	Strongly encourage new development to be built towards the property lines facing the internal street network, focusing future parking in the center of the block.	L	-	Planning
OTC 2	Prioritize streetscape improvements in Old Town Core.	L	-	Planning
OTC 3	Convert alleys from residential service corridors to parking, commercial, or fire lane usage.	M-H	-	Engineering / Public Works
OTC 4	Conduct a facility needs assessment for the City of Leander Municipal Hall.	L	-	Planning / City Leadership
OTC 5	Identify and fund a parking lot or parking deck in a location that does not interfere with the 'main street feel' the Old Town Core should represent. Follow guidance for lot or deck location in the Parking section of this report.	M-H	Parking Deck	Planning / Public Works
OTC 6	To solve short-term interim parking issues in the Old Town Core, do the following: - Establish a shared parking program with surrounding organizations or businesses - Paint on-street parking spaces on Bagdad Street	L	-	Planning
OTC 8	Focus on diversifying Old Town anchors to encourage activity throughout the entire day and into the evening and weekend hours.	L	-	Planning
OTC 9	Within the next five years, invest and finish at least one catalyst project in the Old Town Core. This project could include the construction of the Old Town Park, streetscape improvement projects, a Primary Gateway, or other key recommendations found in this plan.	H	NW Drive Reconstruction, Intersection Improvement, Gateway Features	Planning
OTC 10	Identify parcels that are ripe for redevelopment.	L	-	Planning
OTC 12	Promote Old Town programming by establishing one new event that occurs at the Pat Bryson Municipal Hall plaza.	L	-	Economic Development
OTC 13	Install at least three new wayfinding signs throughout the Old Town Core within the next five years.	M	-	Planning / Public Works
OTC 14	Hire photographer to take photos of the recent streetscape improvements along Brushy Street, local popular Old Town destinations, and other key locations. Utilize these photos in future marketing and branding efforts.	L	-	Economic Development
OTC 15	When constructing Primary and Secondary Gateway signage, prioritize investments that are either in or are adjacent to the Old Town Core subdistrict.	L	-	Planning

OTC 16	Apply for a façade grant program and/or beautification program such as through the Anice Read Fund that provides an annual opportunity for funding towards downtown projects and programs (https://texasdowntown.org/programs/anice-read-fund).	M	-	Planning
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Old Town North Action Items

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
OTN 1	Strongly encourage new development along US 183 to be built towards the property lines facing the highway, focusing future parking in the center of the block.	L	-	Planning
OTN 2	Fund and construct a city-owned park near the existing food truck park in the northwest corner of the Old Town North character district. Ensure this park has the following elements: • Entry from Hero Way/Old 2443 W • Trail network connections identified in this plan and in the Leander Parks, Public Spaces, and Recreation Comprehensive Plan. • At least one playground with play structures capitalizing on Old Town's railroad-theme branding identity. • Open space and seating areas • Shade trees • Dog park • Connections to existing food truck park • Detention pond or other green infrastructure to ensure proper drainage and floodplain management on the site.	H	-	Planning / Parks and Recreation
OTN 3	Complete construction of the trail network in this character district. Although outside of the Old Town boundary, construct the trail network that is identified in the northwest portion of Old Town.	M-H	Pedestrian Trail	Planning / Parks and Recreation
OTN 4	Attract new development that focuses on outdoor activities and a connection to nature. This can be breweries, wineries, or bars with outdoor seating areas, new food trucks for the existing food truck park, and other recreational activities.	L	-	Planning
OTN 5	Construct a gateway feature at the intersection of Broade Street and N West Drive.	M-H	-	Planning / Engineering
OTN 6	Improve Broade Street between N West Drive and US 183. Retrofit this street to include wide sidewalks and angled on-street parking.	M-H	-	Planning / Engineering

OTN 7	Strategize with the existing owners of the food truck park to identify partnership opportunities to improve the park and to attract new activity.	L	-	Planning
OTN 8	Construct a community feature in the Old Town North character district that references the City's natural resources. This feature could be constructed in the proposed park and should showcase sculptures and imagery that honors Old Town's history. Moreover, the feature would encourage a connection to the environmental resources of Leander.	M-H	-	Planning / Engineering
OTN 9	Complete the roadway network along the City's existing right-of-way. Extend Bagdad Street and Brushy Street and complete the network with the proposed east/west connection.	H	-	Engineering / Public Works
OTN 10	Plan for green infrastructure investments in the Old Town North character area, specifically in the floodplain. Consider constructing a detention pond to enhance stormwater management.	M	-	Public Works
OTN 11	Extend the City's water and sanitary sewer lines throughout the Old Town North character district to properly serve new development.	M-H	-	Public Works

Railway East Action Items

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
RWE 1	Incorporate the proposed Train Depot redevelopment catalyst project into Leander's Capital Improvement Program budget or identify another funding source (or partnership) to complete this project.	M-H	Pedestrian Bridge	Economic Development
RWE 2	Attract new mid-density residential development in the Railway East character district. Encourage new residential development to be either small-lot single-family homes, apartments, townhomes, live/work buildings, or other forms of mid-density development. Avoid traditional large lot, single-family residential development in this district.	L	-	Planning
RWE 3	Ensure that new development in the Railway East district has adequate parking. Where possible, implement midblock shared parking in key locations.	M	-	Planning
RWE 4	Generally, attempt to orient new development outwards (facing US 183, South Street, and Hero Way), rather than orienting buildings internally.	L	-	Planning
RWE 5	Incorporate a 10-foot trail into the design of the proposed East Street and ensure the street is constructed over the floodplain, connecting to Hero Way.	M	-	Engineering / Public Works
RWE 6	Identify an area to provide a park or open space in the Railway East district.	L	-	Planning / Parks and Recreation
RWE 7	Attract a developer to construct townhomes with potential green space along South Street.	L-M	-	Planning / Economic Development

RWE 8	Work with CapMetro to leverage existing Pickup on-demand transit services or consider similar Park-and-Ride shuttle services that could support key City events and enhance retail activities throughout the district.	M-H	-	Planning
RWE 9	Improve circulation along the western border of the Railway East district to provide frontage for redevelopment.	M-H	-	Engineering
RWE 10	Construct curb, gutter, and the recommended streetscape elements identified for the Old Town Local Streets in this district.	H	-	Planning / Engineering
RWE 11	Connect the Railway East character district to the rest of Old Town through innovative multi-modal connections such as through intersection improvements and enhanced crosswalks.	L	Pedestrian Bridge, Pedestrian Trail, Gateway Features	City Leadership

Transitional Action Items

Action Number	Action Item	Degree of Effort	Aligns with Priority Project	Responsible Party
T 1	Construct primary gateways identified in the Transitional Character District.	H	-	Economic Development / Engineering / Planning
T 2	Realign the intersection of South Street and N West Drive to facilitate better traffic flow and pedestrian connectivity.	H	-	Engineering / Planning
T 3	Convert existing driveway located on the south Old Town border to a full city street to improve connectivity to US 183.	H	-	Engineering
T 4	Obtain the right-of-way necessary to construct a trail along N West Drive. Ensure this trail is connected to the Leander ISD school facilities and the existing trail network.	M	-	Planning
T 5	Encourage adaptive reuse of residential buildings along S Brushy Street into small businesses and live/work buildings.	L	-	Planning
T 6	Initiate partnerships with the neighboring Leander ISD to discuss shared parking opportunities, programming/usage of the new Old Town Park, and any enhanced crossings needed for school children crossing South Street.	L	-	Planning
T 7	Encourage development along US 183 to develop in accordance with the SmartCode by placing buildings closer to the street and parking to the sides and rear of the lot.	L	-	Planning
T 8	Explore reinvestment opportunities for the southwest corner of US 183 and South Street for gateway and branding opportunities. Ensure redevelopment is in line with Leander's SmartCode.	H	-	Planning

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 1: Roadway and Pedestrian Improvements from the 183A Toll Road to Hero Way (Segment 1)	Installation of a raised median with curb and gutter (1.7 miles)	US 183	183A Toll Road	Hero Way	Access Management, Roadway Improvements	STP-MM	Quarter 4 - 2030	0 - 5 Years	\$1,855,000	\$2,260,000	\$8,850,000
	New Sidewalk on the west side of 183 from the 183A Toll Road to Tulum Ter (0.6 miles)	US 183	183A Toll Road	Tulum Ter	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$215,000	\$270,000	
	Addition of eastbound left turn lane at Heritage Grove Rd	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$145,000	\$180,000	
	Addition eastbound left turn lane at Tulum Ter	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$145,000	\$180,000	
	Heritage Grove & US 183 Signalization	NA	NA	NA	Signalization	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$750,000	\$920,000	
	New Sidewalk from Tulum Ter to San Gabriel Pkwy (0.2 miles)	US 183	Tulum Ter	San Gabriel Pkwy	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$70,000	\$90,000	
	New Sidewalk connection to fill a gap on the north side of San Gabriel from Broade Street to the railroad (0.2 miles)	San Gabriel Pkwy (north side)	Broade St	Railroad	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$70,000	\$90,000	
	New Sidewalk connection to fill a gap on the south side of San Gabriel from Broade Street to the Northline development site (0.4 miles)	San Gabriel Pkwy (south side)	Broade St	Northline Development	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$140,000	\$180,000	
	1) Extend the eastbound left turn lane (340' deceleration + 100' taper) at US 183 & San Gabriel, 2) Add Eastbound through lane at US 183 & San Gabriel	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$505,000	\$620,000	
	Add 4 enhanced crossings at US 183 & San Gabriel	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	Add 8 crossings at the planned traffic signals on San Gabriel at St. David's driveways	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$90,000	\$110,000	
	New Sidewalk on the west side of US 183 from San Gabriel Pkwy to Metro Dr (0.4 miles)	US 183	San Gabriel Pkwy	Metro Dr	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$140,000	\$180,000	
	Add 4 enhanced crossings at US 183 & Metro Dr	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	Pedestrian Bridge over US 183 near Tulum Ter					TxDOT - TA, TASA, or ATIIP	Quarter 2 or 4 - 2028	5 - 10 Years	\$3,000,000	\$3,650,000	

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 2: Roadway and Pedestrian Improvements from Hero Way to Crystal Falls Parkway (Segment 2)	Installation of a raised median with curb and gutter (1.8 miles)	US 183	Hero Way	Crystal Falls Pkwy	Access Management, Roadway Improvements	STP-MM	Quarter 4 - 2030	0 - 5 Years	\$1,965,000	\$2,400,000	\$12,390,000
	Add 4 enhanced crossings at US 183 & Hero Way	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	Add 4 enhanced crossings at US 183 & South St	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	Add enhanced crosswalk across Broade St at US 183	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$6,000	\$10,000	
	New Sidewalk on the west side of US 183 from Hero Way to Sonny Dr (1 mile)	US 183	Hero Way	Sonny Dr	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$350,000	\$430,000	
	New Sidewalk on Hero Way north side from US 183 to Main St (0.3 miles)	Hero Way	US 183	Main St	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$105,000	\$130,000	
	New Sidewalk on Hero Way south side from US 183 to Main St (0.3 miles)	Hero Way	US 183	Main St	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$105,000	\$130,000	
	Fill in sidewalk gaps between Broade St, US 183, NW Dr, and South St (0.6 miles)	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$210,000	\$260,000	
	1) Add additional southbound left turn lane - US 183 & Hero Way; 2) Add additional northbound left turn lane - US 183 & Hero Way; 3) Add Westbound right turn lane (340' deceleration + 100' taper) - US 183 & Hero Way; 4) Add Westbound left turn lane (340' deceleration + 100' taper) - US 183 & Hero Way	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$1,305,000	\$1,590,000	
	Convert the intersection to a "hooded" left turn movement - US 183 & Broade St	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$805,000	\$980,000	
	1) Add eastbound left turn lane (200' deceleration + 100' taper) - US 183 & South St; 2) Add eastbound right turn lane (150' deceleration + 100' taper) - US 183 & South St; 3) Add westbound left turn lane (200' deceleration + 100' taper) - US 183 & South St	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$490,000	\$600,000	
	Add eastbound left turn lane (100' deceleration + 50' taper) - US 183 & Atkin St	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$145,000	\$180,000	
	New Sidewalk on the west side of US 183 from Sonny Dr to 1,000' north of Sheila Dr (0.2 miles)	US 183	Sonny Dr	1,000' north of Sheila Dr	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$70,000	\$90,000	
	Add 4 enhanced crossings at US 183 & Sonny Dr	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	1) Convert the existing westbound right turn lane to westbound through + right turn lane by removing the existing taper - US 183 & Sonny Drive; 2) Convert the existing westbound through + left turn lane to westbound left turn lane (200' deceleration + 50 taper) - US 183 & Sonny Drive; 3) Add double eastbound left turn lane (200' deceleration + 50' taper) - US 183 & Sonny Drive	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$690,000	\$840,000	
	US 183 & Sheila - Signalization and crosswalk enhancements	NA	NA	NA	Safety Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$750,000	\$920,000	
	Pedestrian Bridge or Tunnel to cross US 183 just south of Hero Way					TxDOT - TA, TASA, or ATIIP	Quarter 2 or 4 - 2028	0 - 5 Years	\$3,000,000	\$3,650,000	

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 3: Roadway and Pedestrian Improvements from Crystal Falls Parkway to Osage Drive (Segment 3)	Fill in sidewalk gaps along the west side of US 183 from Crystal Falls Pkwy to Osage Dr (0.45 miles)	US 183	Crystal Falls Pkwy	County Glen St	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$160,000	\$200,000	\$3,750,000
	Add eastbound right turn lane (200' deceleration + 50' taper) - US 183 & County Glen Street	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$175,000	\$220,000	
	Installation of a raised median with curb and gutter (1.0 mile)	US 183	Crystal Falls Pkwy	Osage Dr	Access Management, Roadway Improvements	STP-MM	Quarter 4 - 2030	0 - 5 Years	\$1,090,000	\$1,330,000	
	1) Add additional southbound left turn lane - US 183 & Crystal Falls Parkway; 2) Add additional northbound left turn lane - US 183 & Crystal Falls Parkway; 3) Add dual westbound left turn lane - US 183 & Crystal Falls Parkway; 4) Convert existing westbound through + left turn lane to westbound through - US 183 & Crystal Falls Parkway	NA	NA	NA	Intersection Capacity Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$1,560,000	\$1,900,000	
	Add 4 enhanced crossings at US 183 & Crystal Falls Pkwy	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$45,000	\$60,000	
	Add 2 enhanced crossings at US 183 & County Glen St with Pedestrian Push Buttons	NA	NA	NA	Pedestrian Improvements	STP-MM	Quarter 4 - 2025/2026	0 - 5 Years	\$24,700	\$40,000	

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 4: Drainage Improvements	Installation of a curb and gutter (1.7 miles)	US 183	183A Toll Road	Hero Way	Roadway Improvements	Community Project Funding	Quarter 1 - 2030	5 - 10 Years	\$430,000	\$640,000	\$1,710,000
	Installation of a curb and gutter (1.8 miles)	US 183	Hero Way	Crystal Falls Pkwy	Roadway Improvements	Community Project Funding	Quarter 1 - 2030	5 - 10 Years	\$460,000	\$690,000	
	Installation of a curb and gutter (1 mile)	US 183	Crystal Falls Pkwy	Osage Dr	Roadway Improvements	Community Project Funding	Quarter 1 - 2030	5 - 10 Years	\$255,000	\$380,000	

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 5: Enhanced Railroad Crossings	Enhanced railroad crossings (2) with gates, near Heritage Grove Rd	US 183	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	\$71,110,000
	Enhanced railroad crossings (2) with gates at the San Gabriel railroad crossing	NA	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	
	Enhanced railroad crossings (2) with gates at Hero Way railroad crossing	NA	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	
	Enhanced railroad crossings (2) with gates at the South St railroad crossing	NA	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	
	Enhanced railroad crossings (2) with gates at private railroad crossing at Crystal Falls Pkwy	NA	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	
	Enhanced railroad crossings (2) with gates at private railroad crossing 800' north of Sheila Dr	NA	NA	NA	Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$3,000,000	\$4,450,000	
	At grade crossings (3)				Pedestrian Improvements	RCE	Quarter 3 - 2028	0 - 10 Years	\$30,000,000	\$44,410,000	

	Project Description	Roadway	To	From	Type	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Planning Level Estimate	Inflated Estimate	Rounded Estimate
Project 6: Shared Use Path	Extension of Shared Use Path on the east side of US 183 to Tulum Ter (0.3 miles)	US 183	End of SUP at Pointe 183	Tulum Ter	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$180,000	\$220,000	\$3,060,000
	Extension of Shared Use Path on the east side of US 183 to San Gabriel Pkwy (0.2 miles)	US 183	End of SUP at Pointe 183	Tulum Ter	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$120,000	\$150,000	
	Construct Shared Use Path on the east side of the railroad line from San Gabriel Pkwy to Metro Dr (Leander Station Connection)	US 183	San Gabriel Pkwy	Metro Dr	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$335,000	\$410,000	
	Widen sidewalk at Leander Station to Shared Use Path width of 10' (0.35 miles)	US 183	Metro Dr	Hero Way	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$210,000	\$260,000	
	Construct Shared Use Path from Hero Way to Sonny Dr (1 mile)	US 183	Hero Way	Sonny Dr	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$590,000	\$720,000	
	Construct Shared Use Path from Sonny Dr to Crystal Falls Pkwy (0.8 miles)	US 183	Sonny Dr	Crystal Falls Pkwy	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$475,000	\$580,000	
	Construct Shared Use Path from Crystal Falls Pkwy to Osage Dr (1 mile)	US 183	Crystal Falls Pkwy	County Glen St	Pedestrian Improvements	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$590,000	\$720,000	

	Most Probable Grant Opportunity	First Grant Application Window	Project Timeline (from 2025)	Rounded Estimate
Project 7: New Parks	TPWD - Local Parks	Quarter 2 - 2026	0 - 5 Years	\$15,000,000
Project 8: Placemaking Efforts	NEA - Our Town	Quarter 2 - 2026	0 - 5 Years	\$1,200,000
Project 9: Corridor Reconstruction	TxDOT - TA or TASA	Quarter 4 - 2025/2026	0 - 5 Years	\$117,070,000



EXECUTIVE SUMMARY
8/14/2025

AGENDA SUBJECT:

Discuss and consider action on the Planning & Zoning Commission Progress Report for September 2024 to August 2025.

BACKGROUND:

The Planning & Zoning Commission Progress Report is required to be submitted to the City Council on an annual basis. The purpose in this report is to provide an update to the Council regarding the activities conducted by the Planning & Zoning Commission.

HISTORY/TIMELINE:

APPLICANT/AGENT:

City of Leander Planning and Zoning Commission

RECOMMENDATION:

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

1. Approve the Planning & Zoning Commission Progress Report; or
2. Amend the Planning & Zoning Commission Progress Report.

Staff recommends Option 1 listed above – Approve the Planning & Zoning Commission Progress Report

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. P&Z Commission Progress Report 2024-2025
2. P&Z Commission Progress Report 2023-2024



PLANNING & ZONING COMMISSION ANNUAL PROGRESS REPORT

SEPTEMBER 2024 – AUGUST 2025

GENERAL INFORMATION

The Planning and Zoning Commission is assigned the duties and powers by Section 1.04.038 of the Leander City Code to “*Submit each September a progress report to the City Council summarizing its activities, major accomplishments for the past year and a proposed work program for the coming year. The report shall contain for the year the attendance record of all members and the identity of commission officers.*”

SPECIAL MEETINGS / TRAINING

- | | |
|------------|---|
| 09/05/2025 | Discussion regarding updates to the Comprehensive Plan, Capital Improvement Program, development standards, and approval process in a joint workshop with the City Council. |
| 01/23/2025 | Discussion regarding the Comprehensive Plan Implementation Schedule. |
| 07/24/2025 | Receive a presentation regarding the Commission’s responsibility in the process of the Capital Improvement Program. |
| 07/24/2025 | Consider action on recommendations from the Planning & Zoning Commission for the FY 2024/2025 City Budget and CIP Plan. |

ORDINANCE AMENDMENTS

- Composite Zoning Ordinance
 1. The Type 2 Site Component regulations were updated to adjust the building size maximum when not adjacent to residential uses.
 2. Updated to include new standards for Dry Utilities, added the option for an early grading phase with Site Developments, and updated the application extension process.
 3. Adopted updates to Article IV regarding Wireless Communications Facilities to address new technologies.
 4. The Micro-Trenching ordinance was recommended approval and will include updated regulations that accommodate new technologies.

- Subdivision Ordinance
 1. 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.
 2. Updated the criteria for Short Form Final Plats and updated the application extension process.
- Comprehensive Plan Updates
 1. The Thoroughfare Master Plan was updated to include realignment of proposed roads, the removal of proposed roads, and the addition of new proposed roads.
 2. The Wastewater Master Plan was updated to consider the most recent growth projections and recommend Capital Improvement Projects.
 3. The Employment Center was updated to include additional standards and the Leander Central category was updated to include additional compatible districts.

RECEIVED ACTIVITY - SEPTEMBER 2024 THROUGH AUGUST 2025

The Planning and Zoning Commission previously reviewed the approval of Subdivision cases such as Concept Plans, Preliminary Plats, and Final Plats. The 88th Legislative Session passed House Bill 3699 in 2023 which expands the authority of the governing body to delegate the approval of subdivision cases to Staff. The Council adopted the changes to the approval process in June of 2024 resulting in less cases reviewed by the Commission.

In 2025, the Council approved updates to the Subdivision Ordinance and Composite Zoning Ordinance to allow for the Commission to grant extensions to the applications of subdivision cases and site development cases.

The Planning & Zoning Commission reviewed the following:

Short Form Plats: 2	Plat Vacate: 1
Comprehensive Plan Amendments: 6	Zoning Cases: 14
TOD Zoning Cases: 5	Special Use Permits: 1
Variances: 2	Ordinance Amendments: 6
Subdivision Extensions: 14	Site Development Extensions: 14
Tree Removal: 6	

CASES WHERE CITY COUNCIL ACTION DIFFERED FROM P&Z

1. COMPREHENSIVE PLAN AMENDMENT CASE: CPA-24-0014 NORTHLINE

- **Location** – southwest of the intersection of E. San Gabriel Parkway and 183A Toll Road
- **Request** – to amend the Comprehensive Plan land use category from Leander Central to Activity Center
- **P&Z Action 10/10/2024** – motion to approve failed.
- **City Council Action 10/17/2024:** Approval.
A vote was cast 7 for and 0 against.

2. ZONING CASE: Z-25-0166 BARKSDALE PHASE 3

- **Location** – northwest of the intersection of Journey Parkway and CR 175
- **Request** – to amend the current zoning from Interim SFR-1-B (Single-Family Rural) to SFC-2-A (Single-Family Compact), SFU-2-A (Single-Family Urban), and SFS-2-A (Single-Family Suburban)
- **P&Z Action 05/22/2025** – No Action
- **City Council Action 06/17/2025:** Approval.
A vote was cast 5 for and 2 against.

3. ZONING CASE: OR-24-0030 MICROTRENCHING

- **Request** – amend the Composite Zoning Ordinance to adopt standards and a permitting process associated with micro-trenching.
- **P&Z Action 05/08/2025** – Approval.
A vote was cast 6 for and 0 against.
- **City Council Action 06/05/2025:** Approval with amendments.
A vote was cast 7 for and 0 against.

PROPOSED WORK PROGRAM

The proposed work program for 2025-2026 includes implementing the Comprehensive Plan through updates to the ordinances and participating in the five-year update. The Commission will oversee the annual update the zoning, subdivision, and sign ordinances to address issues identified by staff, applicants, and citizens during the normal course of applying the ordinances.

The Commission will also continue to hold joint work sessions with City Council. The Commission will have the opportunity to attend the APA conference this year.

ATTENDANCE RECORD

The Planning & Zoning Commission held a total of 20 regular meetings and 2 workshops between September 2024 and August 2025. This past year, we have had 3 Commissioners be appointed and one resigned.

- November of 2024, Commissioner Morales was appointed for Place 2.
- November of 2024, Commissioner LaDey was appointed for Place 4.
- January of 2025, Commissioner May resigned.
- May of 2025, Commissioner Lewis filled in the vacancy for Place 3.
- July of 2025, Commissioner LaDey resigned and has not been replaced.

Below, please find the attendance record.

Name/Position	Number of Absences	Absence Percentage
September 2024 – August 2025 - 21 Total Meetings		
Donnie Mahan, Place 1: (current term began Oct. 2019 - expires Oct. 2025)	6	29%
Joseph Morales, Place 2 (current term began Nov. 2024 – expires Oct. 2027)	2	13%
Karen Lewis, Place 3 (current term began May 2025 – expires Oct. 2025)	0	0%
James Oliver, Place 5: (current term began Oct. 2022 - expires Oct. 2025)	1	5%
Laura Lantrip, Place 6: (current term began Oct. 2021 - expires Oct. 2027)	2	10%
Scott Calame, Place 7: (current term began Oct. 2023 - expires Oct. 2027)	1	5%



PLANNING & ZONING COMMISSION ANNUAL PROGRESS REPORT

SEPTEMBER 2023 – AUGUST 2024

GENERAL INFORMATION

The Planning and Zoning Commission is assigned the duties and powers by Section 1.04.038 of the Leander City Code to “*Submit each September a progress report to the City Council summarizing its activities, major accomplishments for the past year and a proposed work program for the coming year. The report shall contain for the year the attendance record of all members and the identity of commission officers.*”

SPECIAL MEETINGS / TRAINING

11/09/2023	Discussion regarding updates to the Comprehensive Plan and Future Land Use Map.
02/08/2024	Discussion regarding the Comprehensive Plan Implementation
02/22/2024	Schedule and Old Town Master Plan Implementation, and consider action
03/14/2024	on recommendations from the Planning & Zoning Commission for the FY 2024/2025 City Budget and CIP Plan.
03/14/2024	Receive a presentation regarding updates to the Park Land Dedication, Park Improvement, and Park Land Fee-in-Lieu regulations and requirements

ORDINANCE AMENDMENTS

- Composite Zoning Ordinance
 1. Updated definitions, added uses and created criteria for Vape Shops, Smoke Shops and Cosmetic Services.
 2. Created an Entertainment Overlay and established regulations for Farmers’ Market.
- Subdivision Ordinance
 1. Updates to the approval process for subdivision, and to provide for related matters.
- Comprehensive Plan Updates
 1. Reduce residential zoning permitted in Urban Mixed-Use, Activity Centers and Employment Centers.

2. Update the Comprehensive Plan and Future Land Use Map to address changes to the Transportation Master Plan.
 3. Provide clarity on some land use categories.
- Sign Ordinance Updates
 1. Overhaul the standards.
 2. Address changes in response to new sign types, materials, and technology.

RECEIVED ACTIVITY - SEPTMEBER 2022 THROUGH AUGUST 2023

The Planning and Zoning Commission reviewed the following:

Concept Plans: 7	Preliminary Plats: 10
Concept Plans & Preliminary Plat: 2	Short Form Plats: 5
Final Plats: 25	Special Use Permits: 2
TOD Zoning Cases: 5	Zoning Cases: 18
Variances: 1	Comprehensive Plan Amendments: 5
Ordinance Amendments: 6	Tree Removal: 3

CASES WHERE CITY COUNCIL ACTION DIFFERED FROM P&Z

1. **ZONING CASE: Z-23-0073 MICHELLE TRACT PUD AMENDMENT**
 - **Location** – northwest of the intersection of W Metro Dr and US 183, to the east of the eastern terminus of South Brook Dr, Leander
 - **Request** – to amend the Michelle Tract PUD with a base district of GC-3-A (General Commercial)
 - **P&Z Action 09/14/2023** – motion to approve with conditions failed twice.
 - **City Council Action 10/10/2023:** Approval with amendments.
A vote was cast 6 for and 0 against.
2. **ZONING CASE: Z-24-0106 HERO WAY & MAIN STRET OFFICE PUD AMENDMENT**
 - **Location** – Lots 1 & 2, Block A of the Hero Way Medical Addition Subdivision
 - **Request** – to amend the Hero Way & Main Stret Office PUD with the base zoning districts of LC-2-A (Local Commercial) and GC-2-A (General Commercial)
 - **P&Z Action 03/14/2024** – Denial
A vote was cast 7 for and 0 against.

- **City Council Action 04/04/2024:** Approval with the amendments proposed by the applicant.
A vote was cast 7 for and 0 against.

3. ZONING CASE: Z-24-0113 HISTORIC BRYSON FARMSTEAD PUD

- **Location** – northeast of the intersection of 183A Toll Road and East San Gabriel Parkway
- **Request** – adopt the Historic Bryson Farmstead with the base zoning of LC-2-A (Local Commercial)
- **P&Z Action 05/09/2024** – motion to approve failed. Second motion failed due to lack of a second.
- **City Council Action 05/16/2024:** No action was taken.

4. ZONING CASE: OR-24-0017 PARKLAND DEDICATION

- **Request** – adopt updates to the Park Land Dedication, Park Improvement, and Park Land Fee-in-Lieu regulations and requirements, and to provide for related matters
- **P&Z Action 03/28/2024** – Approval.
A vote was cast 7 for and 0 against.
- **City Council Action 04/18/2024:** No action was taken. The application was withdrawn by the applicant.

PROPOSED WORK PROGRAM

The proposed work program for 2024-2025 includes implementing the Comprehensive Plan through updates to the ordinances and participating in the five-year update, if approved with FY25 budget. The Commission will oversee the annual update the zoning, subdivision, and sign ordinances to address issues identified by staff, applicants, and citizens during the normal course of applying the ordinances.

The Commission will also continue to hold joint work sessions with City Council at least twice annually. The Commission will have the opportunity to attend the APA conference this year.

ATTENDANCE RECORD

The Planning & Zoning Commission held a total of 20 regular meetings between September 2023 and July 2024. Only one new Commissioner has been appointed during this time period.

- November of 2023, Commissioner Calame filled in the vacancy for Place 7.

Below, please find the attendance record.

Name/Position	Number of Absences	Absence Percentage
September 2023 – July 2024 - 20 Total Meetings		
Donnie Mahan, Place 1: (current term began Oct. 2019 – expires Oct. 2025)	2	10%
John Cosgrove, Place 2: (current term began Oct. 2016 – expires Oct. 2024)	3	15%
Ron May, Place 3: (current term began Oct. 2019 – expires Oct. 2025)	3	15%
Deirdre Moss, Place 4 (current term began Oct. 2021 – expires Oct. 2024)	3	15%
James Oliver, Place 5 (current term began Nov. 2022 – expires Oct. 2025)	2	10%
Laura Lantrip, Place 6 (current term began Oct. 2021 – expires Oct. 2024)	1	5%
Scott Calame, Place 7 (current term began Nov. 2023 – expires Oct. 2024)	1	5%