



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, April 23, 2026
Regular Meeting at 6:00 PM



**Place 1 – Donnie Mahan, Chair
Place 2 – Joseph Morales
Place 3 – Karen Lewis
Place 4 – Jay Coats**

**Place 5 – James Oliver
Place 6 – Laura Lantrip, Vice-Chair
Place 7 – Tyler Bray
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 April 16, 2026 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 April 9, 2026.

PUBLIC HEARING: ACTION

7. Conduct a Public Hearing regarding Special Use Case Z-26-0210 to consider action on a Special Use Permit to allow for an in-home day care with up to 12 children on one parcel of land 0.2 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R456282; and more commonly known as 1202 Drake Cove, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case Z-26-0210 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing

- e. Discussion
- f. Consider Action

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| REGULAR AGENDA |
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8. 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 14th day of April 2026 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



Veronica Tovar, Secretary



EXECUTIVE SUMMARY
4/23/2026

AGENDA SUBJECT:

Approval of the minutes for meeting held on April 9, 2026.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of minutes.

PRESENTER:

Attachments:

1. 4-9-2026 P & Z minutes



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



Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, April 9, 2026
Regular Meeting at 6:00 PM

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| Place 1 – Donnie Mahan, Chair | Place 5 – James Oliver |
| Place 2 – Joseph Morales | Place 6 – Laura Lantrip, Vice-Chair |
| Place 3 – Karen Lewis | Place 7 – Tyler Bray |
| Place 4 – Jay Coats | Staff Liaison – Robin Griffin |

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All commissioners were present except Commissioner Laura Lantrip.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the March 19, 2026 and April 2, 2026 meeting.
4. Review of meeting protocol.
5. Public comments on items not listed in the agenda.

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

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

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve consent agenda items 6-13.

By: Board Member Oliver
Seconded: Board Member Coats

Vote: 6 - 0

6. Approval of the minutes for meetings held on March 12, 2026 and March 19, 2026.
7. Approval of the extensions of the application expiration for Subdivision Case FP-23-0079 Russi Replat; on one (1) parcel of land 9.186 acres ± in size; more particularly described by Travis Central Appraisal District Parcel 354066, generally located approximately 2,500 feet east of the intersection of Round Mountain Road and Flukes Lane, Leander, Travis County, Texas.

8. Approval of the extension of the application expiration for Subdivision Case FP-23-0081 Gabriels Horn Development Final Plat; on five (5) parcels of land 16.372 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R473804, R500871, R022218, R655765, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriel's Horn Road, Leander, Williamson County, Texas.
9. Approval of the extension of the application expiration for Subdivision Case FP-23-0129 Villas at Speaking Rock Final Plat; on one (1) parcel of land 10.756 acres ± in size; more particularly described by Travis Central Appraisal District Parcel 513825, generally located east of Osage Drive and north of Durango Hills, Leander, Travis County, Texas.
10. Approval of the extension of the application expiration for Subdivision Case FP-24-0150 Leander ISD Elementary School #30 Final Plat; on one (1) parcel of land 31.417 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R624045, commonly known as 1913 Frontenac Street, Leander, Williamson County, Texas.
11. Approval of the extension of the application expiration for Subdivision Case PICP-23-0079 regarding Gabriels Horn Development Public Improvement Construction Plans on five (5) parcels of land 16.372 acres ± in size, more particularly described by Williamson County Appraisal District Parcels R473804, R500871, R022218, R755765, and R500872, generally located northwest of the intersection of Ronald W. Reagan Boulevard and Gabriel's Horn Road, Leander, Williamson County, Texas.
12. Approval of the extension of the application expiration for Subdivision Case PICP-23-0112 Villas at Speaking Rock Construction Plan; on one (1) parcel of land 10.756 acres ± in size; more particularly described by Travis Central Appraisal District Parcel 513825, generally located east of Osage Drive and north of Durango Hills, Leander, Travis County, Texas.
13. Approval of the Subdivision and Site Development Application Forms pursuant to Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance; Leander, Williamson & Travis Counties, Texas.

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| PUBLIC HEARING: ACTION |
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14. Conduct a Public Hearing and consider action on Subdivision Case FP-25-0233 to approve the Glory Hill Subdivision Final Plat on four (4) parcels of land approximately 15.45 acres ± in size, more particularly described by Williamson Central Appraisal District parcels R568149, R551919, R082172, and R08217; generally located at the eastern terminus of Private Road 921, Leander, Williamson County, Texas.

Public Hearing opened at 6:04 p.m.; Public Hearing closed at 6:13 p.m.; following discussion.

Anita Chumnanvech, 708 Palamos Dr, Leander, Texas 78641, spoke in opposition of the request.
 Elliott Chenger, 908 Almeria Bnd, Leander, Texas 78641, spoke in opposition of the request.
 Krishna Raj, 1920 Tabarca Dr, Leander, Texas 78641, spoke in opposition of the request.
 Crystal Torres, 1816 Tabarca Dr, Leander, Texas 78641, spoke in opposition of the request.

Submitted via the website in opposition of the request:
 Dinesh Kajjam, 920 Almeria Bend, Leander, Texas 78641
 Susan Berk, 828 Nocosia Court, Leander, Texas 78641

Motion to approve Subdivision Case FP-25-0233.

By: Board Member Mahan
 Seconded: Board Member Oliver

Vote: 4 - 2 Board Member Coats, Board Member Bray

REGULAR AGENDA

15. Discuss and consider action regarding Tree Removal Case TRP-25-0048 regarding the removal of two (2) Significant and two (2) Heritage Trees associated with the Tylerville South Lots 2A and 2B Minor Site Development (SD-25-0377), generally located to the southeast of the intersection of San Gabriel Parkway and W. Broade Steet, Leander, Williamson County, Texas.

Motion to approve Tree Removal Case TRP-25-0048.

By: Board Member Oliver
Seconded: Board Member Bray

Vote: 6 - 0

16. Adjournment
Meeting adjourned at 6:32 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
4/23/2026

AGENDA SUBJECT:

Conduct a Public Hearing regarding Special Use Case Z-26-0210 to consider action on a Special Use Permit to allow for an in-home day care with up to 12 children on one parcel of land 0.2 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R456282; and more commonly known as 1202 Drake Cove, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-26-0210 as described above.

BACKGROUND:

This request is the first step in the zoning process to approve a Special Use Permit (SUP). Uses permitted in a zoning district are classified in two ways. The first type of use is what is referred to as a use permitted by right. A use permitted by right is allowed in the specified zoning district provided that the property owner complies with specified building and site requirements. The second type of use is what is referred to as a special use. A special use permit allows for certain land uses in a given zoning district and generally requires more review by the Planning and Zoning Commission and City Council in order to ensure the compatibility of the proposed use with the surrounding land uses. The applicant has submitted a request for a Special Use Permit (SUP) in order to allow for an in home day care with up to 12 children and a garage conversion. This request would result in a reduction of the parking requirements that would allow for two driveway parking spaces for both the residence and the day care.

DEVELOPMENT REQUIREMENTS:

Composite Zoning Ordinance:

- The ordinance currently allows for an in-home day care with up to five (5) children.
- The ordinance requires that a residential home with three (3) or more bedrooms have two (2) garage-enclosed parking spaces and two (2) additional off-street parking spaces.
- In-home day cares do not have additional parking requirements. Day cares over five (5) children require a parking of one (1) space per 400 square feet.

Texas Health and Human Services

- Texas Health and Human Services grants licenses for childcare homes with up to 12 children. The applicant has been operating Dew Drops Montessori Preschool with up to 12 children at this site with their State License.

The City Council will discuss updates to the daycare requirements during their meeting on April 16, 2026. More information will be provided following their discussion.

CODE ENFORCEMENT CASE

A Code Enforcement case was opened due to the in home day care having over five (5) children in August 2025.

Staff held a pre-development meeting with the applicant on October 6, 2025 to go over the next steps for bringing the site into compliance. Following the meeting, Staff conducted a courtesy visit to verify the items that needed to be addressed regarding the garage conversion. In early January, Staff met with the applicant to help them submit their application for the SUP. During the review, Staff noted that the proper permits for the garage conversion were not issued. Staff conducted another site visit to verify the necessary permits and have been coordinating with the applicant on obtaining the permits.

GENERAL INFORMATION:

Current Zoning: SFU-2-B (Single-Family Urban)

Size and Location: The property is located at 1202 Crake Cove, including approximately 0.2 acres.

Surrounding Area: This property is located within the Woods at Mason Creek Subdivision, surrounded by other single-family residential uses.

Previous Zoning Cases: No zone cases were previously submitted for this property.

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.

The residents within 500' were notified by a hand delivered letter on January 19, 2026. Those who were not available were mailed a letter on February 2, 2026. In addition, the Magnolia HOA was also notified. No comments/concerns were discussed during the outreach.

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

HISTORY/TIMELINE:

08/26/2025 – Code Enforcement Case Opened
10/06/2025 – Pre-Development Meeting
02/12/2026 – SUP Application Filed
04/16/2026 – Daycare Workshop with City Council

APPLICANT/AGENT:

Ashanthi Perera

RECOMMENDATION:

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

1. Approve the proposed Special Use Permit with a six-month time limit;
2. Deny the proposed Special Use Permit; or
3. Approve an alternative request that may include modifications to the parking requirements or time limit.

Staff recommends Option 2 listed above – deny the proposed Special Use Permit. Staff made this recommendation based on the lack of parking spaces available for the residential home and day care use. This proposed use is more intense and changes the neighborhood character through converting the garage and not accommodating parking on site.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. Z-26-0210 Att 1 Letter of Intent - 1202 Drake Cove
2. Z-26-0210 Att 2 Current Zoning - 1202 Drake Cv SUP
3. Z-26-0210 Att 3 FLU Map - 1202 Drake Cv SUP
4. Z-26-0210 Att 4 Public Notification - 1202 Drake Cv SUP
5. Z-26-0210 Att 5 Aerial Map - 1202 Drake Cv SUP
6. Z-26-0210 Att 6 Utilities Map - 1202 Drake Cv SUP
7. Z-26-0210 Att 7 Neighborhood Outreach - 1202 Drake Cove

Ref# Z-26-210
Ashanthi Perera
1202 Drake Cove
Leander, TX 78641
512-966-5522
Date: 03/02/2026

To Whom It May Concern,

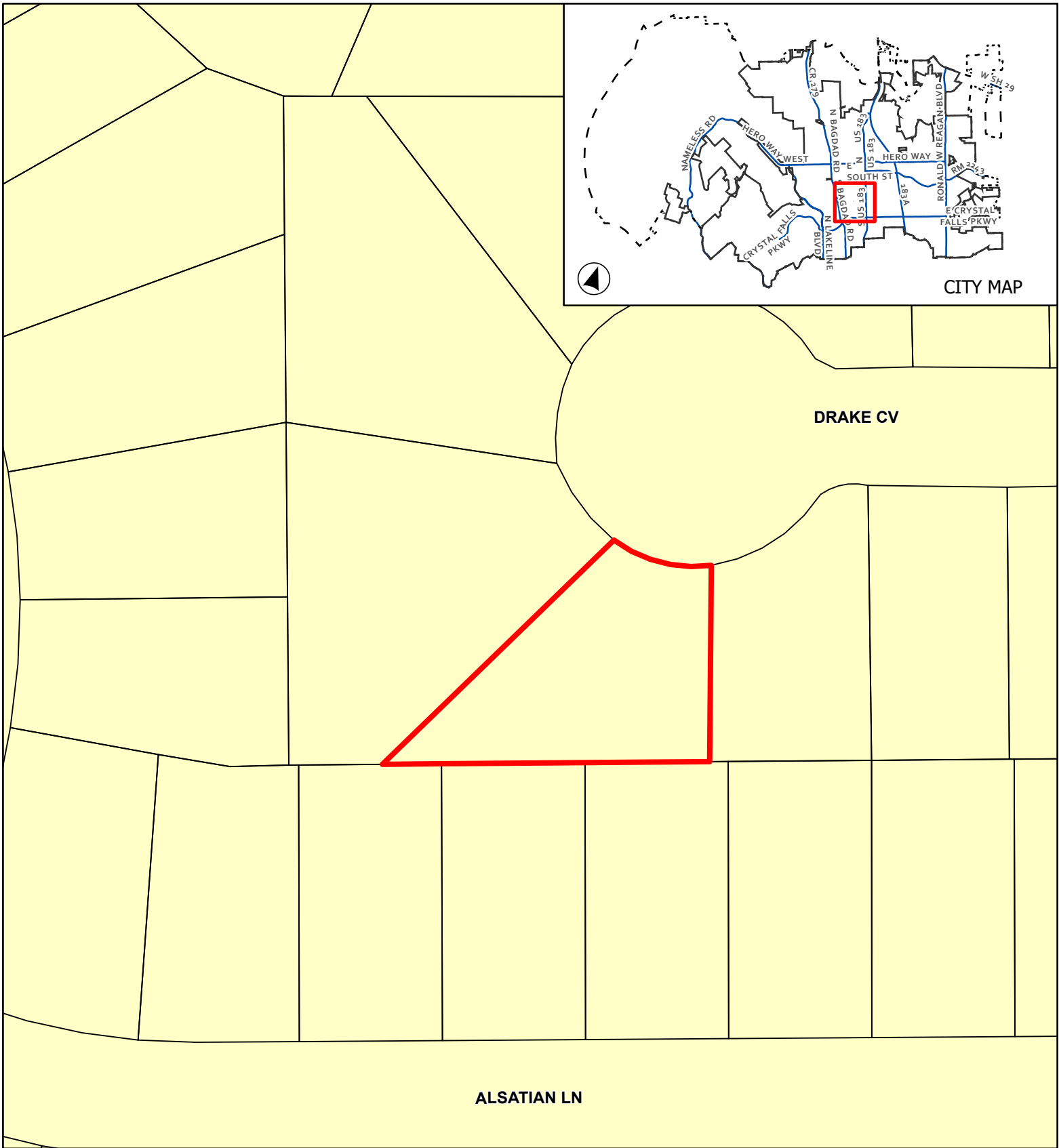
I am submitting this application to request a special use permit for the operation of a home-based daycare. The proposed daycare will serve up to 12 children, ages 3 to 5, on weekdays from 8:00 AM to 5:00 PM.

I am requesting approval for a period of 6 months with the intention that the permit be renewed. The garage was converted. The residential and daycare parking will be met through the parking spaces located on the driveway.

Qualifications and Ownership

I have been licensed with the state since 2008 and currently hold a Texas Rising Star certification from Workforce Solutions. In addition, I am the owner of the property at the address listed above.


Ashanthi Perera



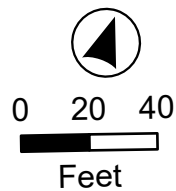
CASE: Z-26-0210

ATTACHMENT 3

1202 DRAKE CV
HOME DAYCARE

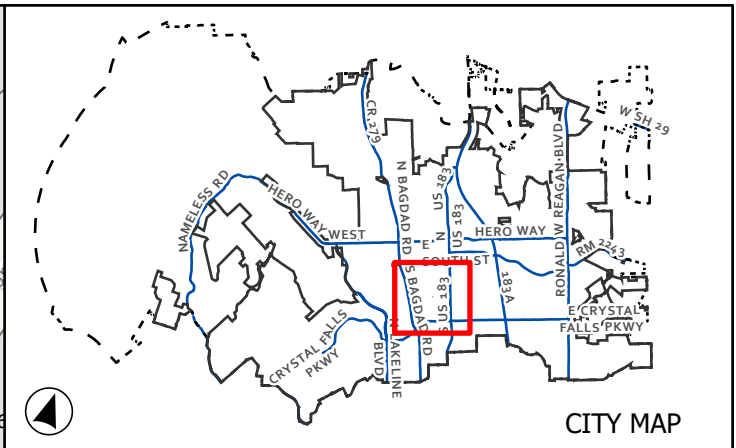
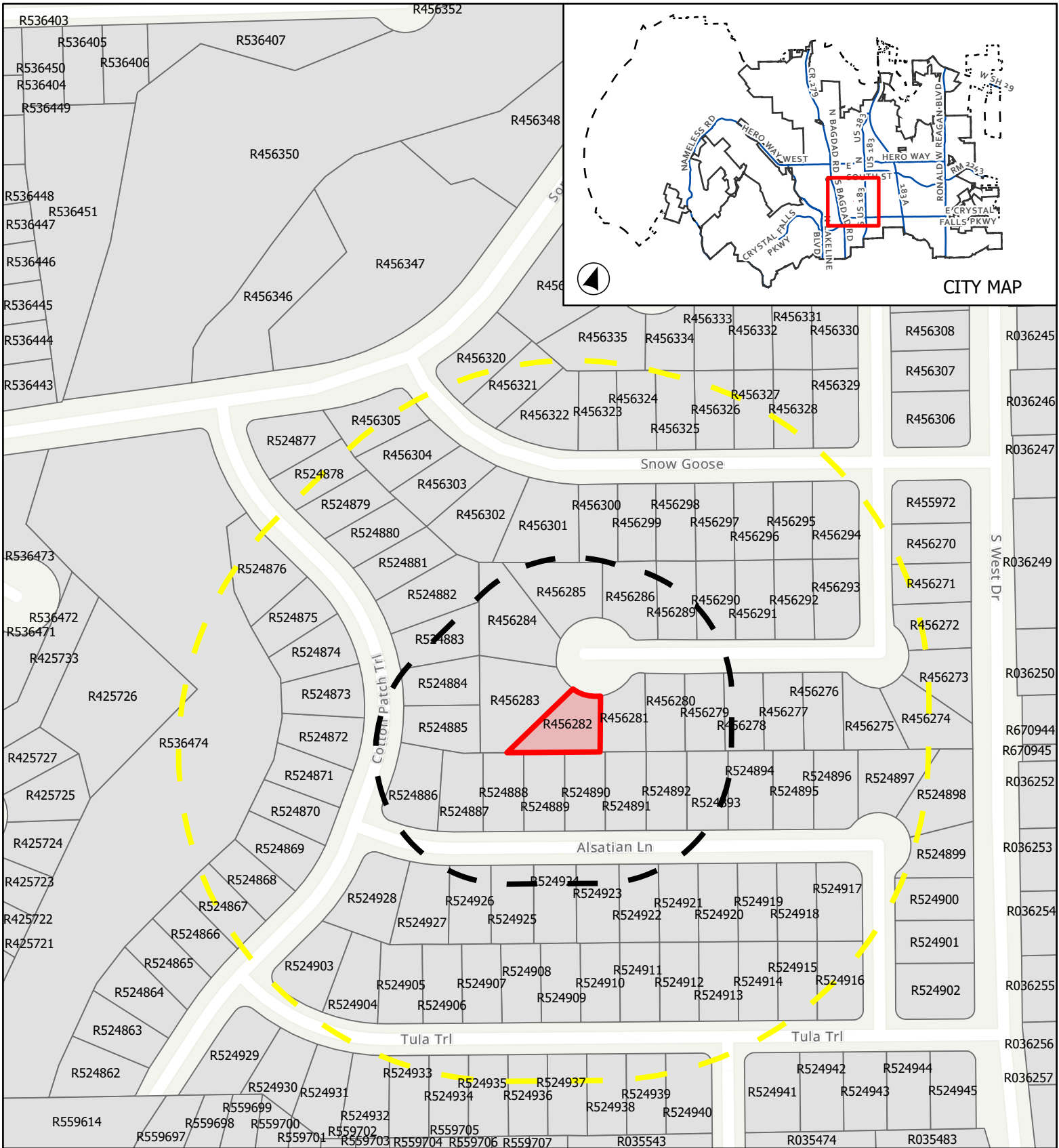
Future Land Use Map

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
- Neighborhood Residential



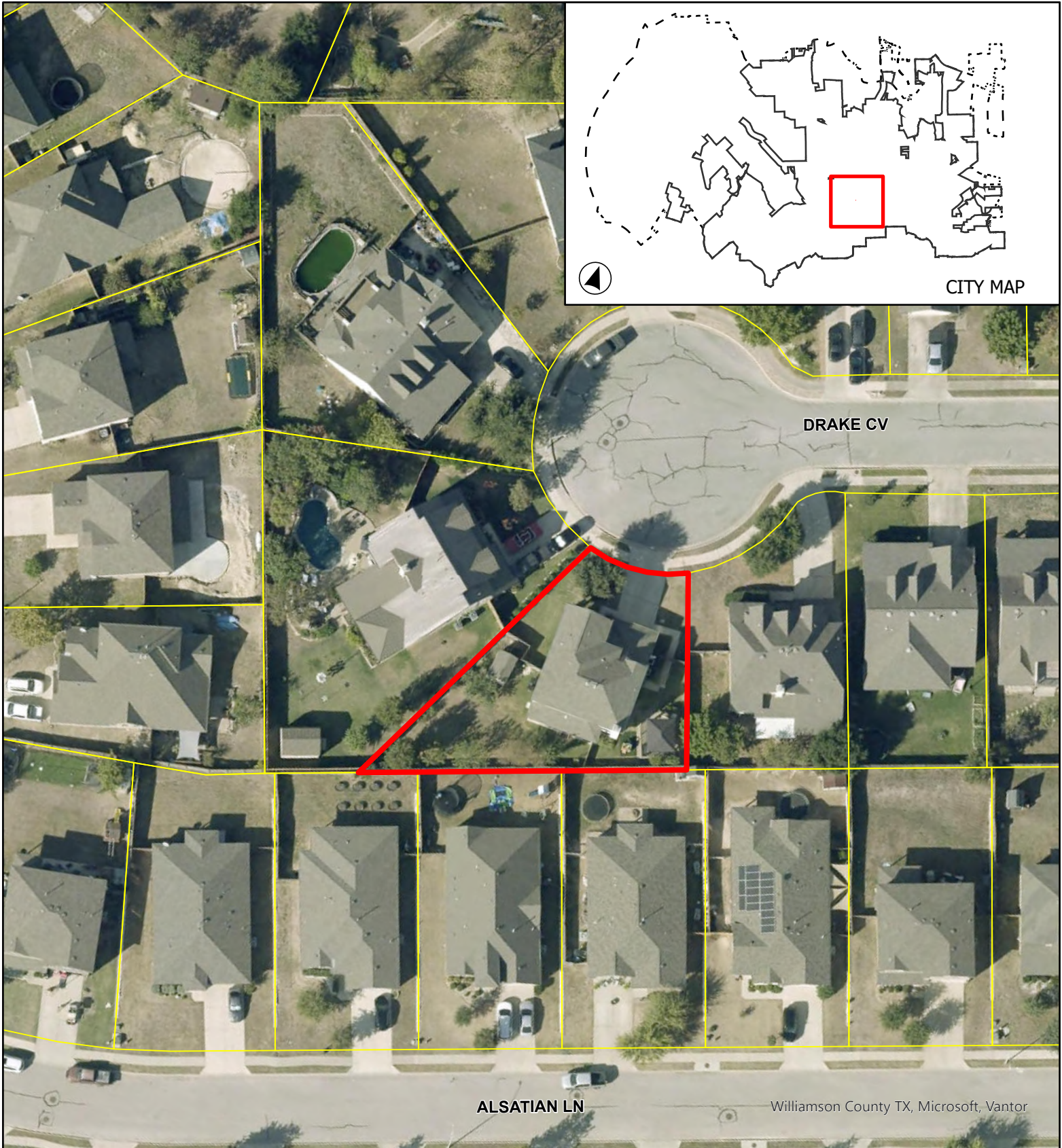
CASE: Z-26-0210 **ATTACHMENT 4** **1202 DRAKE CV HOME DAYCARE**

Public Notification

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0 75 150
Feet

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



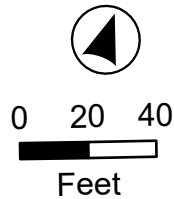
CASE: Z-26-0210




ATTACHMENT 5

1202 DRAKE CV HOME DAYCARE

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
-  Williamson County Parcels
-  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.

In person hand delivered on the 19th of January 2026. And by mail the rest of the addresses on February 2nd 2026.

- 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.

Magnolia Homeowners Association, 1812 Creek drive, Suite 350 Austin TX78754

Please see attached list of all property owners within 500ft who were notified.

- 3. What concerns were raised during these communications?

None 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?

None at this time.

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

Signature: A. Perera Date 02/02/2026
Ashanthi Perera

January 11, 2026

Hello Neighbors,

I like to introduce myself. My name is Ashanthi Perera, I live at 1202 Drake Cove.

I currently have a home-based daycare for children between the ages of 3-5 years of age on weekdays between the hours of 8AM – 5PM.

I'm licensed with the State of Texas since 2008 and hold a Texas Rising Star certification from Workforce Solutions.

Recently I was asked to get a special use permit from the city, and in order to so I need to write to inform the community.

Please email me for questions or concerns to Ashanthi.rperera@gmail.com

Thank you

Ashanthi Perera