



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 28, 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 May 21, 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 meetings held on April 23, 2026 and May 14, 2026.
7. Approval of the extension of the application expiration for Subdivision Case FP-24-0202 Hub Commercial Short Form Final Plat; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.
8. Approval of the extension of the application expiration for Subdivision Case PICP-24-0124 Bagdad Retail Outlet Construction Plans; on one (1) parcel of land 2.044 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R031686, generally located northeast of the intersection of N. Bagdad Road and Middle Brook Drive, Leander, Williamson County, Texas.
9. Approval of the extension of the application expiration for Subdivision Case PICP-24-0140 Messina Commercial Construction Plans; on three (3) parcels of land 2.05 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R032239, R616531, and R616532,

generally located northeast of the intersection of US 183 and Huddleston Road, Leander, Williamson County, Texas.

10. Approval of the extension of the application expiration for Subdivision Case P1CP-24-0184 Hub Commercial Development; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.
11. Approval of the extension of the application expiration for Site Development Case SD-24-0285 Hub Commercial; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

12. Conduct a Public Hearing regarding Ordinance Case OR-26-0036 to amend the Composite Zoning Ordinance to update Article I, Section 6 to add definitions, modify Article III, Section 20 to update the use matrix, and update Article IV to add use standards for In-Home Day Care regulations, and to provide for related matters; Williamson & Travis Counties, Texas. Applicant: City of Leander.
 - Discuss and consider action regarding Ordinance Case OR-26-0036 as described above.
 - a. Staff Presentation
 - b. Open Public Hearing
 - c. Close Public Hearing
 - d. Discussion
 - e. Consider Action

REGULAR AGENDA

13. 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 21st day of May 2026 by 5:00 p.m. pursuant to Chapter 551 of the Texas Government Code.



Veronica Tovar, Secretary



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the minutes for meetings held on April 23, 2026 and May 14, 2026.

BACKGROUND:

HISTORY/TIMELINE:

APPLICANT/AGENT:

RECOMMENDATION:

Staff recommends approval of minutes.

PRESENTER:

Attachments:

1. 4-23-2026 P & Z Minutes
2. 5-14-2026 P & Z minutes



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



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

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 Jay Coats.
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.]

No one wished to speak.

CONSENT AGENDA: ACTION

Motion to approve consent agenda item 6.

By: Board Member Oliver
Seconded: Board Member Lantrip

Vote: 6 - 0

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.

Public Hearing opened at 6:08 p.m.; Public Hearing closed at 6:55 p.m.; following discussion.

THE FOLLOWING SPOKE IN FAVOR OF THE REQUEST:

Jaganath Dhanasekaran, 320 Windward Vw, Leander, Texas 78641
Michael Dennis, 4517 Trinity Woods St., Leander, Texas 78641
Carson Horwitt, 2109 Rosin Jaw Walk, Leander, Texas 78641
Dan Glushko, 624 Acuff Ln, Leander, Texas 78641
Theresa Miraflor, 644 Silver Creek Dr., Leander, Texas 78641
Jennifer Jones, 116 Talon Grasp Trail Apt 7102, Leander, Texas 78641
Gay Glick, 912 Mallard Lake Trl, Leander, Texas 78641
Naushir Maredia, 725 Eastuary Dr., Leander, Texas 78641
Marion Cichella, 600 Caballero Rd., Leander, Texas 78641
Mary Moreno, 520 Tula Trl, Leander, Texas 78641
Crystal Medina, 429 Alsatian Ln., Leander, Texas 78641
Chante Dennis, 4517 Trinity Woods, Leander, Texas 78641
Janice Joubert, 909 Tanglewood Drive, Leander, Texas 78641
Pappachan Renjith Ambarappilly, 937 Birchbrook Dr., Leander, Texas 78641
Vanessa Coffman, 1107 Drake Cove, Leander, Texas 78641
CJ Schmidt, 320 Tula Trl, Leander, Texas 78641

THE FOLLOWING SPOKE IN OPPOSITION OF THE REQUEST:

Travis Griffin, 1201 Canadian Cove, Leander, Texas 78641
Alan Peterson, 103 Vista Ave., Round Rock, Texas 78664 (represents the HOA)
Jeff Libersat, 317 Grace Ln, Ste 140, Austin, Texas 78746 (attorney for Magnolia HOA)
Michael Sullivan, 504 Tula Trl, Leander, Texas 78641
Wayne Nowell, 1204 Drake Cv, Leander, Texas 78641

SUBMITTED VIA WEBSITE IN FAVOR OF THE REQUEST:

Zaida Perez, 1201 Drake Cove, Leander, Texas 78641
Naushir Maredia, 725 Estuary Drive, Leander, Texas 78641
Josh Coffman, 1107 Drake Cove, Leander, Texas 78641

SUBMITTED VIA WEBSITE IN OPPOSITION OF THE REQUEST:

Wayne Nowell, 1204 Drake Cv., Leander, Texas 78641

Motion to not take action on the case until the daycare ordinance is approved which will establish new standards that may impact this site.

By: Board Member Oliver
Seconded: Board Member Bray

Vote: 5 - 1 Board Member Morales

REGULAR AGENDA

8. Adjournment
Meeting adjourned at 7:30 p.m.

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



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

Pat Bryson Municipal Hall
201 North Brushy Street - Leander, Texas
Thursday, May 14, 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

REGULAR MEETING

1. Call to Order.
Meeting was called to order at 6:00 p.m.
2. Roll Call.
All commissioners present except Commissioner Jay Coats; arrived at 6:17 p.m.
3. Director's report to the Planning & Zoning Commission on action taken by City Council on the May 7, 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 6-10.

By: Board Member Oliver
Seconded: Board Member Lewis

Vote: 6 - 0 {Commissioner Coats not present for vote.}

6. Approval of the minutes for meeting held on April 28, 2026.
7. Approval of the extension of the application expiration for Subdivision Case FP-24-0190 The Shoppes at Leander; on four (4) parcels of land 14.793 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R501146, R579460, R491364, and R511667, generally located northeast of the intersection of N. Bagdad Road and W. San Gabriel Parkway, Leander, Williamson County, Texas.

8. Approval of the extension of the application expiration for Subdivision Case PICP-24-0139 Leander Business Center Public Waterline Construction Plan; on one (1) parcel of land 10.249 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R031713, commonly known as 80 Mockingbird Hill, Leander, Williamson County, Texas.
9. Approval of the extension of the application expiration for Site Development Case SD-23-0081 TXB Leander; on one (1) parcel of land 16.21 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R620136, commonly known as 8101 RM 2243, Leander, Williamson County, Texas.
10. Approval of the extension of the application expiration for Site Development Case SD-24-0235 The Shoppes at Monarch; on one (1) parcel of land 1.206 acres ± in size; more particularly described by Williamson Central Appraisal District Parcel R616289, commonly known as 3260 US 183, Leander, Williamson County, Texas.

PUBLIC HEARING: ACTION

11. Conduct a Public Hearing and consider action regarding Zoning Case Z-25-0195 to amend the Leander Springs PUD (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 ± 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-25-0195 as described above.

Public Hearing opened at 6:24 p.m.; Public Hearing closed at 6:24 p.m.; following discussion.

Submitted via website in opposition of the request:
 Justin Darden 1021 Overlook Bnd, Leander, Texas 78641
 Terri Puckett 801 Overlook Bnd, Leander, Texas 78641

Motion to approve Zoning Case Z-25-0195.

By: Board Member Lantrip
 Seconded: Board Member Oliver

Vote: 7 - 0

12. Conduct a Public Hearing regarding Zoning Case Z-26-0212 to amend the current zoning of GC-2-C (General Commercial) and SFT-2-B (Single-Family Townhome) to adopt the Life Time Leander Minor PUD (Planned Unit Development) with the base zoning of LC-2-C (Local Commercial) on two (2) parcels of land approximately 14.037 acres ± in size, more particularly described by Williamson Central Appraisal District parcels R031386 and R031387; and located at 11675 Hero Way West, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-26-0212 as described above.

Public Hearing opens at 6:55 p.m.; Public Hearing closed at 6:55 p.m.; following discussion.

No one spoke in favor or opposition of the request.

Motion to approved Zoning case Z-26-0212 with the modification that hours of operation are 8:00 a.m. -

10:00 p.m. for the uses with outdoor amplified sound and 4:00 a.m. - 12:00 a.m. for the main business.

By: Board Member Mahan
Seconded: Board Member Oliver

Vote: 7 - 0

13. Conduct a Public Hearing and consider action regarding Zoning Case Z-26-0220 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to adopt the Newton Nursery Minor PUD (Planned Unit Development) with the base zoning of LC-2-A (Local Commercial) on one (1) parcel of land approximately 5.018 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R516920; and generally located south of San Gabriel Parkway, approximately 800 feet west of the intersection with CR 270, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case Z-26-0220 as described above.

Public Hearing opened at 7:10 p.m.; Public Hearing closed at 7:10 p.m.; following discussion.

No one wished to speak to speak in favor or opposition of the request.

Motion to approve Zoning Case Z-26-0220.

By: Board Member Lantrip
Seconded: Board Member Oliver

Vote: 7 - 0

REGULAR AGENDA

Chair Mahan reopened consent agenda due to scrivener's error of date on minutes posted. Minutes will be brought to the next meeting.

Motion to approve consent agenda items 7-10.

By: Board Member Oliver
Seconded: Board Member Lewis

Vote: 7 - 0

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

APPROVED

CHAIR

ATTEST:

STAFF LIAISON



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case FP-24-0202 Hub Commercial Short Form Final Plat; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the final plat for Hub Commercial, which is a 3.978-acre commercial subdivision including three (3) commercial lots.

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

(g) Application Expiration.

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

The applicant is requesting another six (6) month extension of the application in order to allow the applicant additional time to wrap up the associated applications such as right-of-way dedication and a development agreement.

HISTORY/TIMELINE:

11/14/2025 - Final Plat Application Expired
05/14/2026 - Final Plat Application Staff Extension Expired

APPLICANT/AGENT:

LJA Engineering, Inc. (Charles R. Hager V and Eva Wong) on behalf of Fortune Commercial Development, LLC. (Sohil Maknojia)

RECOMMENDATION:

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

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 final 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 November 14, 2026 and will allow the developer to finalize the plat requirements for approval.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. FP-24-0202 Att 1 Request Letter - Hub Commercial Short Form Plat
2. FP-24-0202 Att 2 Location Map - Hub Commercial Development

May 5, 2026

City of Leander
ATTN: Leander City Council
201 North Brushy Street
Leander, Texas 78641

RE: Hub Commercial Short Form Final Plat (FP-24-0202)
Extension Request #2 Updated

To Whom It May Concern:

Due to continuous delay in obtaining all applicable permits for the proposed Hub Commercial Lot 1 Development, we hereby request, on behalf of the property owner, an extension to the Short Form Final Plat (FP-24-0202) with an expiration date of 5/14/2026. There have been many additional coordination items relating to the required ROW dedication, a Masonry Development Agreement, and other unforeseen items driven by the project permitting requiring additional time for completing permits necessary to complete Final Plat approval.

Please let us know if you require any additional information or have any questions regarding this extension request.

Sincerely,
LJA ENGINEERING, INC.



Charles R. Hager V, P.E.
Senior Director



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case PICP-24-0124 Bagdad Retail Outlet Construction Plans; on one (1) parcel of land 2.044 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R031686, generally located northeast of the intersection of N. Bagdad Road and Middle Brook Drive, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the construction plan for Bagdad Retail Outlet, which is a 2.044-acre commercial subdivision including one (1) commercial lot.

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

(g) Application Expiration.

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

The applicant is requesting two (2) six (6) month extensions of the application in order to finalize the approvals on the associated projects.

HISTORY/TIMELINE:

03/06/2025 - Construction Plans Application Expired
09/06/2025 - Construction Plans Application Staff Extension Expired

APPLICANT/AGENT:

CRD Group, LLC. (Michael Chapa) on behalf of Retail Pro, LLC. (Pamiz Pascla).

RECOMMENDATION:

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

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 submittal of the construction plans. 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 September 6, 2026, and will allow the developer to finalize the construction plans for approval by the city and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICIP-24-0124 Att 1 Request Letter - Bagdad Retail Outlet
2. PICIP-24-0124 Att 2 Location Map - Bagdad Retail Outlet

CRD Group, LLC.
11508 DK Ranch Road
Austin, Texas 78759
512-775-5166

May 7, 2026

Veronica Tovar
City of Leander
Leander, Texas 78646

Re: *Bagdad Retail Outlet*
1607 N Bagdad Road C-Store
PICP-24-0124–Extension Request

Dear Ms. Tovar,

This letter has been prepared to request an extension for permit PICP-24-0124.

We have been working with the City staff to get the building plans permitted and the Fiscal Surety in order to record the Final Plat. Should you have any questions concerning this information, please call me at your convenience.

Very truly yours,

CRD Group, LLC.



Michael R. Chapa, P.E.



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case PICP-24-0140 Messina Commercial Construction Plans; on three (3) parcels of land 2.05 acres ± in size; more particularly described by Williamson Central Appraisal District Parcels R032239, R616531, and R616532, generally located northeast of the intersection of US 183 and Huddleston Road, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the construction plan for Messina Commercial, which is a 2.05-acre commercial subdivision including one (1) commercial lot.

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

(g) Application Expiration.

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

The applicant is requesting another six (6) month extension of the application in order to allow the applicant additional time prior to scheduling a pre-construction meeting.

HISTORY/TIMELINE:

07/31/2025 - Construction Plans Application Expired
01/31/2026 - Construction Plans Application Staff Extension Expired

APPLICANT/AGENT:

2P Consultants, LLC. (Michael Easton Mundane) on behalf of MS Capital C Ventures, LLC. (Tadi Kumar).

RECOMMENDATION:

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

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 submittal of the construction plans. 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 July 31, 2026, and will allow the developer to finalize the construction plans for approval by the city and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICP-24-0140 Att 1 Request Letter - Messina Commercial
2. PICP-24-0140 Att 2 Location Map - Messina Commercial



2P Consultants, LLC
411 W. Main Street, Suite 310
Round Rock, Texas 78664
512-344-9664
TBPE FIRM #F-19351

City of Leander
Development Services
201 N. Brushy Street
Leander, Texas 78641

May 19, 2026

RE: Messina Commercial Construction Plans
PICP-24-0140

To Whom It May Concern,

We are requesting an extension for the Messina Commercial Construction Plans project located at 11460 183A Toll Fr Rd., Leander, Texas 78641 and given the City of Leander project number (PICP-24-0140). The project had an initial expiration date of 01/31/2026 and the basis for this request is that we have cleared all of the comments except we are still working on finalizing the SDP comments and there is a possibility that during that final review comments could possibly require changes to the PICP set of plans.

For more information or if you have any questions, comments, or concerns, please do not hesitate to reach out to me by phone at (512) 344-9664 or by e-mail at dpool@2pconsultants.com.

Sincerely,

A handwritten signature in blue ink that reads "Don J. Pool".

Don J. Pool
CEO



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the extension of the application expiration for Subdivision Case PICP-24-0184 Hub Commercial Development; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the construction plan for Hub Commercial Development, which is a 3.978-acre commercial subdivision including three (3) commercial lots.

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

(g) Application Expiration.

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

The applicant is requesting another six (6) month extension of the application in order to allow the applicant additional time to wrap up the associated applications such as right-of-way dedication and a development agreement.

HISTORY/TIMELINE:

- 11/13/2025 - Construction Plans Application Expired
- 05/13/2026 - Construction Plans Application Staff Extension Expired

APPLICANT/AGENT:

LJA Engineering, Inc. (Charles R. Hager V and Eva Wong) on behalf of Fortune Commercial Development, LLC. (Sohil Maknojia).

RECOMMENDATION:

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

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 submittal of the construction plans. 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 November 13, 2026, and will allow the developer to finalize the construction plans for approval by the city and schedule a pre-construction meeting.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. PICIP-24-0184 Att 1 Request Letter - Hub Commercial Development
2. PICIP-24-0184 Att 2 Location Map - Hub Commercial Development

May 5, 2026

City of Leander
ATTN: Leander City Council
201 North Brushy Street
Leander, Texas 78641

RE: Hub Commercial Public Improvements Construction Plans (PICP-24-0184)
Extension Request #2 Updated

To Whom It May Concern:

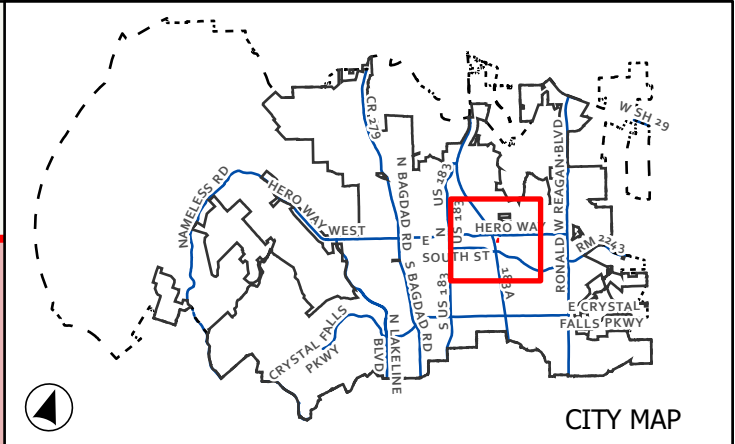
Due to continuous delay in obtaining all applicable permits for the proposed Hub Commercial Lot 1 Development, we hereby request, on behalf of the property owner, an extension to the Public Improvements Construction Plans (PICP-24-0184) with an expiration date of 05/13/2026. There have been many additional coordination items relating to the required ROW dedication, a Masonry Development Agreement, and other unforeseen items driven by the project requiring additional time for completing permits necessary to complete the PICP approval.

Please let us know if you require any additional information or have any questions regarding this extension request.

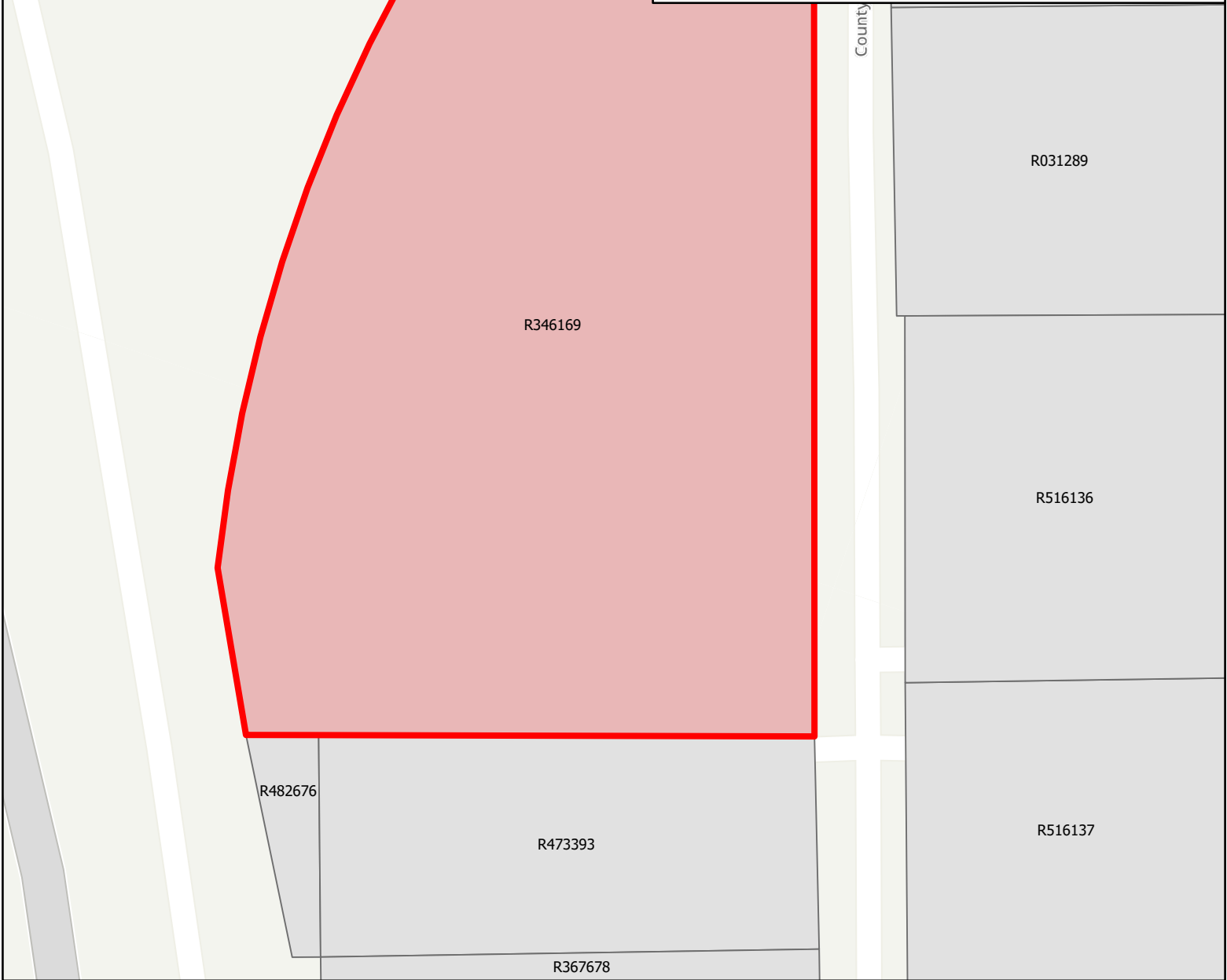
Sincerely,
LJA ENGINEERING, INC.



Charles R. Hager V, P.E.
Senior Director



CITY MAP



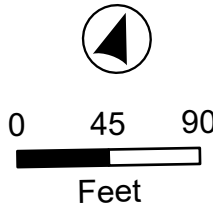
CASE: PICP-24-0184

ATTACHMENT 2

HUB COMMERCIAL DEVELOPMENT

Location Map

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



- City Limits
- ETJ
- Subject Boundary



EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Approval of the extension of the application expiration for Site Development Case SD-24-0285 Hub Commercial; on one (1) parcel of land 3.978 acres ± in size; more particularly described by Williamson Central Appraisal District parcel R346169, generally located southeast of the intersection of 183A Toll Road and Hero Way, Leander, Williamson County, Texas.

BACKGROUND:

This request is for an extension of the expiration date of the site development for Hub Commercial, which is a 3.978-acre commercial site development including a fuel station and convenience store along with the associated improvements.

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 allow the applicant additional time to wrap up the associated applications such as right-of-way dedication and a development agreement.

HISTORY/TIMELINE:

01/14/2025 – Site Development Application Filed
11/14/2025 – Site Development Application Expired
05/14/2026 – Site Development Application Staff Extension Expired

APPLICANT/AGENT:

LJA Engineering, Inc. (Charles R. Hager V and Eva Wong) on behalf of Fortune Commercial Development, LLC. (Sohil Maknojia).

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 site development. 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 November 14, 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. SD-24-0285 Att 1 Request Letter - Hub Commercial
2. SD-24-0285 Att 2 Location Map - Hub Commercial Development

May 5, 2026

City of Leander
ATTN: Planning and Zoning Commission
201 North Brushy Street
Leander, Texas 78641

RE: Hub Commercial Lot 1 Site Development (SD-24-0285)
Extension Request #2 Updated

To Whom It May Concern:

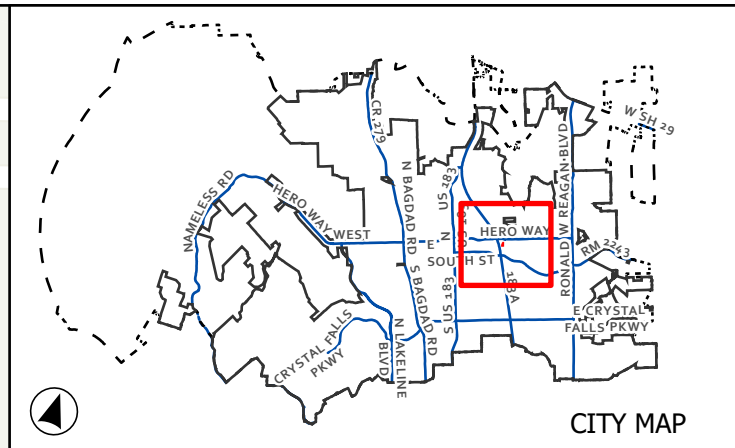
Due to continuous delay in obtaining all applicable permits for the proposed Hub Commercial Lot 1 Site Development, we hereby request, on behalf of the property owner, an extension to the Lot 1 Site Development Construction Plans (SD-24-0285) with an expiration date of 05/14/2026. There have been many additional coordination items relating to the required ROW dedication, a Masonry Development Agreement, and other unforeseen items driven by the project requiring additional time for completing permits necessary to complete the SDP approval.

Please let us know if you require any additional information or have any questions regarding this extension request.

Sincerely,
LJA ENGINEERING, INC.



Charles R. Hager V, P.E.
Senior Director



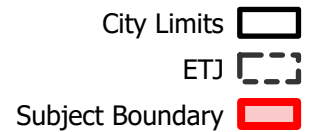
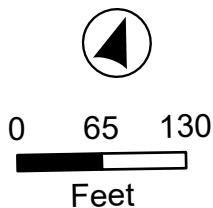
CASE: SD-24-0285

ATTACHMENT 2

HUB COMMERCIAL DEVELOPMENT

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EXECUTIVE SUMMARY
5/28/2026

AGENDA SUBJECT:

Conduct a Public Hearing regarding Ordinance Case OR-26-0036 to amend the Composite Zoning Ordinance to update Article I, Section 6 to add definitions, modify Article III, Section 20 to update the use matrix, and update Article IV to add use standards for In-Home Day Care regulations, and to provide for related matters; Williamson & Travis Counties, Texas. Applicant: City of Leander.

- Discuss and consider action regarding Ordinance Case OR-26-0036 as described above.

BACKGROUND:

This request is the first step in the ordinance process. A workshop with the City Council was held in April to discuss potential updates to the ordinance to provide clarification to the requirements for In-Home Day Care facilities. Currently, the Composite Zoning Ordinance allows for In-Home Day Care to take care of five (5) or fewer children. This use is allowed in all single-family residential zoning districts. Day Care Centers are allowed in the LC (Local Commercial) use component and all other more intense use components.

Texas Senate Bill 599 was passed September 1, 2025 with the intent to establish regulatory uniformity for In-Home Day Care. The City Building and Fire Codes regulating fire safety requirements for a family home will be preempted by the regulations established in Chapter 42, Texas Human Resources Code, and HHSC regulations, which are found in Title 26, Chapter 742, Texas Administrative Code (TAC).

Several options were discussed during the workshop with the City Council. Based on this discussion, staff developed updates to the code including:

1. Definition of In-Home Day Care
2. Allowance for an additional six children for after school care with additional requirements:
 - a. Address parking
 - b. Maintain traffic flow
 - c. Provide hours of operation
 - d. Create standards for outdoor play areas.

ORDINANCE REFERENCES:

COMPOSITE ZONING ORDINANCE – ARTICLE I, SECTION 6

Day Care Center means a child care facility that provides care less than 24 hours a day for more than twelve (12) children under age fourteen (14) and licensed by the State of Texas.

Dwelling means any building or portion thereof which is designed for or used exclusively for residential purposes, including single-family, two-family and multi-family dwellings, but not including hotels, motels, campers, trailers, or other similar structures.

Dwelling Unit means a residential unit designed to accommodate one (1) household for living, sleeping, eating, cooking and sanitation.

COMPOSITE ZONING ORDINANCE – ARTICLE III, SECTION 1 SECTION 1: SFR – SINGLE-FAMILY RURAL

- a. **Statement of Intent:** The Single-Family Rural use component is intended for the 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.
- b. **Conforming Uses:** Certain uses listed in this use component may also need to be supported by an appropriate site component to be permitted. A building or premise shall be used only for the following purposes:
 1. Single-family dwelling of not less than sixteen hundred (1,600) square feet of living area; accessory dwelling with a minimum living area of four hundred (400) square feet; and a maximum living area of nine hundred (900) square feet or 40% of the gross living area of the primary dwelling, whichever is greater. However, for lots greater than three acres in size, there is no limit to the maximum size of the accessory dwelling.
 2. Community services including community center, civic organizations, fraternal organizations, and cemetery / mausoleum not including a crematory or embalming facilities
 3. Golf courses (public and private) and all associated improvements and activities, but not including miniature golf courses, golf practice ranges (unless associated with a golf course), or similar forms of commercial amusement
 4. Day care (in home) for 5 or fewer children
 5. Emergency services including fire, police and EMS stations
 6. Family Home and Group Home-Class 1
 7. Home occupations (see Article IV, Section 8 for Use Standards)

COMPOSITE ZONING ORDINANCE – ARTICLE III, SECTION 14 SECTION 14: LO – LOCAL OFFICE

- a. **Statement of Intent:** The Local Office use component allows for the development of small scale, limited impact office uses or similar uses which may be located adjacent to residential neighborhoods. Access should be provided by a commercial street or higher classification street. This component is intended to help provide for land use transitions from local or general commercial or from arterial streets to residential development.
- b. **Conforming Uses:** Certain uses listed in this use component may also need to be supported by an appropriate site component in order to be permitted. A building or premise shall be used only for the following purposes:
 1. Any residential use if such use was established on the property as of September 1, 2005, the effective date of this ordinance.
 2. Group Home-Class 3 with approval of a Special Permit, Family Home, Group Home-Class 1 and Group Home-Class 2.
 3. Community services including community center and civic and fraternal organizations.
 4. Day care centers and group day care homes

**COMPOSITE ZONING ORDINANCE – ARTICLE III, SECTION 1
PARKING REQUIREMENTS**

d. Enclosed Garage and Parking

1. Dwelling units with three or more bedrooms and lots having an accessory dwelling: A minimum of two garage-enclosed parking spaces and two additional off-street parking spaces (driveway may be counted toward provision of off-street parking) shall be provided per lot.
2. Dwelling units with two or less bedrooms and not having an accessory dwelling: A minimum of one garage-enclosed parking space and two additional off-street parking spaces (driveway may be counted toward provision of off-street parking) shall be provided for each lot.
3. Parking for other uses shall be provided in accordance with Art. VI, Sec. 3.

**COMPOSITE ZONING ORDINANCE – ARTICLE VI, SECTION 3
PARKING REQUIREMENTS**

CIVIC USES		
Educational & Daycare Facilities	Elementary Schools	greater of 1:4 seats in auditorium or 2:classroom
	Secondary Schools, colleges	greater of 1:4 seats in auditorium or 10:classroom
	Day Care Center	1:400 sq. ft.

RESEARCH – SURROUNDING CITIES

	Cedar Park	Georgetown	Round Rock	Taylor	Hutto
Number of Children allowed	6 or fewer under 14, after school care for not more 6 additional	6 or fewer under 14, plus no more than 6 children ages 5 to 13, no more than 12 at any time	6 or fewer	6 or fewer	6 or fewer
Site Improvement Requirements	Conditional Use requirement that there is adequate space provided on site for temporary parking, drop-off, and pick-up during peak times.	No	No	No	No
Can the garage be converted?	No	No	Yes	Special Use Permit required	Yes

PROPOSED DEFINITIONS:

Day Care, In-Home is a child care operation provided within the caregiver’s personal residence. It may serve up to six (6) children under the age of fourteen (14), plus up to six (6) additional school-age children (ages five (5) to thirteen (13)) when additional requirements listed in this ordinance are met. The total number of children present at any time, including those legally related to or in the custody of the provider, may not exceed twelve (12). This use requires registration with the Texas Health and Human Services Commission.

SECTION 9. In-Home Day Care.

- a. *Intent.* The intent of this section is to establish regulations for the operation of an In-Home Day Care that supports small-scale child care, preserves neighborhood character, and ensures compliance with state requirements.
- b. *General Requirements.*

1. All day care facilities shall be licensed by the State and meet the minimum requirements for such facilities.
 2. Outdoor play or instruction areas, playground equipment, and pools shall be located in the side or rear yards and screened from adjacent property by an opaque fence no less than six (6) feet in height.
 3. Day care facilities in residential zoning districts may only operate between the hours of 6:00 a.m. and 7:00 p.m. Hours of operation are not limited for day care facilities in other Non-Residential Zoning Districts unless otherwise stated in the ordinance.
 4. The parking, site requirements (including outdoor play areas and any additions), and the dwelling shall continue to meet with requirements established by this ordinance.
- c. In-Home Day Care Occupancy
1. Six (6) or fewer children are permitted under the age of 14.
 2. Additional school-age children (age five (5) to thirteen (13)) are permitted if the following requirements are met:
 - i. A permit is required for an In-Home Day Care that exceeds six (6) children.
 - ii. A site plan shall be provided demonstrating the traffic circulation during drop-off and pick up of children as part of the permitting process. Traffic queuing shall not block driveways or intersections. If additional improvements are required, a site development permit is required.
 - iii. Off-street parking shall be provided for employees and visitors.
 - iv. Outdoor play areas shall be located to the side or rear of the primary dwelling and shall be a minimum of twenty (20') feet from the property line.

HISTORY/TIMELINE:

04/16/2026 City Council Workshop

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

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

1. Approve the proposed Ordinance Amendments;
2. Deny the proposed Ordinance Amendments; or
3. Approve an alternative request that may include modifications to proposed Ordinance Amendments.

Staff recommends Option 1 listed above – approve the Ordinance Amendments.

PRESENTER:

Karina Castillo, AICP, Planning Manager

Attachments:

1. OR-26-0036 Att 1 Day Care Ordinance Redline

Proposed Definitions:

Day Care, In-Home is a child care operation provided within the caregiver's personal residence. It may serve up to six (6) children under the age of fourteen (14), plus up to six (6) additional school-age children (ages five (5) to thirteen (13)) when additional requirements listed in this ordinance are met. The total number of children present at any time, including those legally related to or in the custody of the provider, may not exceed twelve (12). This use requires registration with the Texas Health and Human Services Commission.

NEW SECTION

SECTION 9. In-Home Day Care.

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- (b) General Requirements.
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