



AGENDA
PLANNING & ZONING COMMISSION
CITY OF LEANDER, TEXAS

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

January 27, 2022 at 7:00 PM



Place 1 – Donnie Mahan, *Vice Chair*
Place 2 – John Cosgrove, *Chair*
Place 3 – Ron May
Place 4 – Deirdre Moss

Place 5 – Gary Hampton, Jr.
Place 6 – Laura Lantrip
Place 7 – Rick Carpenter

The meeting will be live-streamed at the following link: <https://www.leandertx.gov/video>.

1. Call to Order.
2. Roll Call.
3. Director's report to the Planning & Zoning Commission on actions taken by the City Council at the January 20, 2022 meeting
4. Review of meeting protocol.
5. Citizen Comments: Three (3) minutes allowed per speaker.
[Please turn in speaker request form before the meeting begins.]

CONSENT AGENDA: ACTION

6. Approval of Subdivision Case 21-SFP-001 regarding SJ&A River Addition Short Form Final Plat on two parcels of land approximately 9.412 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District R549158 and R032202; generally located west of Ronald W. Reagan Blvd. and east of Arapaho Mountain Pass, Leander, Williamson County, Texas.
7. Approval of Subdivision Case 11-SFP-001 regarding Crystal Village Phase One Short Form Final Plat on portions of four parcels of land approximately 17.315 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R432786, R031200, R080605, and R031201; generally located to the southeast of the intersection of E Crystal Falls Pkwy and 183A Toll Road, Leander, Williamson County, Texas.
8. Approval of the Subdivision, Site Development, and Dry Utility Application Forms pursuant to Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance; Leander, Williamson & Travis Counties, Texas.
9. Approval of Minutes.

PUBLIC HEARING: ACTION

10. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-026 to amend the current zoning of SFU/MH-2-B (Single-Family Urban/Manufactured Home) to create the Sky Heights PUD (Planned Unit Development) with a base zoning of SFT-2-B (Single-Family Townhouse) on one parcel of land approximately 2.68 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R036438; legally described as Lot 3, Blk A, Leander Heights Section 2; and more commonly known as 415 Lion Dr, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case 21-Z-026 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action
11. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-037 to amend the current zoning of LC-2-B (Local Commercial) and SFU/MH-2-B (Single-Family Urban/Manufactured Home) to GC-3-C (General Commercial) and LC-2-A (Local Commercial) on two parcels of land approximately 1.5660 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R035565 and R035563; and addressed as 1007 and 1009 Los Vista Drive, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case 21-Z-037 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action
12. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-040 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to LO-2-B (Local Office) on eight parcels of land approximately 27.99 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R031590, R031591, R031592, R031594, R031595, R508113, R508114, and R508115; and addressed as 3250 Hero Way, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case 21-Z-040 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action
13. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-041 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to GC-3-C (General Commercial) on two parcels of land approximately 22.039 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R031358 and R602142; and addressed as 8622 183A Toll Road, Leander, Williamson County, Texas.
 - Discuss and consider action regarding Zoning Case 21-Z-041 as described above.

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

14. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-043 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to GC-2-B (General Commercial) on five parcels of land approximately 33.911 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R555235, R555246, R031297, R555247, R031279; and addressed as 2957, 3345, 3549, & 3919 Hero Way, Leander, Williamson County, Texas.
- Discuss and consider action regarding Zoning Case 21-Z-043 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action
15. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-045 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to HC-4-D (Heavy Commercial) on three parcels of land approximately 12.819 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R555216, R319481 and R031282; and addressed as 2871 Hero Way, Leander, Williamson County, Texas.
- Discuss and consider action regarding Zoning Case 21-Z-045 as described above.
 - a. Staff Presentation
 - b. Applicant Presentation
 - c. Open Public Hearing
 - d. Close Public Hearing
 - e. Discussion
 - f. Consider Action

REGULAR AGENDA

16. Receive a presentation from Kimley-Horn & Associates (KHA) regarding the draft land use assumptions and capital improvements plan for the 2022 Roadway Impact Fee Study.
- a. KHA Presentation
 - b. Discussion
17. Adjournment

CERTIFICATION

This meeting will be conducted pursuant to the Texas Government Code Section 55 1.001 et seq. At any time during the meeting the Planning & Zoning Commission reserves the right to adjourn into Executive Session on any of the above posted agenda items in accordance with the Sections 55 1.071 [litigation and certain Consultation with attorney], 551.072 [acquisition of interest in real property], 55 1.073 [prospective gift to city], 55 1.074 [certain personnel deliberations] or 551.076 [deployment/implementation of security personnel or devices]. 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 City Council of the City of Leander, Texas, was posted on the bulletin board at City Hall in Leander, Texas on the 21 day of January 2022 by 5:00 pm pursuant to Chapter 551 of the Texas Government Code.



Ellen Coufal, Planning Coordinator



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Approval of Subdivision Case 21-SFP-001 regarding SJ&A River Addition Short Form Final Plat on two parcels of land approximately 9.412 acres ± in size, more particularly described by Williamson Central Appraisal District R549158 and R032202; generally located west of Ronald W. Reagan Blvd. and east of Arapaho Mountain Pass, Leander, Williamson County, Texas.

BACKGROUND:

This request is the final step in the subdivision process. Pursuant to Section 212.005 of the Texas Local Government Code, approval by municipality is required since the short form final plat satisfies the applicable regulations without requesting any variances.

APPLICANT/AGENT:

Hagood Engineering Associates (Raquel Ramirez) on behalf of SJ&A, LLC (M. Shane Daigle).

RECOMMENDATION:

This short form final plat includes one non-residential lot. This proposal meets all of the requirements of the Subdivision Ordinance. Staff recommends to approve the final plat with the following conditions.

1. All conditions listed in the Subdivision Ordinance Article II, Section 24 (f) (3) regarding the acceptance of the final improvements or the posting of fiscal assurance for the final improvements have been met.

PRESENTER:

Michael Chenausky AICP, Planner

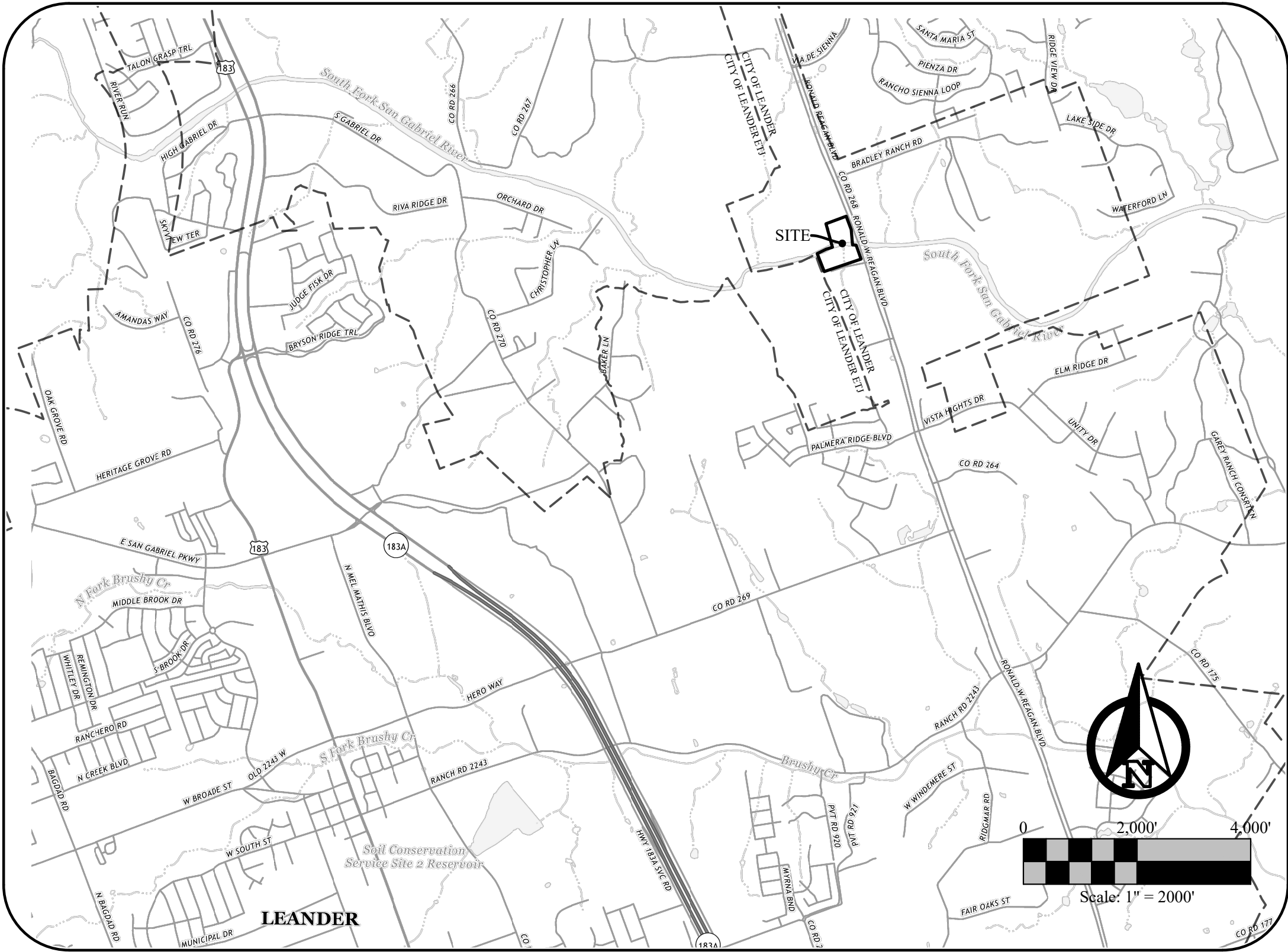
Attachments

1. Final Plat
1. Location Exhibit

SJ&A RIVER ADDITION

FINAL PLAT
OF
9.412 ACRES
SITUATED IN THE
HENRY GARMES SURVEY
ABSTRACT NO. 269
AND THE
L. B. JOHNSON SURVEY
ABSTRACT NO. 350
CITY OF LEANDER
WILLIAMSON COUNTY, TEXAS

VICINITY MAP

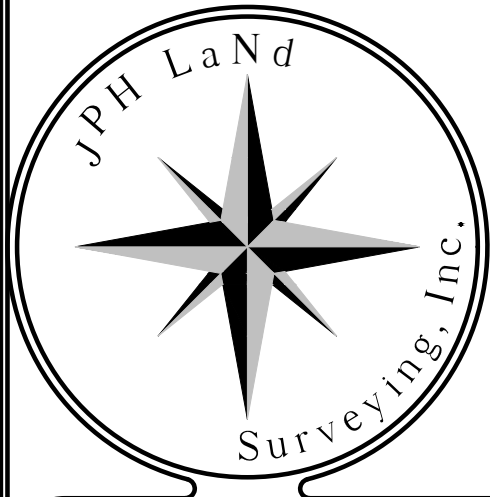


Surveyor
JPH Land Surveying, Inc.
1516 E. Palm Valley Blvd., Suite A4,
Round Rock, Texas 78664
(512)778-5688

Owner
SJ&A, LLC
10500 Avery Club Drive
Austin, Texas 78717

Engineer
Hagood Engineering Associates
900 E. Main Street
Round Rock, Texas 78613
(512) 244-1546

Submittal Date: January 19, 2021



JPH Job/Drawing No. (see below)
2020.071.001 18101 Ronald Reagan Blvd, Leander, Williamson Co, TX-FINAL PLAT R3362.dwg
© 2021 JPH Land Surveying, Inc. - All Rights Reserved
1516 E. Palm Valley Blvd., Ste. A4, Round Rock, Texas 78664
Telephone (817) 431-4971 www.jphlandsurveying.com
TBPELS Firm #10019500 #10194073 #10193867
DFW | Austin | West Texas

NUMBER OF LOTS/BLOCKS: 1 LOT, 1 BLOCK
SUBDIVISION ACREAGE: 9.412 ACRES
ROW DEDICATED: 0.000 ACRES
LOT 1, BLOCK A: 9.412 ACRES
PROPOSED USE: COMMERCIAL

SHEET NO.	DESCRIPTION
1	Cover Sheet
2	Layout Plat Notes Legends
3	Metes & Bounds Dedication Signatory Spaces

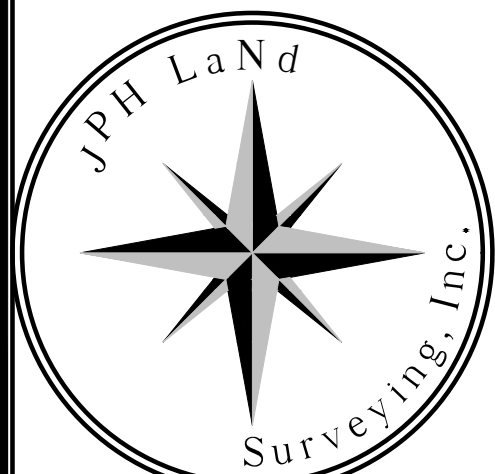
LEGEND OF LINE TYPES

-----	EASEMENT LINE (WATER)
-----	EASEMENT LINE (ACCESS)
-----	EASEMENT LINE (WASTEWATER)
-----	EASEMENT LINE
-----	DEED/ADJOINER LINE
-----	CITY LIMITS LINE
-----	SURVEY LINE
-----	FEMA LINE
-----	PLAT BOUNDARY LINE
-----	PROPOSED SIDEWALK

LEGEND OF ABBREVIATIONS

US.SyFt.	United States Survey Feet
TxCS,'83,CZ	Texas Coordinate System of 1983, Central Zone
NAVD'88	North American Vertical Datum of 1988
P.R.W.C.T.	Plat Records of Williamson County, Texas
O.P.R.W.C.T.	Official Public Records of Williamson County, Texas
D.R.W.C.T.	Deed Records of Williamson County, Texas
VOL/PG/INST#	Volume/Page/Instrument Number
POB/POC	Point of Beginning/Point of Commencing
F/K/A	Formerly Known As
PUE	Public Utility Easement
PUE, LE & PAE	Public Utility, Landscape and Pedestrian Access Easement

ARAPAHO MOUNTAIN PASS

50' R.O.W.
INST.# 2018015621, O.P.R.W.C.T.LOT 39, BLOCK A
(PUBLIC PARKLAND/DRAINAGE)
VALLEY VISTA, PHASE I FINAL PLAT
INST# 2018015621, O.P.R.W.C.T.SJ&A, LLC
INST.# 2016010205, O.P.R.W.C.T.9.412 ACRES
±409,968 S.F.HENRY GARMES SURVEY - ABSTRACT NO. 269
L. B. JOHNSON SURVEY - ABSTRACT NO. 350THE HUIE H. AND DORIS S. LAMB LIVING TRUST
INST.# 2016042313, O.P.R.W.C.T.DESCRIBED IN
VOL. 2323, PG. 739
D.R.W.C.T.0 100' 200'
Scale: 1" = 100'

JPH Job/Drawing No. (see below)
2020.071.001 18101 Ronald Reagan Blvd, Leander, Williamson Co, TX-FINAL PLAT.dwg
© 2021 JPH Land Surveying, Inc. - All Rights Reserved
1516 E. Palm Valley Blvd., Ste. A4, Round Rock, Texas 78664
Telephone (817) 431-4971 www.jphlandsurveying.com
TBPELS Firm #10019500 #10194073 #10193867
DFW | Austin | West Texas

Drafter: RDG 2020-12-09 #R3362
Revision:
Revision:
Revision:

MONUMENTS / DATUMS / BEARING BASIS

Monuments are found if not marked MNS or CRS.
CRS ○ 1/2" rebar stamped "JPH Land Surveying" set
MNS ○ Mag nail & washer stamped "JPH Land Surveying" set
TBM ○ Site benchmark (see vicinity map for general location)
Coordinate values, if shown, are US.SyFt./TxCS,'83,CZ
Elevations, if shown, are NAVD'88
Bearings are based on grid north (TxCS,'83,CZ)
CP ○ Calculated point in river

METES AND BOUNDS DESCRIPTION:

FIELD NOTES to that certain ##### acre tract situated in the Henry Garmes Survey, Abstract No. 269 and the L. B. Johnson Survey, Abstract No. 350, City of Leander, Williamson County, Texas, being the same tract described in a Special Warranty Deed to SJ&A, LLC, recorded under Instrument Number 2016010205, of the Official Public Records of Williamson County, Texas (hereinafter referred to as SJ&A tract); the subject tract, surveyed by JPH Land Surveying, Inc., is more particularly described as follows:

BEGINNING at a 1/2 inch capped rebar stamped "JPH Land Surveying" set in the westerly right-of-way line of Ronald W. Reagan Boulevard (a variable width right-of-way, as referenced under said Instrument Number 2018015621 and per found monumentation), at the southeast corner of the tract described as 1.167 acres in a Special Warranty Deed to Baconranch Property, Inc., recorded under Instrument Number 2019093749, of the Official Public Records of Williamson County, Texas;

THENCE along the common line of said SJ&A tract and said westerly right-of-way line of Ronald W. Reagan Boulevard, the following bearings and distances:

1. SOUTH 20° 28' 14" EAST, a distance of 252.00 feet to a 5/8 inch rebar found;
2. SOUTH 05° 00' 00" EAST, a distance of 268.72 feet to a point in the called center of the South San Gabriel River;
3. SOUTH 85° 36' 32" EAST along the called center line of said river, a distance of 63.11 feet;
4. SOUTH 19° 33' 14" EAST, a distance of 260.96 feet to a 1/2 inch capped rebar stamped "DIAMOND SURVEYING" found in the north line of the tract described as 1.361 acres in a Special Warranty Deed to the Huie H. and Doris S. Lamb Living Trust, recorded under Instrument Number 2016042313, of the Official Public Records of Williamson County, Texas, being at the northwest corner of the tract described as 0.320 of an acre tract described in a Special Warranty Deed to Williamson County, Texas, recorded under Instrument Number 2006005624 of the Official Public Records of Williamson County, Texas;

THENCE SOUTH 71° 26' 57" WEST, a distance of 299.15 feet to a concrete monument found;

THENCE SOUTH 71° 05' 34" WEST, a distance of 384.84 feet to a concrete monument found;

THENCE NORTH 21° 24' 50" WEST, at a distance of 243.91 feet pass a concrete monument found, and continuing for a total distance of 340.29 feet to a point in the called center line of said river, being in the south line of *VALLEY VISTA, PHASE I*, an addition to the City of Leander recorded under Instrument Number 2018015621 of the Official Public Records of Williamson County, Texas;

THENCE along the south line of said *VALLEY VISTA, PHASE I* and said called center line of said river, the following bearings and distances:

1. NORTH 63° 45' 39" EAST, a distance of 174.25 feet;
2. NORTH 72° 36' 19" EAST, a distance of 117.57 feet to the southeast corner of said *VALLEY VISTA, PHASE I*;

THENCE along the east line of said *VALLEY VISTA, PHASE I* the following bearings and distances:

1. NORTH 15° 28' 20" WEST, at a distance of 175.85 feet pass a 1/2 inch rebar found at the northeast corner of Lot 39 of said *VALLEY VISTA, PHASE I*, and continuing for a total distance of 315.22 feet to a 1/2 inch capped rebar stamped "JONES CARTER PROPERTY CORNER" found in the east terminus of Arapaho Mountain Pass (a 50' right-of-way per Instrument Number 2018015621 of the Official Public Records of Williamson County, Texas), at the beginning of a curve to the left (concave southwest), having a radius of 50.00 feet and a chord which bears NORTH 15° 28' 20" WEST a distance of 30.00 feet;
2. Along said curve to the left and said Arapaho Mountain Pass, an arc length of 30.47 feet to a 1/2 inch capped rebar stamped "JONES CARTER PROPERTY CORNER" found;
3. NORTH 15° 28' 20" WEST, a distance of 82.88 feet to a 1/2 inch capped rebar stamped "JPH Land Surveying" set;

THENCE NORTH 69° 31' 46" EAST, at a distance of 134.46 feet pass a Mag nail with washer stamped "JONES CARTER" found at the southwest corner of said 1.167 acre tract, and continuing a total distance of 379.81 feet to the **POINT OF BEGINNING**, enclosing ##### acres (±##### square feet) of land.

SJ&A RIVER ADDITION

FINAL PLAT
OF
9.412 ACRES
SITUATED IN THE
HENRY GARMES SURVEY
ABSTRACT NO. 269
AND THE
L. B. JOHNSON SURVEY
ABSTRACT NO. 350
CITY OF LEANDER
WILLIAMSON COUNTY, TEXAS

Line Data Table

Line #	Bearing	Distance
L1	S85°36'32"E	63.11'
L2	N15°28'20"W	82.88'

Curve Data Table

Curve #	Arc	Radius	Delta	Chord Bearing	Chord
C1	30.47'	50.00'	034°54'55"	N15°28'20"W	30.00'

PLAT NOTES:

1.

This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas.
2.

No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities.
3.

A building permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision.
4.

No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department.
5.

Property Owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander.
6.

All easements on private property shall be maintained by the property owner or his or her assigns.
7.

In addition to the easements shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way, a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines.
8.

A portion of this tract is within the boundaries of the 100 year flood plain as shown on the Flood Insurance Rate Map panel number 48491C0455F for Williamson County, Texas, effective date December 20, 2019.
9.

Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance.
10.

Sidewalks shall be installed on the subdivision side of Ronald W. Reagan Boulevard. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.
11.

All utility lines must be located underground.
12.

Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.
13.

The first site benchmark (TBM #1) is a mag nail with metal washer stamped "JPH BENCHMARK" set in concrete for a sanitary sewer manhole on the west margin of Ronald W. Reagan Boulevard, located approximately 910 feet southerly from the intersection of Ronald W. Reagan Boulevard and Gabriels Horn Road. Benchmark Elevation = 850.63' (NAVD'88). See vicinity map for general location.

The second site benchmark (TBM #2) is a mag nail with metal washer stamped "JPH BENCHMARK" set in concrete for a sanitary sewer manhole, located approximately 350 feet westerly from the west right-of-way line of Ronald W. Reagan Boulevard, and approximately 37 feet easterly from the east terminus of Arapaho Mountain Pass. Benchmark Elevation = 844.50' (NAVD'88). See vicinity map for general location.
14.

In addition to easements shown hereon, Instrument Number 2020123276, O.P.R.W.C.T. and Volume 529, Page 539, D.R.W.C.T. appears to lie on subject property per the Title Report provided by Heritage Title Company of Austin, Inc., File No. CS20210007 issued January 11, 2021.
15.

All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.
16.

At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000.

OWNER'S DEDICATION

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That SJ&A, LLC, as the owner of that certain 9.412 acre tract of land recorded under Instrument Number 2016010205, of the Official Public Records of Williamson County, Texas does hereby certify that there are no lien holders and dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as SJ&A River Addition.

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF

§

BEFORE ME, the undersigned, a Notary Public in and for the said County and State, on this day personally appeared _____, as managing partner of SJ&A, LLC, on behalf of SJ&A, LLC, a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the persons whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE this _____ day of _____, 20____.

(Notary Public's signature)

Print Name

Notary Public in and for the State of

My Commission expires on: _____

SURVEYOR'S CERTIFICATION

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WILLIAMSON

§

That I, **Cole Strevey**, am authorized under the laws of the State of Texas to practice the profession of land surveying and hereby state that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly found or placed under my personal supervision, in accordance with all City of Leander Ordinance and Codes, and that existing easements of record as found on the Title Report provided by Heritage Title Company of Austin, Inc., File No. CS20210007 issued January 11, 2021 have been shown or noted heron.

PRELIMINARY: THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE AND SHALL NOT BE USED OR VIEWED OR RELIED UPON AS A FINAL SURVEY DOCUMENT.

~RELEASED FOR REVIEW ON March 8, 2021.

Cole Strevey

Registered Professional

Land Surveyor, No. 6731

cole@jphls.com

Date: _____

ENGINEER'S CERTIFICATION

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WILLIAMSON

§

That I, Terry Hagood, am authorized under the laws of the State of Texas to practice the profession of engineering, and do hereby state that this plat conforms with the applicable ordinances of the City of Leander, Texas.

Terry Hagood

Licensed Professional Engineer No. 52960

State of Texas

Date: _____

Approved this the _____ day of _____, 20____ A.D. at a public meeting of the Planning and Zoning Commission of the City of Leander, Texas and authorized to be filed for record by the County clerk of Williamson County.

Ron May, Chairman

Planning and Zoning Commission

City of Leander, Texas

ATTEST:

Ellen Coufal, Secretary

Planning and Zoning Commission

City of Leander, Texas

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WILLIAMSON

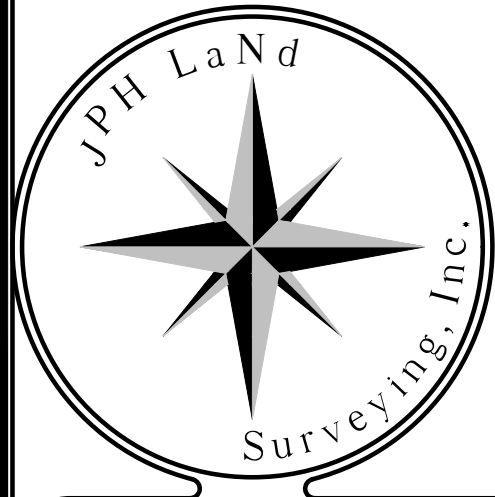
§

I, NANCY RISTER, CLERK OF COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE ___DAY OF _____, 20____, A.D. AT ___ O'CLOCK __M., AND DULY RECORDED ON THIS THE ___DAY OF _____, 20____, A.D. AT ___ O'CLOCK __M, IN THE PLAT RECORDS OF SAID COUNTY IN CABINET __, SLIDE__.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

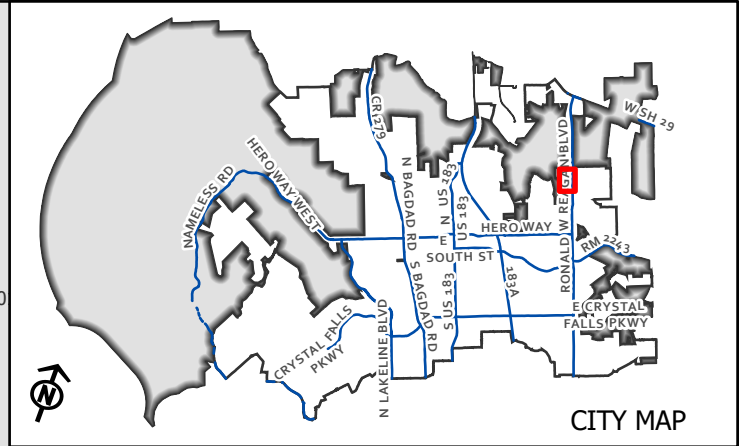
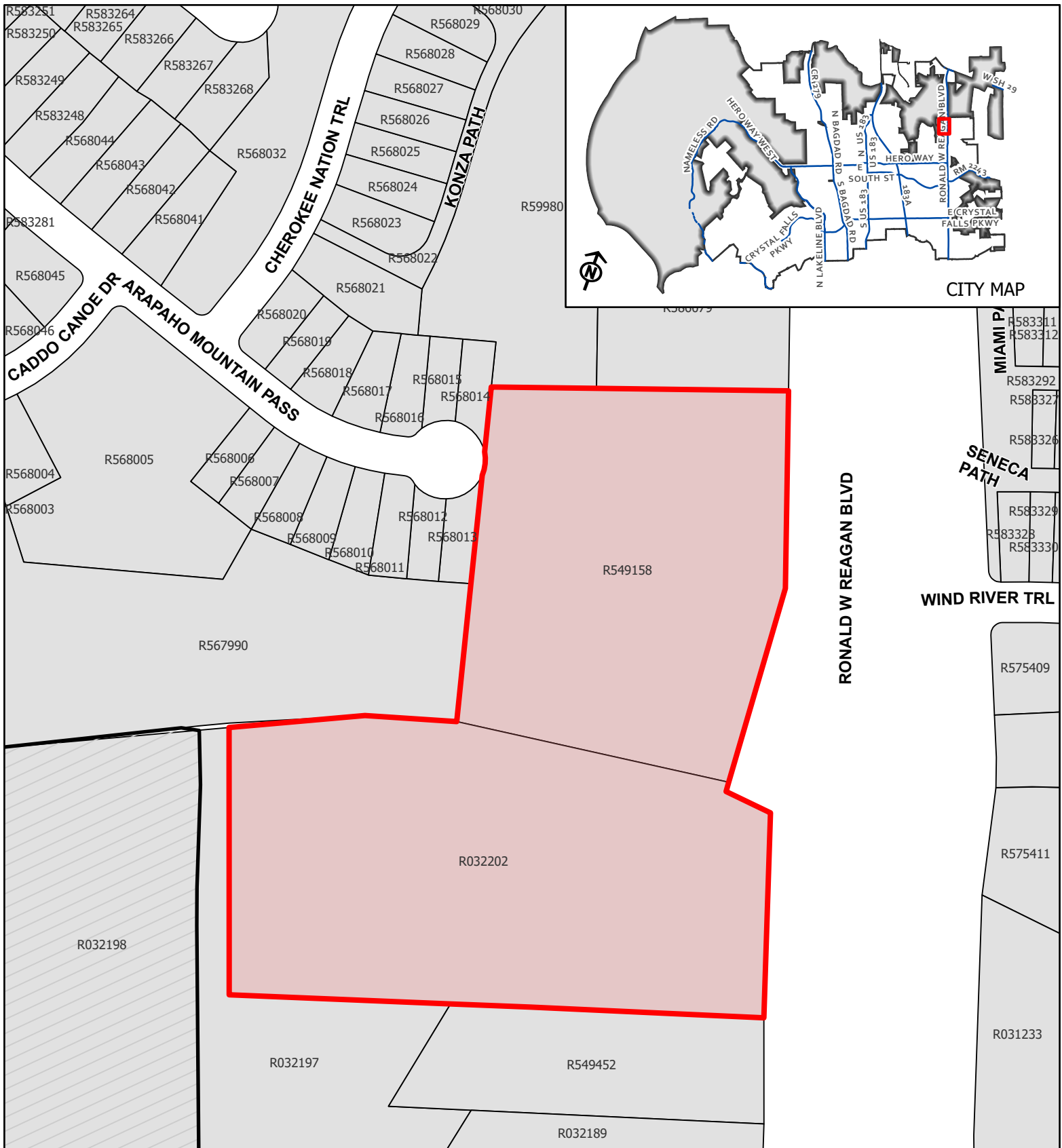
BY: _____ DEPUTY

NANCY RISTER
CLERK, COUNTY COURT
WILLIAMSON COUNTY, TEXAS



FINAL PLAT
OF
9.412 ACRES
SITUATED IN THE
HENRY GARMES SURVEY
ABSTRACT NO. 269
AND THE
L. B. JOHNSON SURVEY
ABSTRACT NO. 350
CITY OF LEANDER
WILLIAMSON COUNTY, TEXAS

JPH Job/Drawing No. (see below)
2020.071.001 18101 Ronald Reagan Blvd, Leander, Williamson Co, TX-FINAL PLAT R3362.dwg
© 2021 JPH Land Surveying, Inc. - All Rights Reserved
1516 E. Palm Valley Blvd., Ste. A4, Round Rock, Texas 78664
Telephone (817) 431-4971 www.jphlandsurveying.com
TBPELS Firm #10019500 #10194073 #10193867
DFW | Austin | West Texas



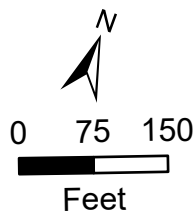
CASE: 21-SFP-001

ATTACHMENT #2

SJ&A RIVER
ADDITION

Site 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.



- Subject Area
- Leander City Limits
- ETJ



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Approval of Subdivision Case 11-SFP-001 regarding Crystal Village Phase One Short Form Final Plat on portions of four parcels of land approximately 17.315 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R432786, R031200, R080605, and R031201; generally located to the southeast of the intersection of E Crystal Falls Pkwy and 183A Toll Road, Leander, Williamson County, Texas.

BACKGROUND:

This request is the final step in the subdivision process. Pursuant to Section 212.005 of the Texas Local Government Code, approval by municipality is required since the short form final plat satisfies the applicable regulations without requesting any variances.

APPLICANT/AGENT:

Kimley-Horn and Associates, Inc on behalf of Premas Glpobal Leander I, LLC.

RECOMMENDATION:

This short form final plat includes eleven non-residential lots. This proposal meets all of the requirements of the Subdivision Ordinance. Staff recommends to approve the short form final plat.

PRESENTER:

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

Attachments

1. Short Form Final Plat
2. Location Exhibit

FINAL PLAT
CRYSTAL VILLAGE PHASE ONE
BEING 17.315 ACRES OF LAND IN THE WALTER CAMPBELL SURVEY,
ABSTRACT NO. 3, WILLIAMSON COUNTY, TEXAS, BEING A PORTION
OF A CALLED 45.25 ACRE TRACT DESIGNATED AS TRACT 1 AND
PORTION OF A CALLED 20.00 ACRE TRACT DESIGNATED AS TRACT 2,
BOTH TRACTS BEING DESCRIBED IN THE DEED TO SAID PREMAS
GLOBAL LEANDER I, LLC OF RECORD IN DOCUMENT NO. 2009000970,
OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS.

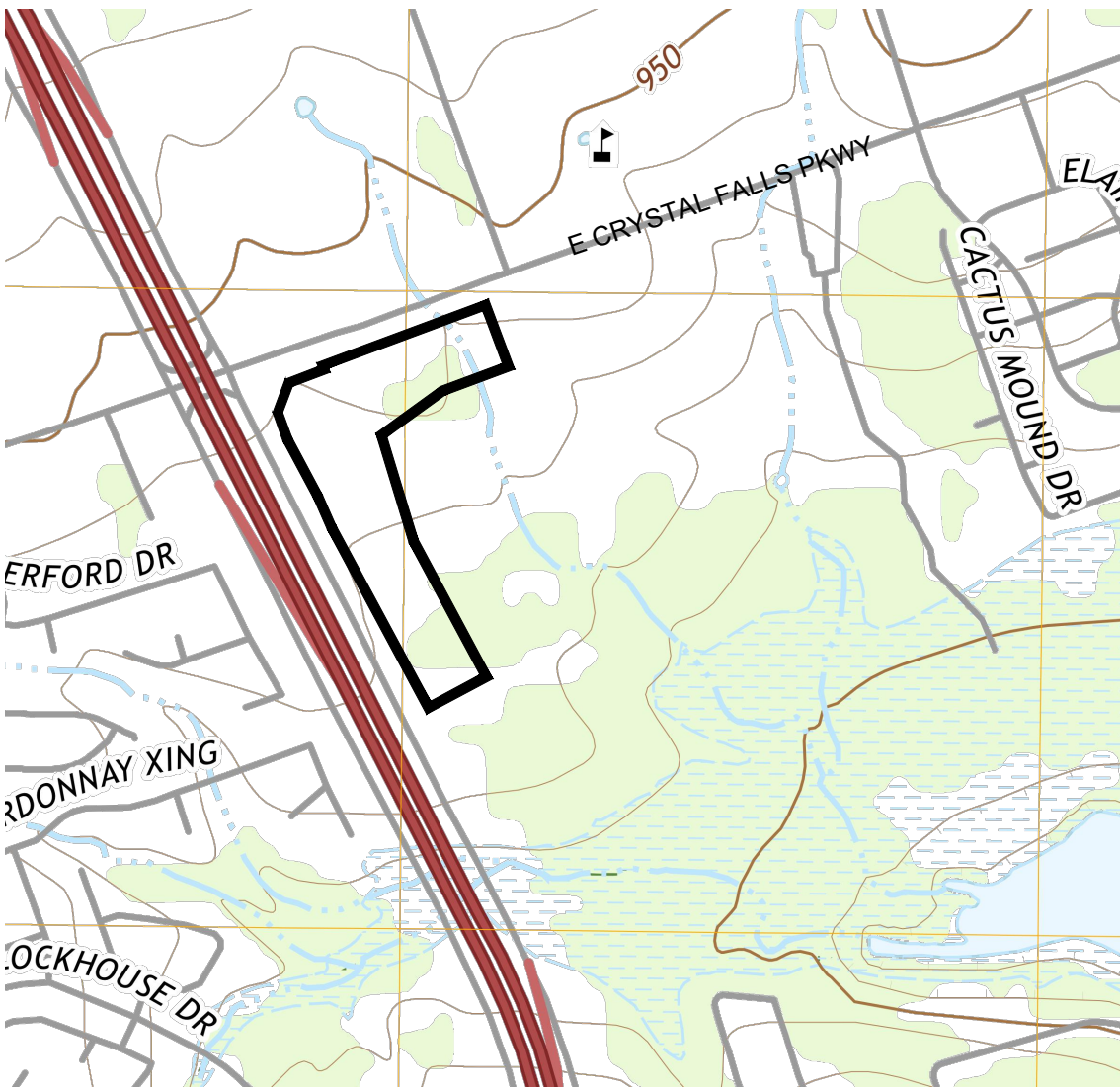
CITY CASE NO. 11-SFP-001

SURVEYOR:
EARLY LAND SURVEYING
P.O BOX 92588
AUSTIN, TX 78709
CONTACT: JOE BEN EARLY, Jr., R.P.L.S.
TBPLS FIRM REGISTRATION NO. 10194487

CIVIL ENGINEER:
KIMLEY-HORN AND ASSOCIATES, INC.
10814 JOLLY VILLE ROAD, AVALLON IV, SUITE 200
AUSTIN, TEXAS 78759
PH: (512) 418-1771
CONTACT: BRANDON E. HAMMANN, P.E.

OWNER/DEVELOPER:
PREMAS GLOBAL LEANDER I, LLC
3800 CENTERPOINT DRIVE, SUITE 502
ANCHORAGE, AK 99503

ACRES: 17.315 ACRES
SURVEY: WALTER CAMPBELL, ABSTRACT 3
NUMBER OF LOTS: 11
NUMBER OF BLOCK: 1
SUBMITTAL DATE: OCTOBER 13, 2020



SHEET INDEX	
SHEET NAME	SHEET NUMBER
COVER SHEET	1 OF 3
FINAL PLAT	2 OF 3
NOTES & SIGNATURES	3 OF 3

LOT INFORMATION	
LOT NUMBER	ACREAGE
1	1.109
2	1.102
3	1.262
4	1.392
5	2.134
6	1.519
7	2.077
8	1.866
9	1.618
10	1.618
11	1.618

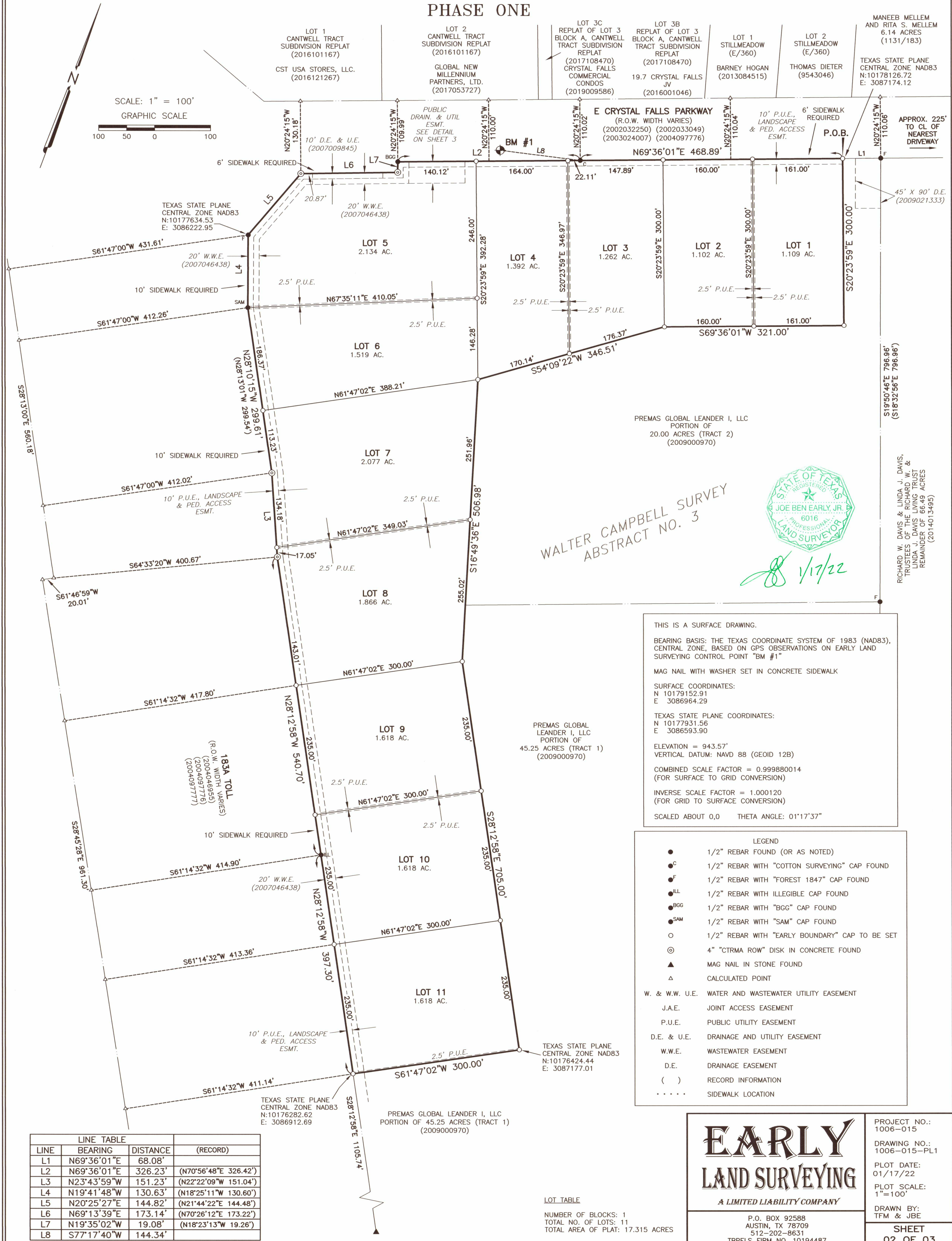
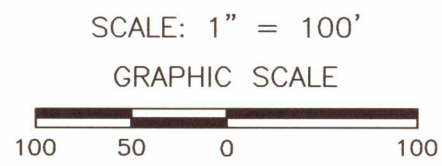
EARLY
LAND SURVEYING
A LIMITED LIABILITY COMPANY

P.O. BOX 92588
AUSTIN, TX 78709
512-202-8631
TBPELS FIRM NO. 10194487

PROJECT NO.:
1006-015
DRAWING NO.:
1006-015-PL1
PLOT DATE:
01/17/22
PLOT SCALE:
1"=100'

DRAWN BY:
TFM & JBE
SHEET
01 OF 03

FINAL PLAT: CRYSTAL VILLAGE PHASE ONE



LINE	BEARING	DISTANCE	(RECORD)
L1	N69°36'01"E	68.08'	
L2	N69°36'01"E	326.23'	(N70°56'48"E 326.42')
L3	N23°43'59"W	151.23'	(N22°22'09"W 151.04')
L4	N19°41'48"W	130.63'	(N18°25'11"W 130.60')
L5	N20°25'27"E	144.82'	(N21°44'22"E 144.48')
L6	N69°13'39"E	173.14'	(N70°26'12"E 173.22')
L7	N19°35'02"W	19.08'	(N18°23'13"W 19.26')
L8	S77°17'40"W	144.34'	

LOT TABLE

NUMBER OF BLOCKS: 1
TOTAL NO. OF LOTS: 11
TOTAL AREA OF PLAT: 17.315 ACRES

THIS IS A SURFACE DRAWING.

BEARING BASIS: THE TEXAS COORDINATE SYSTEM OF 1983 (NAD83), CENTRAL ZONE, BASED ON GPS OBSERVATIONS ON EARLY LAND SURVEYING CONTROL POINT "BM #1"

MAG NAIL WITH WASHER SET IN CONCRETE SIDEWALK

SURFACE COORDINATES:
N 10179152.91
E 3086964.29

TEXAS STATE PLANE COORDINATES:
N 10177931.56
E 3086593.90

ELEVATION = 943.57'
VERTICAL DATUM: NAVD 88 (GEOID 12B)

COMBINED SCALE FACTOR = 0.999880014
(FOR SURFACE TO GRID CONVERSION)
INVERSE SCALE FACTOR = 1.000120
(FOR GRID TO SURFACE CONVERSION)

SCALED ABOUT 0,0 THETA ANGLE: 01°17'37"

LEGEND

- 1/2" REBAR FOUND (OR AS NOTED)
- ^C 1/2" REBAR WITH "COTTON SURVEYING" CAP FOUND
- ^F 1/2" REBAR WITH "FOREST 1847" CAP FOUND
- ^{ILL} 1/2" REBAR WITH ILLEGIBLE CAP FOUND
- ^{BGG} 1/2" REBAR WITH "BGG" CAP FOUND
- ^{SAM} 1/2" REBAR WITH "SAM" CAP FOUND
- 1/2" REBAR WITH "EARLY BOUNDARY" CAP TO BE SET
- ⊙ 4" "CTRMA ROW" DISK IN CONCRETE FOUND
- ▲ MAG NAIL IN STONE FOUND
- △ CALCULATED POINT
- W. & W.W. U.E. WATER AND WASTEWATER UTILITY EASEMENT
- J.A.E. JOINT ACCESS EASEMENT
- P.U.E. PUBLIC UTILITY EASEMENT
- D.E. & U.E. DRAINAGE AND UTILITY EASEMENT
- W.W.E. WASTEWATER EASEMENT
- D.E. DRAINAGE EASEMENT
- () RECORD INFORMATION
- SIDEWALK LOCATION

EARLY
LAND SURVEYING
A LIMITED LIABILITY COMPANY

P.O. BOX 92588
AUSTIN, TX 78709
512-202-8631
TBPELS FIRM NO. 10194487

PROJECT NO.: 1006-015
DRAWING NO.: 1006-015-PL1
PLOT DATE: 01/17/22
PLOT SCALE: 1"=100'
DRAWN BY: TFM & JBE
SHEET 02 OF 03

FINAL PLAT: CRYSTAL VILLAGE
PHASE ONE

OWNERS ACKNOWLEDGEMENT

THE STATE OF _____ §
COUNTY OF _____ §

THAT PREMAS GLOBAL LEANDER 1 LLC, A DELAWARE CORPORATION, AS THE OWNER OF 17.315 ACRES OF LAND IN THE WALTER CAMPBELL SURVEY, ABSTRACT NO. 3, WILLIAMSON COUNTY, TEXAS, BEING A PORTION OF A CALLED 45.25 ACRE TRACT DESIGNATED AS TRACT 1 AND PORTION OF A CALLED 20.00 ACRE TRACT DESIGNATED AS TRACT 2, BOTH TRACTS BEING DESCRIBED IN THE DEED TO SAID PREMAS GLOBAL LEANDER I, LLC OF RECORD IN DOCUMENT NO. 2009000970, OF THE OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS; DOES HEREBY CERTIFY THAT THERE ARE NO LIEN HOLDERS;

DOES HEREBY SUBDIVIDE 17.315 ACRES TO BE KNOWN AS "CRYSTAL VILLAGE PHASE ONE" SUBDIVISION;

DOES HEREBY DEDICATE TO THE PUBLIC FOREVER ALL ADDITIONAL RIGHT OF WAY, STREETS, PUBLIC EASEMENTS, PUBLIC PARKS, AND ALL OTHER LANDS INTENDED FOR PUBLIC USE, AS SHOWN HEREON; AND DOES HEREBY GRANT EASEMENTS TO THE CRYSTAL VILLAGE PROPERTY OWNERS ASSOCIATION FOR THE PERPETUAL MAINTENANCE OF JOINT USE DRIVEWAYS AND OTHER SHARED FACILITIES, AS SHOWN HEREON.

PREMAS GLOBAL LEANDER I, LLC

BY: PREMAS GLOBAL PARTNERS, LLC
AS ITS MANAGER

BY:

RONALD W. UNGER DATE

3800 CENTERPOINT DRIVE, SUITE 502
ANCHORAGE, AK 99503

STATE OF _____

COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED RONALD W. UNGER, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND HE ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN STATED.

WITNESS MY HAND AND SEALED IN MY OFFICE, THIS THE ____ DAY OF _____, 20____, AD.

NOTARY PUBLIC, STATE OF _____

PRINTED NAME MY COMMISSION EXPIRES

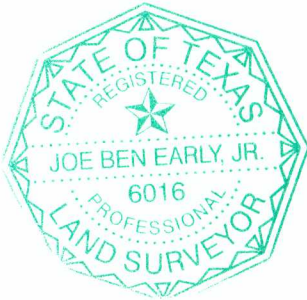
SURVEYOR'S CERTIFICATION

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

THAT I, JOE BEN EARLY, JR., AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF LAND SURVEYING AND HEREBY STATE THAT I PREPARED THIS PLAT FROM AN ACTUAL AND ACCURATE ON-THE-GROUND SURVEY OF THE LAND AND THAT THE NEW CORNER MONUMENTS SHOWN THEREON WILL BE PROPERLY PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH ALL CITY OF LEANDER ORDINANCE AND CODES, AND THAT ALL EXISTING EASEMENTS OF RECORD AS FOUND ON THE TITLE POLICY PROVIDED BY TITLE RESOURCES GUARANTY COMPANY, GF NO. 2005018-GTN ISSUED 2/7/20, HAVE BEEN SHOWN OR NOTED HERON.

 1/17/22

JOE BEN EARLY, JR.
REGISTERED PROFESSIONAL LAND SURVEYOR
STATE OF TEXAS NO. 6016
EARLY LAND SURVEYING, A LIMITED LIABILITY COMPANY
P.O. BOX 92588
AUSTIN, TX 78709
512-202-8631
TBPELS FIRM NO. 10194487



ENGINEER'S CERTIFICATION

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

THAT I, BRANDON HAMMANN, AM AUTHORIZED UNDER THE LAWS OF THE STATE OF TEXAS TO PRACTICE THE PROFESSION OF ENGINEERING, AND DO HEREBY STATE THAT THIS PLAT CONFORMS WITH THE APPLICABLE ORDINANCES OF THE CITY OF LEANDER, TEXAS.

BRANDON HAMMANN, P.E.
KIMLEY-HORN AND ASSOCIATES, INC.
10814 JOLLYVILLE ROAD,
CAMPUS IV, SUITE 200,
AUSTIN, TX 78759
512-271-6314
TBPELS FIRM NO. 928

LEANDER PLANNING AND ZONING COMMISSION

APPROVED THIS THE ____ DAY OF _____, 20____ A.D. AT A PUBLIC MEETING OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF LEANDER, TEXAS AND AUTHORIZED TO BE FILED FOR RECORD BY THE COUNTY CLERK OF WILLIAMSON COUNTY.

ATTEST:

RON MAY, CHAIRMAN

ELLEN COUFAL, SECRETARY

PLANNING AND ZONING COMMISSION CITY OF LEANDER, TEXAS CITY OF LEANDER, TEXAS.

GENERAL NOTES:

1. THIS SUBDIVISION IS WHOLLY CONTAINED WITHIN THE CURRENT CORPORATE LIMITS OF THE CITY OF LEANDER, TEXAS.

2. NO LOT IN THIS SUBDIVISION SHALL BE OCCUPIED UNTIL CONNECTED TO THE CITY OF LEANDER WATER DISTRIBUTION AND WASTEWATER COLLECTION FACILITIES.

3. A BUILDING PERMIT IS REQUIRED FROM THE CITY OF LEANDER PRIOR TO CONSTRUCTION OF ANY BUILDING OR SITE IMPROVEMENTS ON ANY LOT IN THIS SUBDIVISION.

4. NO BUILDINGS, FENCES, LANDSCAPING OR OTHER STRUCTURES ARE PERMITTED WITHIN DRAINAGE EASEMENTS SHOWN EXCEPT AS APPROVED BY THE CITY OF LEANDER PUBLIC WORKS DEPARTMENT.

5. PROPERTY OWNERS SHALL PROVIDE FOR ACCESS TO DRAINAGE EASEMENTS AS MAY BE NECESSARY AND SHALL NOT PROHIBIT ACCESS BY THE CITY OF LEANDER.

6. ALL EASEMENTS ON PRIVATE PROPERTY SHALL BE MAINTAINED BY THE PROPERTY OWNER OR HIS OR HER ASSIGNS.

7. IN ADDITION TO THE EASEMENTS SHOWN HEREON, A TEN (10') FOOT WIDE PUBLIC UTILITY EASEMENT IS DEDICATED ALONG AND ADJACENT TO ALL RIGHT-OF-WAY AND A TWO AND A HALF (2.5') FOOT WIDE PUBLIC UTILITY EASEMENT IS DEDICATED ALONG ALL SIDE LOT LINES.

8. NO PORTION OF THIS SUBDIVISION IS WITHIN A FLOOD HAZARD AREA AS SHOWN ON THE FLOOD INSURANCE RATE MAP PANEL #48491C0462F, FOR WILLIAMSON COUNTY, DATED DECEMBER 20, 2019.

9. BUILDING SETBACKS NOT SHOWN HEREON SHALL COMPLY WITH THE APPLICABLE ZONING ORDINANCE OF THE CITY OF LEANDER.

10. DEVELOPMENT OF THE PROPERTY IS SUBJECT TO THE DEVELOPMENT AGREEMENT RECORDED IN DOCUMENT NO. 2016076167, OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS, REQUIRES TEN (10') FOOT SIDEWALKS WILL BE PROVIDED ALONG 183A TOLL ROAD AND SIX (6') FOOT SIDEWALKS ALONG THE REMAINDER OF E. CRYSTAL FALLS PARKWAY IN CONJUNCTION WITH SITE DEVELOPMENT PERMITS OF INDIVIDUAL PLATTED LOTS.

11. ALL UTILITY LINES MUST BE LOCATED UNDERGROUND.

12. ALL DRIVE LANES, FIRE LANES, AND DRIVEWAYS WITHIN THIS SUBDIVISION SHALL PROVIDE FOR RECIPROCAL ACCESS FOR INGRESS AND EGRESS TO ALL OTHER LOTS WITHIN THE SUBDIVISION AND TO ADJACENT PROPERTIES.

13. DEVELOPMENT OF THE PROPERTY IS SUBJECT TO THE APPROVED TRAFFIC IMPACT ANALYSIS (TIA) FOR 'GLOBAL VILLAGE CENTER' PREPARED BY ROBERT J. HALLS & ASSOCIATES DATED AUGUST 9, 2010.

14. APPROVAL OF THIS FINAL PLAT DOES NOT CONSTITUTE THE APPROVAL OF VARIANCES OR WAIVERS TO ORDINANCE REQUIREMENTS.

15. THE PROPERTY IS SUBJECT TO THE DECLARATION OF COVENANTS, RESTRICTIONS, EASEMENTS, CHARGES, LIENS FOR CRYSTAL VILLAGE RECORDED IN DOCUMENT NO. _____, WILLIAMSON COUNTY OFFICIAL PUBLIC RECORDS (CRYSTAL VILLAGE COVENANTS AND RESTRICTIONS).

16. THE POA HAS A BINDING, CONTINUING RESPONSIBILITY TO LEVY AND COLLECT ASSESSMENTS IN AMOUNTS SUFFICIENT TO MAINTAIN, OPERATE, REPAIR AND REPLACE JOINT USE DRIVES LOCATED WITHIN JOINT USE ACCESS EASEMENTS, DRAINAGE FACILITIES, LANDSCAPING IN COMMON AREAS, AND SUCH OTHER FACILITIES AS REQUIRED BY THE CRYSTAL VILLAGE COVENANTS AND RESTRICTIONS.

17. PREMAS GLOBAL LEANDER 1, LLC OR ITS ASSIGNS MAY INSTALL, AT ANY TIME AND AT PREMAS GLOBAL LEANDER 1, LLC'S OR ITS ASSIGN'S SOLE EXPENSE, TRAFFIC SIGNALS AT THE FULL MEDIAN BREAK IN CRYSTAL FALLS PARKWAY BETWEEN HWY 183A AND SCHOOL ROAD; PROVIDED, THE CITY APPROVES THE PLANS AND SPECIFICATIONS FOR THE TRAFFIC SIGNALS AND ACCEPTS THE SAME FOR PUBLIC OWNERSHIP AND MAINTENANCE AFTER INSPECTION; PROVIDED, FURTHER, THAT THE CITY WILL NOT ACTIVATE THE TRAFFIC SIGNAL UNTIL JUSTIFIED BY A WARRANT STUDY APPROVED BY THE CITY.

METES AND BOUNDS DESCRIPTION:

BEGINNING at a 1/2" rebar with "Early Boundary" cap to be set in the south right-of-way line of E Crystal Falls Parkway (right-of-way width varies) as described in Document Nos. 2002032250, 2002033049, 2003024007 and 2004097776 of the Official Public Records of Williamson County, Texas, being in the north line of the said 20.00 acre tract, from which a 1/2" rebar with "Forest 1847" cap found in the south right-of-way line of E Crystal Falls Parkway, being the northeast corner of the said 20.00 acre tract, being also in the west line of a 66.49 acre tract described in Document No. 2014013495 of the Official Public Records of Williamson County, Texas, bears North 69°36'01" East, a distance of 68.08 feet;

THENCE crossing the said 20.00 acre tract and the said 45.25 acre tract, the following six (6) courses and distances:

- South 20°23'59" East, a distance of 300.00 feet to a 1/2" rebar with "Early Boundary" cap to be set;
- South 69°36'01" West, a distance of 321.00 feet to a 1/2" rebar with "Early Boundary" cap to be set;
- South 54°09'22" West, a distance of 346.51 feet to a 1/2" rebar with "Early Boundary" cap to be set;
- South 16°49'36" East, a distance of 506.98 feet to a 1/2" rebar with "Early Boundary" cap to be set;
- South 28°12'58" East, a distance of 705.00 feet to a 1/2" rebar with "Early Boundary" cap to be set;
- South 61°47'02" West, a distance of 300.00 feet to a 1/2" rebar with "Early Boundary" cap to be set in the east right-of-way line of Toll 183A (right-of-way width varies) as described in Document Nos. 2004046955, 2004097776 and 2004097777 of the Official Public Records of Williamson County, Texas, being in the west line of the said 45.25 acre tract, from which a mag nail in stone found in the east right-of-way line of Toll 183A and the west line of the said 45.25 acre tract, bears South 28°12'58" East, a distance of 1105.74 feet;

THENCE with the common line of Toll 183A, the said 45.25 acre tract and the said 20.00 acre tract, the following eight (8) courses and distances:

- North 28°12'58" West, a distance of 397.30 feet to a 1/2" rebar with illegible plastic cap found;
- North 28°12'58" West, a distance of 540.70 feet to a 4" "CTRMA ROW" disk in concrete found;
- North 23°43'59" West, a distance of 151.23 feet to a 4" "CTRMA ROW" disk in concrete found;
- North 28°10'15" West, a distance of 299.61 feet to a 1/2" rebar with "Sam" cap found;
- North 19°41'48" West, a distance of 130.63 feet to a 1/2" rebar with "Forest 1847" cap found;
- North 20°25'27" East, a distance of 144.82 feet to a 4" "CTRMA ROW" disk in concrete found;
- North 69°13'39" East, a distance of 173.14 feet to a 4" "CTRMA ROW" disk in concrete found;
- North 19°35'02" West, a distance of 19.08 feet to a 1/2" rebar with "BGG" cap found in the south right-of-way line of E Crystal Falls Parkway, being a northwest corner of the said 20.00 acre tract;

THENCE with the south line of East Crystal Falls Parkway and the north line of the said 20.00 acre tract, the following two (2) courses and distances:

- North 69°36'01" East, a distance of 326.23 feet to a 1/2" rebar with "Cotton Surveying" cap found;
- North 69°36'01" East, a distance of 468.89 feet to the POINT OF BEGINNING, containing 17.315 acres of land, more or less.

STATE OF TEXAS §
COUNTY OF WILLIAMSON §

NOW ALL MEN BY THESE PRESENTS:
I, NANCY RISTER, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON

THE DAY OF _____, 20____, AD, AT _____ O'CLOCK, _____M, AND DULY RECORDED THIS

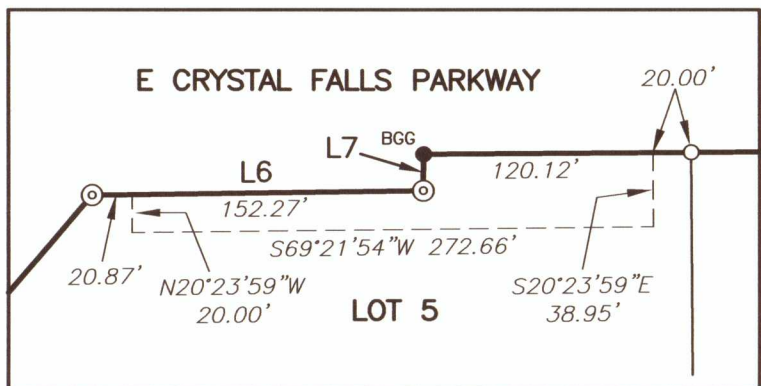
THE DAY OF _____, 20____, AD, AT _____ O'CLOCK _____M, IN THE PLAT RECORDS OF

SAID COUNTY IN CABINET _____, SLIDE _____.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN

NANCY RISTER, CLERK COUNTY COURT OF WILLIAMSON COUNTY, TEXAS

BY: _____ DEPUTY



PUBLIC DRAINAGE & UTILITY EASEMENT DETAIL
1" = 100'

EARLY
LAND SURVEYING
A LIMITED LIABILITY COMPANY

P.O. BOX 92588
AUSTIN, TX 78709
512-202-8631
TBPELS FIRM NO. 10194487

PROJECT NO.:
1006-015
DRAWING NO.:
1006-015-PL1

PLOT DATE:
01/17/22
PLOT SCALE:
1"=100'

DRAWN BY:
TFM & JBE

SHEET
03 OF 03



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Approval of the Subdivision, Site Development, and Dry Utility Application Forms pursuant to Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance; Leander, Williamson & Travis Counties, Texas.

BACKGROUND:

Article IX, Section 9 (a) (1) c. of the Composite Zoning Ordinance and Article II, Section 20 (f) of the Subdivision Ordinance require that the Director of Planning presents Subdivision, Site Development, and Dry Utility Application Forms to the Planning & Zoning Commission for approval. The City is in the process of launching online permit review software and updates to the applications are required to accommodate the new process. This item is a housekeeping item and the applications are based on the current ordinance requirements.

APPLICANT/AGENT:

City of Leander

RECOMMENDATION:

Staff recommends approval of the applications.

PRESENTER:

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

Attachments

1. Amended Final Plat
2. Concept Plan
3. Concept Plan & Prelim Plat
4. Prelm Plat
5. Construction Plans
6. Final Plat
7. Minor Site Dev
8. Short Form
9. Site Development
10. Floodplain Development
11. Minor Prelim Plat
12. CIP Const Plan
13. CIP Site Development
14. ROW Permit
15. Small Cell Node
16. Dry Utility

Project Name: _____

File #: _____
(City will assign)

AMENDED FINAL PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

An Amended Final Plat does not require a Concept Plan, Preliminary Plat, or Construction Plans. As prescribed by state statute, this application may be utilized to amend existing platted lots without vacation of the preceding plat, without a public hearing and without approval of other lot owners within the platted subdivision if it is utilized solely for one or more of the following purposes:

- ☐ To correct an error in a course or distance shown on the preceding plat.
- ☐ To correct an error in a real property description shown on the preceding plat.
- ☐ To correct any other type of scrivener or clerical error or omission previously approved by the City, including lot numbers, acreage, street names, and identification of adjacent recorded plats.
- ☐ To correct an error in courses and distances of lot lines between two adjacent lots if:
 1. Both lot owners join in the application for amending the plat,
 2. Neither lot is abolished,
 3. The amendment does not attempt to remove recorded covenants or restrictions, and
 4. The amendment does not have a material adverse effect on the property rights of the other owners in the plat.
- ☐ To relocate a lot line to eliminate an inadvertent encroachment of a building or other improvement on a lot line or easement.
- ☐ To relocate one or more lot lines between one or more adjacent lots if:
 1. The owners of all those lots join in the application for amending the plat,
 2. The amendment does not attempt to remove recorded covenants or restrictions, and
 3. The amendment does not increase the number of lots.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Seven sets of the Amended Final Plat Document (18"X24" in size).
	☐	3. Letter of Intent – provide reason for requested Amended Final Plat.
	☐	4. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	5. Existing deed restrictions or covenants (if applicable).
	☐	6. Copy of certified tax certificate.
	☐	7. Title Commitment (dated within one year). If the Title Commitment is older than one year, submit a property report or a Nothing Further Certificate.
	☐	8. Submit approvals from utility providers if easements are proposed to be vacated (see page 16 for contacts).
	☐	9. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
	☐	10. Documentation from both Williamson and Travis County 911/Addressing stating that all of the street names on the Final Plat are not duplicated in other areas of the county (if new street names are proposed).
	☐	11. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
	☐	12. Disk/USB with all submittal documents.
	☐	13. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 500.00
GIS Mapping Fee (only applies if the lot lines are changed):	\$ 75.00
Professional Recovery Fee:	\$ 250.00

TOTAL FEE (due at the time of application submission) **\$**

**RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

AMENDED FINAL PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

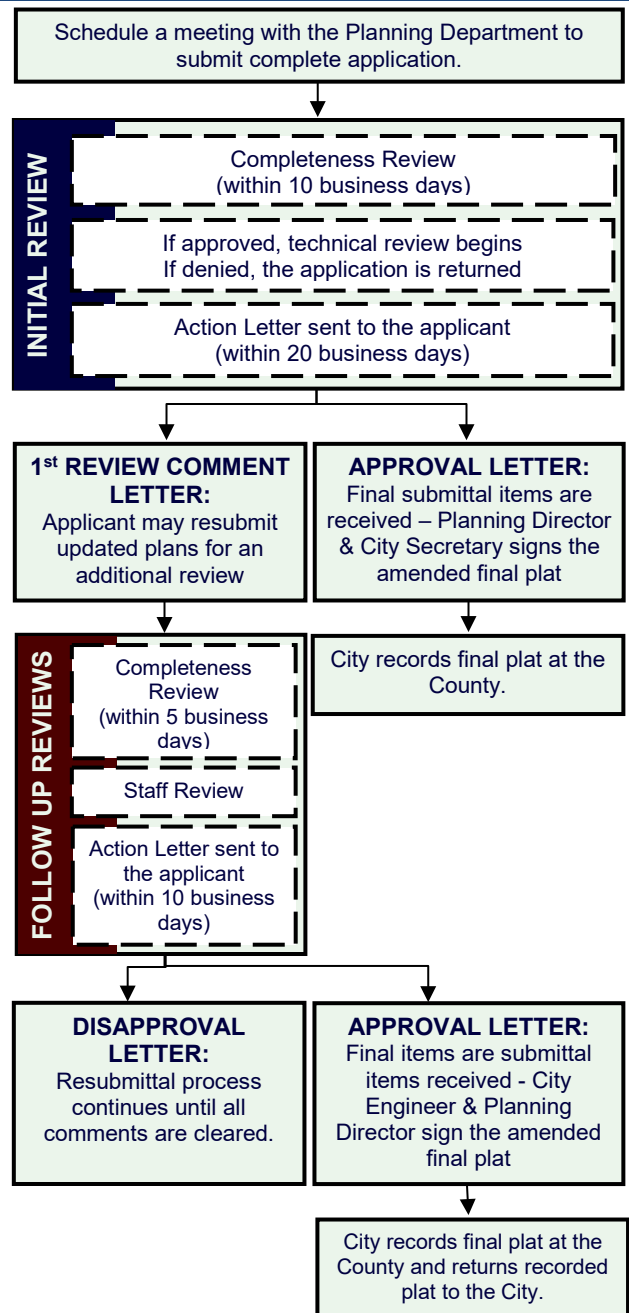
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).

2. A comment letter will be generated within 20 days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final copy of the final plat that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor. Any required fees are required to be paid prior to approval
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal review, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plans
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package
7. The Planning Director and City Secretary will sign the final plat and send it to the County for recordation. Once the plat is recorded, the process will be completed.



STANDARD REVIEW PROCEDURE

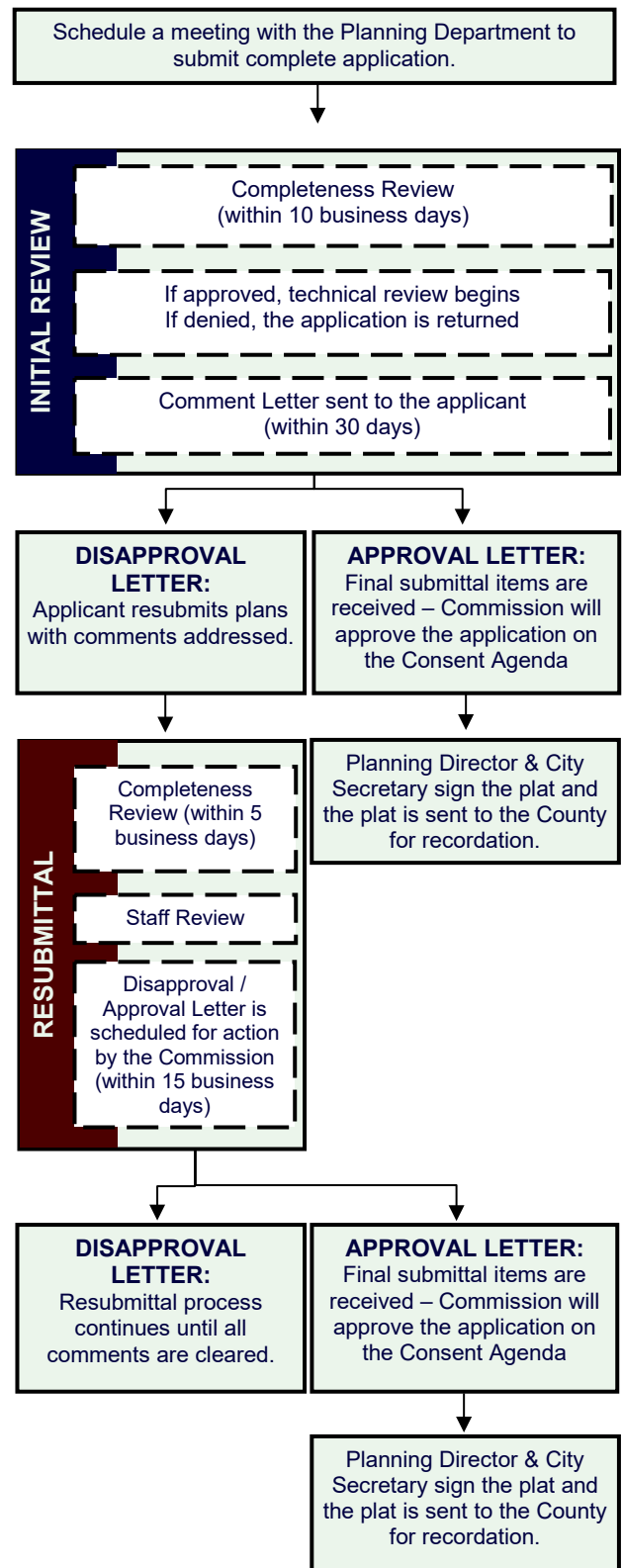
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A disapproval or approval letter will be generated within 30 business days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final copy of the plat that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Resubmittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list deficiencies with Code references. If approved, the applicant will need to submit a final copy of the plat that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once the Commission approves the final plat, then the plat will be signed by the Commission. After any conditions are addressed then the plat will be signed by the Planning Director and City Secretary.
7. After the plat is signed, the City will send the plat to the County for recordation. Once the plat is recorded, the process will be completed.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

AMENDED FINAL PLAT CHECKLIST

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

GENERAL

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Amended Final Plat Sheets ☐ Notes & Signatures	Art II, Sec 25 (d)(2)(iii)
___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet.	Art II, Sec 25 (d)(2)(iii)
___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 25 (d)(2)(iii)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 25 (d)(2)(iii)
___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 24 (c)(4)(i)

SHEET 1 – COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The "Subdivision Name" shall match the final plat and include the phase and section number. The name should be the subdivision, lot(s) and block being replatted and followed by the word: Amended	Art II, Sec 24 (c)(1)(i)
___ 2. Project information on the left side of the sheet including the following: ☐ Property owner name, address, and phone number ☐ Developer name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Developer/Agent name, address, and phone number ☐ Filing date	Art II, Sec 25 (d)(2)(iii)
___ 3. Scale (graphic and number format) and north arrow.	Art II, Sec 24 (c)(1)(ii)
___ 4. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 24 (c)(1)(iii)
___ 5. Index on the right side of the sheet name and number.	Art II, Sec 25 (d)(2)(iii)
___ 6. Example cover sheet:	Art II, Sec 25 (d)(2)(iii)
Subdivision Name Amended Final Plat Project Information Location Sketch Index 1 of 1	
___ 7. Table including the total number of lots, acreage, breakdown of lots by proposed uses and reservations for all lots in the subdivision.	Art II, Sec 24 (c)(1)(iv)
___ 8. Provide a table including the street name(s) and linear footage.	Art II, Sec 25 (d)(2)(iii)

SHEET 2 – AMENDED FINAL PLATOrdinance
Reference**EXISTING CONDITIONS**

___ 1.	The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.	Art II, Sec 24 (c)(2)(i)
___ 2.	Plat or deed references for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 24 (c)(1)(v)
___ 3.	Areas delineating the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a licensed professional engineer.	Art II, Sec 24 (c)(2)(ii)
___ 4.	Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records.	Art II, Sec 24 (c)(2)(iii)
___ 5.	Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of 1,000 feet of the subdivision boundary.	Art II, Sec 24 (c)(2)(iii)
___ 6.	Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat). This measurement is used to determine if additional ROW is required based on the Transportation Plan	Art II, Sec 24 (c)(2)(iii)
___ 7.	The location of the City limit lines and/or outer border of the City's extra-territorial jurisdiction as well as the location of the County line if it traverses or is contiguous to the subdivision.	Art II, Sec 24 (c)(2)(iv)

SURVEY CONTROL INFORMATION

___ 1.	True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner, which is accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.	Art II, Sec 24 (c)(3)(i)
___ 2.	The description and location of all permanent monuments or benchmarks, standard monuments, survey control points and lot pins.	Art II, Sec 24 (c)(3)(ii)
___ 3.	Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision shall be located with respect to a corner of the original survey of which it is a part.	Art II, Sec 24 (c)(3)(iii)
___ 4.	Sufficient data for each lot to prove mathematical closure.	Art II, Sec 24 (c)(3)(iv)
___ 5.	Metes and bounds description.	Art II, Sec 24 (c)(3)(iv)
___ 6.	AutoCAD or GIS digital file on a CD as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included. Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203) Units: US Survey Feet	Art II, Sec 24 (c)(3)(v)

IMPROVEMENTS:

___ 1.	The location, bearings, distances, and widths of proposed streets, alleys, easements and rights-of-way to be dedicated to public use.	Art II, Sec 24 (c)(4)(i)
___ 2.	A ten foot wide public utility, landscape and pedestrian access easement is dedicated and shown graphically adjacent to all street ROW. (Note: if use is single family or duplex, only dedicate a ten foot public utility easement).	Art III, Sec 46 (c)
___ 3.	A two and a half foot wide public utility easement is dedicated and shown graphically on all side lot lines.	Art III, Sec 46 (c)
___ 4.	A public safety and a public utility easement is shown on all private streets in the subdivision and includes cable and telecommunications utilities (only if private streets are proposed).	Art III Sec 42 (g)
___ 5.	Streets: Complete curve data (delta, arc length, radius, tangent, point of curve, point of reverse curve, point of tangent, long chord with bearing) between all lot corner pins. Provide street centerline information	Art II, Sec 24 (c)(4)(ii)
___ 6.	Water Courses and Easements: Distances along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.	Art II, Sec 24 (c)(4)(iii)

___ 7.	The property lines and number designations of all proposed lots and blocks, with complete bearings, distances and dimensions for front, rear and side lot lines. Identify the dimensions in number format instead of abbreviations (ex. C10 = 110'). If inside the City, lot area, width and depth, public utility and drainage easements conform to the requirements as established for the designated land use as set forth in the Composite Zoning Ordinance. If outside the City, lots served by a central sewage system have a minimum area as provided in the Composite Zoning Ordinance in the zoning district appropriate for the proposed land use.	Art II, Sec 24 (c)(4)(iv)
___ 8.	All land area within the boundaries of the subdivision or re-subdivision except that area specifically dedicated as public right-of-way for any purpose shall be designated as a lot and numbered in sequential order.	Art III, Sec 45 (b) (14)
___ 9.	Any lot subject to an amended final plat shall be renumbered using the original lot number followed by a letter designation starting with A.	Art III, Sec 45 (b) (14) (ii)
___ 10.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 11.	Lots to be owned and maintained by an HOA shall include "HOA" as part of the lot label (ex. HOA Parkland, HOA Landscape Lot)	Art II, Sec 24 (c)(1)(iv)
___ 12.	Lots to be dedicated to the City shall include "Public" as part of the lot label (ex. Public Parkland).	Art II, Sec 24 (c)(1)(iv)
___ 13.	The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks and open spaces; common ownership; or subsequent development.	Art II, Sec 24 (c)(4)(v)
___ 14.	Graphically show the proposed location of sidewalks.	Art II, Sec 25 (d)(2)(iii)
___ 15.	If inside the City limits, subdivision complies with the Leander Composite Zoning ordinance. If plat does not comply with existing zoning, a re-zoning application is enclosed. Current zoning (if inside City of Leander)_____ (Do not show on plat)	Art II, Sec 24 (f)(3)(i)
___ 16.	All lots front on a dedicated public roadway except for lots that have been approved to front a private street that will be maintained by an association.	Art III, Sec 45 (b)(8)
___ 17.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions: ___ Driveways would be located no closer than permitted by the Transportation Criteria Manual. ___ The minimum width of the flag lot is no less than twenty five (25) feet. ___ The narrow portion of the lot is dedicated as a common driveway access easement. ___ No more than two "flag" lots are located side by side. ___ The Fire Chief has no objection to the lot layout. ___ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	Art III, Sec 45 (b)(8)
___ 18.	There are no single-family or two-family double frontage lots. Single-family and two-family residential lots adjacent to an arterial street comply with Art. VI, Sec. 8 of the Composite Zoning Ordinance and are prohibited by note from having direct access from an arterial street.	Art III, Sec 45 (b)(10)
___ 19.	Wherever feasible, single-family and two-family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)
___ 20.	Single-family and two-family residential lots adjacent to an arterial street have access on a residential street only and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(10)
___ 21.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 24 (c)(2)(iii)
___ 22.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 45 (b)(2)(i)
___ 23.	If private streets are proposed, the following are provided. Private streets may only be approved for local streets and may not be approved where the gated, private street would prohibit the connection of the street network between neighborhoods impair the ability to complete the City's overall transportation network. a) A document establishing an owner's association responsible for maintenance and operation of the private street(s) is provided in accordance with the Subdivision Ordinance. b) A note is provided on the plat noting the association's responsibilities and the document # establishing the association. c) The document establishing the association also establishes annual assessments adequate to cover the expense of maintenance and operation of the private streets and gives the City the authority to judicially enforce the covenants requiring adequate assessments to be made and collected and the streets to be maintained and repaired; and provides for the City to recover any attorney's fees and expenses incurred in judicial enforcement. d) The developer has granted the City a public safety easement and a public utility easement over the private streets in a form acceptable to the City Engineer and said public utility easements include cable and telecommunications utilities. Note should include the following:	Art III, Sec 42(b)(2)(vii) & Art III, Sec 45 (f) & (g)

A perpetual public safety and public service easement is hereby dedicated for the purpose of providing public safety services, police, fire and medical services, utility meter reading, code enforcement, building inspections, solid waste collection, public school transportation, any other public services and enforcing the city ordinances; and giving the City and its authorized officers and designees uninhibited ingress and egress over, across and through such streets, roadways, and rights-of-way for the purpose of providing public safety services, police, fire and medical services, and enforcing the penal code and city ordinances. The HOA shall maintain at all times with the City Secretary the current gate code or key for all gates regulating access to and from the subdivision.

- ___ 24. Certification from a licensed professional engineer and approval by the Texas Commission on Environmental Quality (TCEQ) (when community well serving more than 25 people for over 60 days a year or when connecting a private well to a public city system) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.

Art II, Sec 24
(c)(1)(vi)

SHEET 3 – SIGNATURES & PLAT NOTES

Ordinance
Reference

SIGNATURES

- ___ 1. Certification and signature blocks as required by the City and County, including the following:

- a) A certified statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat (as found on the title policy or discovered with a title search prepared in conjunction with the most recent purchase of the subject property) and the plat is in conformance with the Leander Subdivision Ordinance.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, *[Name of Surveyor]*, am authorized under the laws of the State of Texas to practice the profession of land surveying and hereby state that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with all City of Leander Ordinance and Codes, and that all existing easements of record as found on the Title Policy provided by *[Title Company Name, GF No.]* issued *[date]* have been shown or noted heron.

Signature and Seal of Licensed Surveyor Date

- b) A certified statement by the engineer is provided as follows.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, *[Name of Engineer]*, am authorized under the laws of the State of Texas to practice the profession of engineering, and do hereby state that this plat conforms with the applicable ordinances of the City of Leander, Texas.

Signature and Seal of Licensed Engineer Date

- c) City approval statement as follows:

Art II, Sec 25
(f)

Approved this the ___ day of ___, 20__ A.D. and authorized to be filed for record by the County Clerk of ___ County.

Robin M. Griffin, AICP
Exec Director of Development Services
City of Leander, Texas

ATTEST: _____
Dara Crabtree
City Secretary
City of Leander, Texas

- d) Owner's dedication statement including the following with signatures in permanent/waterproof ink and notary seals are legible.

Art II, Sec 24
(c)(1)(vi)

FOR CORPORATE ENTITY – if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, as the owner of that certain _____ acre tract of land recorded in Volume ___, Page ___ *[or Document Number]*, of the Official Records of Williamson County, Texas does hereby certify that there are no lien holders and dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature]

[Name of authorized officer]

[Title of officer]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

FOR CORPORATE ENTITY – if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That [Name of corporate entity], a [State of formation] [type of corporate entity], as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas does hereby dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature]

[Name of authorized officer]

[Title of officer]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated _____, filed of record in

the Official Public Records of _____ County, Texas at Vol. ____, Page ____/Document No.

Lienholder Name: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

FOR NATURAL PERSONS– if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas do hereby certify that there are no lien holders and dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature] _____

[NAME OF OWNER]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

FOR NATURAL PERSONS– if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas do hereby dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature] _____

[NAME OF OWNER]

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated __, filed of record in the Official Public Records of __ County, Texas at Vol. __, Page __/Document No. _____.

Lienholder Name: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

- e) If the subdivision is not to be served by an organized wastewater collection system, provide this note with the engineer's seal stating whether the tract is or is not located in the Edwards Aquifer Recharge Zone and a signature block certified by Terron Evertson, Williamson Co. Director of Environmental Services for Williamson County:

Art II, Sec 24
(c)(1)(vi)

Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County and Cities Health District (WCCHD) and Williamson County disclaim any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

J. Terron Evertson, PE, DR, CFM
County Engineer

Date

Or a signature block certified by Brandon Couch, Program Manager – On-site Waste Water Program if the property is located with Travis County. The County will require a review of this application prior to signing the document.

O.S.S.F. NOTES:

1. No structure in this subdivision shall be occupied until connected to a public sewer system or a private on-site wastewater (septic) system that has been approved and licensed for operation by the Travis County On-Site Wastewater Program.
2. This subdivision is subject to all the terms and conditions of Chapter 448, Travis County Code, Rules of Travis County, Texas for On-Site Sewage Facilities. These rules require, among other things, that a construction permit be obtained from Travis County before an on-site sewage facility can be constructed, altered, modified, or repaired in the subdivision and that a license to operate be obtained from Travis County before an on-site sewage facility can be operated in the subdivision.
3. Each residential lot in this subdivision is restricted to no more than one single family dwelling per acre.
4. These restrictions are enforceable by the Travis County On-Site Wastewater Program.

Brandon Couch, D. R., Program Manager,
On-site Wastewater, Travis County TNR

Date

- f) The County recording statement is located in the lower right corner of the signature page.

Art II, Sec 24
(c)(1)(vi)

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF WILLIAMSON §

I, **NANCY RISTER**, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE DAY OF _____, 20____, AD, AT _____ O'CLOCK, ____M, AND DULY RECORDED THIS THE DAY OF _____, 20____, AD, AT _____ O'CLOCK ____M, IN THE PLAT RECORDS OF SAID COUNTY IN INSTRUMENT NO. _____.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

NANCY RISTER, CLERK COUNTY COURT OF WILLIAMSON COUNTY, TEXAS

BY: _____ DEPUTY

Or

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF TRAVIS §

I, REBECCA GUERRERO, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____, 20____, A.D. AT ____ O'CLOCK ____M., AND WAS DULY RECORDED ON THIS THE ____ DAY OF _____, 20____, A.D. AT ____ O'CLOCK ____M, PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET _____, SLIDES ____ WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN AUSTIN, TEXAS THE LAST DATE WRITTEN ABOVE.

BY: _____
REBECCA GUERRERO
CLERK, COUNTY COURT
TRAVIS COUNTY, TEXAS

- g) If the property is in Travis County and within the City ETJ, provide a Travis County Commissioner's Court approval note.

Art II, Sec 24
(c)(1)(vi)

STANDARD PLAT NOTES

___ 1. General Plat Notes:

- ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas. *(inside City only)*
- ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander, Texas. *(ETJ only)*
- ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities.
- ☐ A Building Permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision. *(inside City only)*
- ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department.
- ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander.
- ☐ All easements on private property shall be maintained by the property owner or his or her assigns.
- ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines.
- ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # _____ for Williamson Co., effective ____ (Date) ____.

County

County

Art I, Sec 8 (b)

Art I, Sec 8 (b)

Art III, Sec 46
(b)

Art III, Sec 46
(b)

Art II, Sec 24
(c)(6)(vi)

Code of
Ordinances Art
3.10
Flood Damage
Prevention –
Code of
Ordinances

☐	Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance. <i>(inside City only)</i>	Art II, Sec 24 (c)(6)(vii)
☐	Sidewalks shall be installed on both sides of <i>[insert street name(s)]</i> and the subdivision side of <i>[insert street name(s)]</i> . Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.	Art II, Sec 24 (c)(6)(vii)
☐	All utility lines must be located underground.	Art III, Sec 47
☐	This amended plat does not remove any restrictions. This subdivision is subject to all general notes and restrictions appearing on the plat of _____ recorded at _____ of the Plat Records of _____ County, Texas.	Art II, Sec 25 (d)(2)(iv)
☐	Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.	Art II, Sec 20 (j)
☐	Provide a note stating what changed about the plat.	
___ 2.	Non-Residential & Multi-Family Plat Notes:	
☐	All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.	Art III, Sec 42 (h)
☐	Traffic Impact Analysis Note: ○ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000. OR ○ Include items required by the TIA as a plat note.	Code of Ordinances 10.03.003
___ 3.	Single-Family & Two Family Plat Notes:	
☐	No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.	Transportation Criteria Manual 5.3.1 J
☐	The HOA will own and maintain the following lots: _____	Art IV, Sec 61(d)
☐	The HOA bylaws are recorded in the Official Public Records of _____ County, Texas under document number _____.	Art IV, Sec 61(d)
☐	The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.	Art III, Sec 41 (a)
☐	The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. <i>(which should be contained in a drainage easement).</i>	Art III, Sec 41 (a)
☐	If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided: A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat) <i>For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.</i>	Composite Zoning Ordinance Art VI, Sec 8

UTILITY PROVIDER INFORMATION:

Letters from each public utility provider are required to be submitted that demonstrate consent to the removal of public utility easements. Below, please find the list of providers.

Electric

PEC

Whitney Burke

800-868-4791 X 4489

Whitney.Burke@peci.com

Telephone

AT&T

G03854@att.com

Water / Wastewater

City of Leander

Gina Ellison

512-259-2640

gellison@leandertx.gov

Cable TV

Suddenlink

Jeff Bow

512-931-2966

jeffrey.bow@suddenlink.com

Gas

Atmos Energy

Michael Andrews

512-310-3855

Michael.Andrews@atmosenergy.com

Grande Communications

Daniel Pina

737-346-7155

daniel.pina@mygrande.com

Spectrum

Troy Smith

512-682-8593

Troy.Smith1@charter.com

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

SUPPORT DOCUMENTS FOR RECORDATION

☐ WILLIMASON COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Original owner's affidavit for recording.
- ____ 3. Williamson County cover sheet.
- ____ 4. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

☐ TRAVIS COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

FINAL APPROVAL

In order to complete the amended final plat process, the following items will be required to be submitted.

- ☐ 1 – 18" X 24" signed Amended Final Plat (black, permanent ink only)
- ☐ PDF copy of the final plat
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83)

Projection: Texas State Plane – Central Zone (4203)

Units: US Survey Feet

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

CONCEPT PLAN APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- The Concept Plan is the first step in the subdivision process that provides for the proposed land uses, major thoroughfares, general points of access, and traffic and utility information.
- The Concept Plan is required to include all adjacent and contiguous land, owned or controlled by the developer or the person, firm or corporation that sold the tract being developed to ensure the orderly planning of streets, utilities, drainage, and other public facilities.
- The Concept Plan shall comply with the Comprehensive Plan. The zoning of the property is required to be approved prior to the submittal of the Concept Plan.
- If a TIA is proposed, the review and approval of the TIA shall be completed concurrently with the submittal of the Concept Plan application. Include the TIA application and fees with this submittal. A scoping meeting with the City Engineer is required prior to submittal.
- A phasing plan is required to be reviewed concurrently with this application and approved prior to the approval of the Concept Plan for subdivisions that include more than 30 units or lots.
- The Concept Plan and Preliminary Plat may be combined in to one submittal package when the subdivision meets the following criteria. If this option is selected, please use the Concept Plan & Preliminary Plat Application & Checklist.
 - No new road networks are proposed
 - The subdivision includes no more than 15 lots
 - The subdivision includes less than 30 acres
 - Alternative Review Procedure is selected

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

PROVIDED	<i>Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.</i>
☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
☐	2. Fourteen sets of the Concept Plan Document (24"X36" in size), collated and folded into fourths with the name of the subdivision showing.
☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
☐	4. Public Notification ☐ Tax map(s) highlighting the subject property and showing the line extending 200 feet from property ☐ List of property owners names, addresses, and the County Property Identification Number from the county appraisal district (www.wcad.org or www.traviscad.org) within 200 feet of the perimeter of the tract and ☐ One set of mailing labels for notification of adjacent owners from (b) above (Two sets if the applicant uses the Standard Review Procedure). ☐ County short ID # of subject property _____.
☐	5. Public Hearing Signage document at the end of this checklist is signed and dated.
☐	6. Certified tax certificate.
☐	7. 8½" x 11" map demonstrating the proposed public notification sign locations
☐	8. If the subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
☐	9. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____
☐	10. Is a variance proposed? ☐ Yes ☐ No If yes, provide the application with this submittal.
☐	11. Planned Unit Development (PUD) information (if applicable) - Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
☐	12. Traffic Impact Analysis (TIA) information. Provide one of the following: ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer. ☐ TIA Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
☐	13. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
☐	14. Disk/USB with all submittal documents.
☐	15. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 400.00
\$6 per lot or acre or portion thereof (whichever is greater):	\$ _____
Owner Notification Fee – \$5.00 per owner notification (x 2 if the Standard Review Procedure is selected):	\$ _____
Notification Sign – \$30.00 per sign (1 sign at edge of the roadway frontage with signs no more than 300' apart along frontage):	\$ _____
Fire Code Review Fee:	\$ 50.00
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission) \$	

ADDITIONAL INFORMATION ABOUT FEES:

CONCURRENT REVIEWS:

- If this application is submitted concurrently with another application that requires public notice, only one public notice fee is required.

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

CONCEPT PLAN REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

The Alternative Review Procedure is required if concurrent reviews are proposed.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted submittal schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

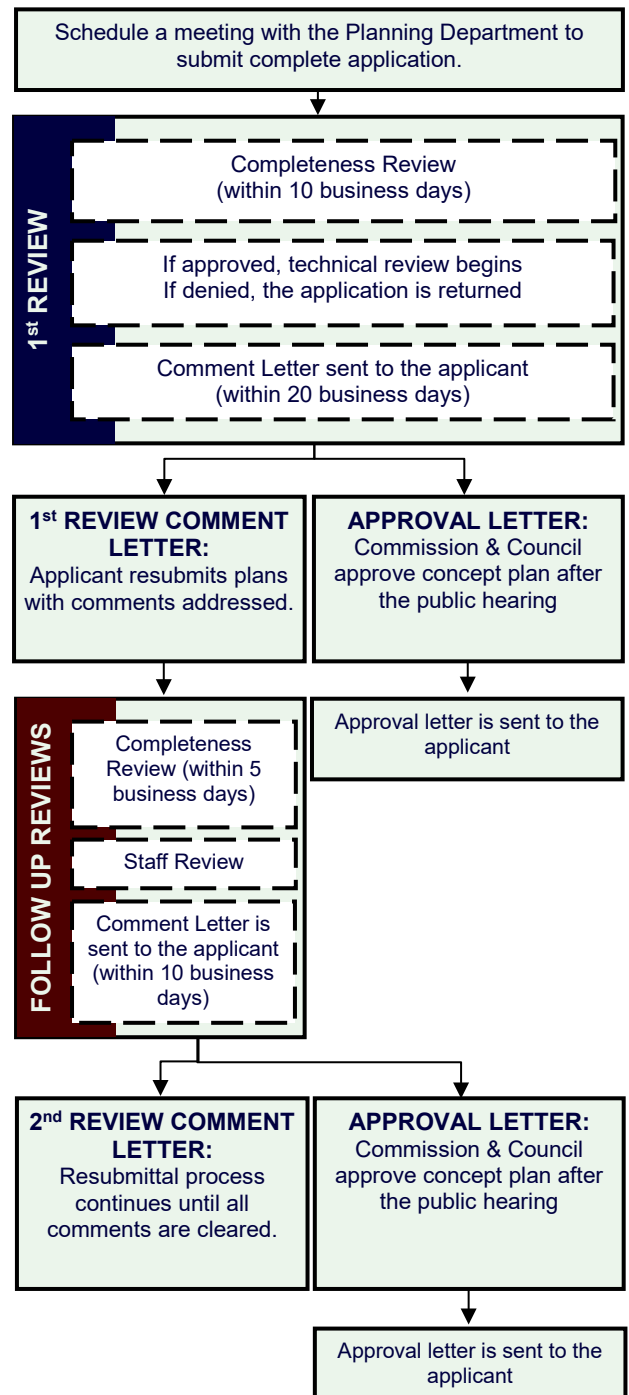
If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:

- a. Updated Plan – the number of copies will be included in the comment letter
- b. Supporting materials
- c. Comment response letter identifying how the comments were addressed
- d. Resubmittal fee (after 3rd resubmittal)
- e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the public notification process will begin.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal review, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plans
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. Once all comments are cleared, then the public hearing is scheduled. Letters of notification will be mailed and signage will be placed on the property 15 days prior to the Commission meeting date. The Commission and Council both review this request and take action.
8. Once the Commission & Council approve the concept plan, an approval letter is sent to the applicant.



STANDARD REVIEW PROCEDURE

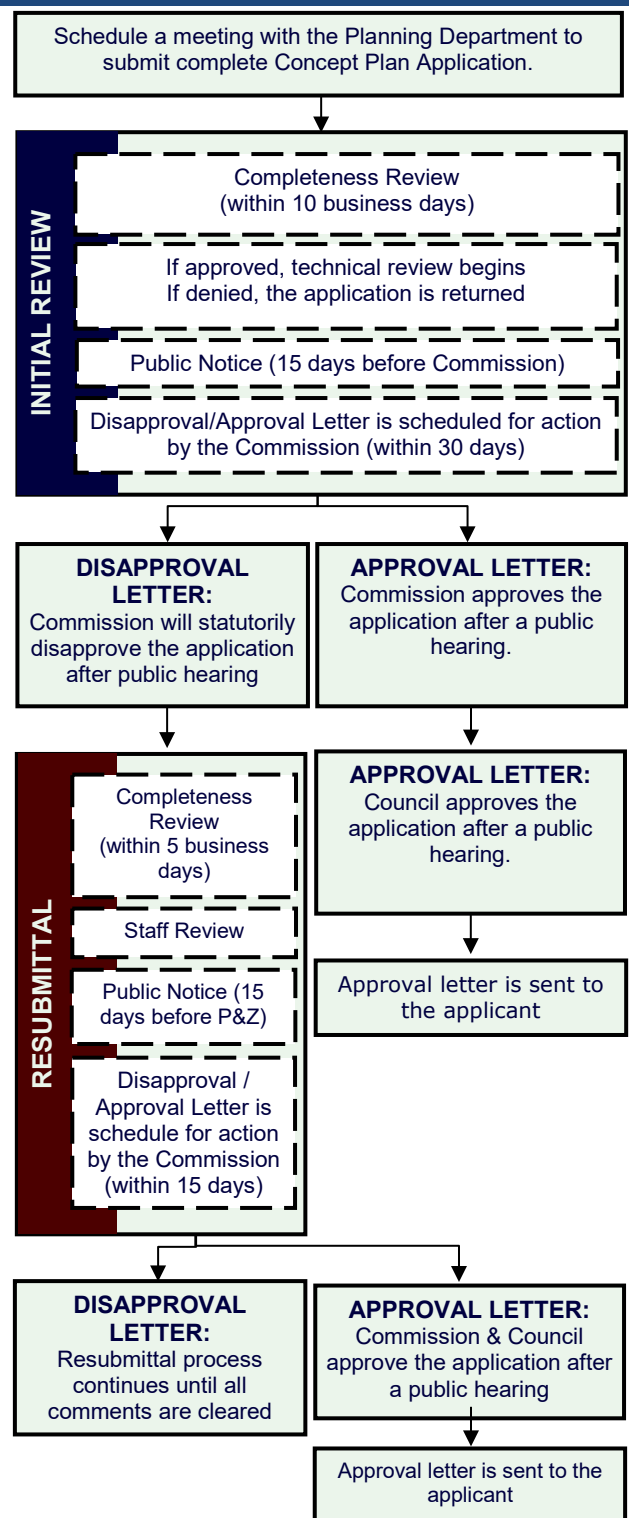
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted submittal schedule. The application will be reviewed for completeness within ten (10) business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 2).

2. Letters of notification will be mailed and signage will be placed on the property 15 days prior to the Commission meeting date.
3. A disapproval or approval letter will be generated within 30 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. Letter will be made available to the applicant as part of the Agenda packet.
4. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five (5) business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated concept plan – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Public notification fees & mailing labels
 - e. Resubmittal fee (after the first resubmittal)
 - f. Disk/USB with the submittal package

If the items above are not provided, the resubmittal will be NOT be accepted.

5. Letters of notification will be mailed and signage will be placed on the property 15 days prior to the Commission meeting date.
6. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. Letter will be made available to the applicant as part of the Agenda packet. If the Commission approves the concept plan, the Council will take final action
7. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in items 4 and 5 above shall be repeated until all comments have been cleared.
8. Once the Commission approves the application, letters of notification will be mailed and signage posted for the Council Meeting.
9. If the Council approves the concept plan, an approval letter is sent to the applicant.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

CONCEPT PLAN CHECKLIST

All ordinance references are to the Subdivision Ordinance unless otherwise specified.

GENERAL

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Concept Plan ☐ Phasing Plan ☐ Parks Plan	Art II, Sec 21 (d)(1) Chp 13 of the Code of Ordinance
___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet.	Art II, Sec 21 (c)(4)
___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 21 (d)(1)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 21 (d)(1)
___ 5. FYI - All offsite easements are required to be recorded prior to the approval of the construction plans. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 21 (d)(1)

SHEET 1 – COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. <i>Subdivision Name</i> Concept Plan Project Number (This number will be assigned during the first review of the plan set)	Art II, Sec 21 (c)(2)
___ 2. Project information on the left side of the sheet including the following: ☐ Property owner name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Project agent, address, and phone number ☐ Filing date ☐ Property Zoning ☐ Future Land Use Category as identified on the Future Land Use Map	Art II, Sec 21 (c)(1)
___ 3. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 21 (d)(3)
___ 4. Index on the right side of the sheet name and number.	Art II, Sec 21 (d)(1)
___ 5. Table including the major categories of land use by acreage showing the compatibility of land use with the Comprehensive Plan.	Art II, Sec 21 (c)(7)
___ 6. Example cover sheet: Subdivision Name Concept Plan Project Number Project Information Location Sketch Index 1 of 1	Art II, Sec 21 (d)(1)
___ 7. Table including the total number of lots, acreage, breakdown of lots by proposed uses and reservations for all lots in the subdivision. Provide proposed densities for any residential development.	Art II, Sec 21 (d)(7)
___ 8. Provide any recommendations from the approved TIA (if applicable)	Art II, Sec 21 (d)(1)

SHEET 2 – CONCEPT PLAN

		Ordinance Reference
___ 1.	Scale 1" = some number of feet divisible by 10 (1" = 100, or if the plan is too large for a 24" X 36" sheet, 1" = 200')	Art II, Sec 21 (b)
___ 2.	A layout of the entire tract and its relationship to adjacent property, existing development and recorded plats.	Art II, Sec 21 (c)(4)
___ 3.	All owner's names, deed or plat references and property lines of property within two hundred (200) feet of the development boundaries, as determined by current tax rolls.	Art II, Sec 21 (c)(5)
___ 4.	Topographic contours at ten (10) foot intervals or less.	Art II, Sec 21 (c)(6)
___ 5.	Label the proposed major categories of land use by acreage showing compatibility of land use with the Master Plan.	Art II, Sec 21 (c)(7)
___ 6.	Identify the zoning of the property. Demonstrate compliance with the residential lot mix requirements listed below. These lot mix requirements shall apply to all new residential subdivisions except those served by on-site sewage treatment systems. For the purposes of this requirement, net acres shall mean the total acres of the subdivision minus the required parkland. ☐ Subdivisions between zero (0) and thirty (30) net acres shall not have a specific residential lot mix requirement. ☐ Subdivisions greater than thirty (30) and less than ninety (90) net acres shall include at least two (2) different residential use components each of which shall include at least twenty (20%) of the lots within the subdivision. ☐ Subdivisions greater than ninety (90) net acres shall include at least three (3) different residential use components each of which shall include at least twenty (20%) of the lots within the subdivision.	Art II, Sec 21 (a)(5)
___ 7.	Proposed number and size of residential and non-residential lots, tracts or parcels together with the estimated: ___ a. number of LUE's required for each category of lots; and ___ b. the traffic volume to be generated by all proposed development other than single-family.	Art II, Sec 21(c)(8)
___ 8.	Proposed and existing arterial and collector streets to serve the general area with ROW widths labeled. Does subdivision comply with the City of Leander Transportation Plan? (Y/N) If no, provide a letter of explanation. Adjacent boundary streets have adequate ROW.	Art II, Sec 21(c)(9)
___ 9.	Location of sites for parks, schools and other public uses, and all areas of common ownership.	Art II, Sec 21 (c)(10)
___ 10.	Significant drainage features and structures including any regulatory one hundred (100) year flood plains. If there is no one hundred (100) year flood plain on the property, a note on the plan indicating that there are no identified flood hazard areas in the planned area and cite the appropriate FEMA map as the reference.	Art II, Sec 21 (c)(11)
___ 11.	Significant features on or within 200 feet of the property such as railroads, roads, buildings, utilities and drainage structures.	Art II, Sec 21 (c)(12)
___ 12.	Approximate boundaries, development density and anticipated timing of proposed phases of development.	Art II, Sec 21 (c)(13)
___ 13.	Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within two hundred (200) feet of the property, which will require the establishment of reasonable design standards in excess of the established minimum standards or require a variance from those established minimum standards.	Art II, Sec 21 (c)(14)
___ 14.	Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses or is contiguous to the development's boundary.	Art II, Sec 21 (c)(15)
___ 15.	A proposed phasing plan for the development of future sections.	Art II, Sec 21 (c)(16)
___ 16.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plan.	Art III, Sec 45 (b)(2)(i)
___ 17.	Arrows demonstrating access to adjacent properties.	Art III, Sec 42 (b)(2)(ii)
___ 18.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including intersection sight distance, minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, etc.	Art II, Sec 21 (c)(9)

SHEET 3 – PHASING PLAN

		Ordinance Reference
___ 1.	A Phasing Plan is required for subdivision that include more than 30 lots or units. This plan shall demonstrate the phase boundaries of the subdivision.	Art II, Sec 20 (d)(ii)

___ 2.	The Phasing Plan shall contain timeframes in compliance with the term of the concept plan.	Art 13.12 of the Code of Ordinances
___ 3.	Phases shall be provided in sequential order and include all proposed subsections. Phases shall not create remnant tracts less than five acres in size.	Art 13.12 of the Code of Ordinances
___ 4.	Each phase shall illustrate the property to be included in each phase and the number of LUEs per phase. Phases shall include all required infrastructure and drainage facilities to support the phase without the development of the entire subdivision, and infrastructure for each phase shall fully serve each phase.	Art 13.12 of the Code of Ordinances

SHEET 3 – PARKS PLAN

___ 1.	If park improvements are proposed, the improvements meet the following criteria: ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence. ___ A note is shown on the final plat indicating that all proposed park improvements will meet <i>City Park & Facility Equipment Standards</i> and <i>U.S. Consumer Products Safety Commission - Publication 325</i>. ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.	Ordinance Reference Art IV, Sec 61
___ 2.	If private park land and/or facilities are proposed, they meet the following criteria: ___ Private parks are not proposed for land shown in the <i>City Parks, Recreation & Open Space Master Plan</i> as land to meet strategic needs for future parks and/or trails. ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions which are attached to this application. ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, and such covenant is attached to this application.	
___ 3.	If an alternative park plan is proposed, it meets the following criteria: ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated. ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation. ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.	
___ 4.	Provide a phasing table demonstrating compliance with the Ordinance	

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

FINAL APPROVAL

After the review is complete and staff has approved the concept plan, the concept plan may be scheduled for review by the Planning & Zoning Commission and City Council. A public hearing is required for approval of the concept plan. The Planning & Zoning Commission is a recommending body and will make a recommendation to the City Council. The City Council will take final action on the approval of the concept plan. The following documents are required to be submitted to schedule the plan for review by the Commission and Council.

- ☐ One 24" X 36" paper copy
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83)
Units: US Survey Feet

Projection: Texas State Plane – Central Zone (4203)

☐ PDF copy of the concept plan

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

(2) Subsection (a) of this section will become a permanent footnote on documents contained in city bid packets for discretionary contracts.

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

PUBLIC HEARING SIGNAGE REQUIREMENTS

I _____ AGREE TO POST PUBLIC NOTICE SIGNAGE IN ACCORDANCE WITH THE FOLLOWING RULES.

Signature

Name (printed)

Date

The applicant is required to place notification signs on the property in question notifying the public of the dates and times of the Planning & Zoning meeting and the City Council meeting. These signs must be visible on the property for both meetings. Signs must be placed on the property at least 15 days prior to the meeting dates, but not more than 30 days prior to the first meeting and shall remain until after the last public meeting date. The City of Leander shall provide these signs to the applicant for posting.

The yellow public hearing signs are to be posted on the subject property adjacent to all roadways at each corner of the development and at intervals not to exceed 300 feet.

The signs will include the following information.

Proposed

'PROJECT TYPE'

(i.e. Concept Plan, Re-Zone, Special Use Permit, Variance)

FOR

'PROJECT NAME & FILE # – SPECIFIC REQUEST'

PUBLIC HEARING

DATES/TIMES: _____

The owner or owner's agent is required to sign the affidavit provided with the signs indicating that signs will be posted in accordance with these Public Hearing Signage Requirements. Staff will check to determine if the signage is posted in accordance with requirements. Failure to post public hearing signage in accordance with requirements will result in invalid public notice and the applicant will be required to pay for new public notices, letter notices and signage fees and proceed through the notification again.

Project Name: _____

File #: _____
(City will assign)

CONCEPT PLAN & PRELIMINARY PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT A CONCEPT PLAN APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- The Concept Plan is the first step in the subdivision process that provides for the proposed land uses, major thoroughfares, general points of access, and traffic and utility information. The Concept Plan is required to include all adjacent and contiguous land, owned or controlled by the developer or the person, firm or corporation that sold the tract being developed to ensure the orderly planning of streets, utilities, drainage, and other public facilities.
- The Preliminary Plat is the second step in the subdivision process that provides for the proposed lots, street layout, utility layout, parks plan, and drainage.
- The Concept Plan and Preliminary Plat may be combined in to one submittal package when the subdivision meets the following criteria. If this option is selected, please use the Concept Plan & Preliminary Plat Application & Checklist.
 - No new road networks are proposed
 - The subdivision includes no more than 15 lots
 - The subdivision includes less than 30 acres
 - Alternative Review Procedure is selected
- A phasing plan is required to be reviewed concurrently with this application and approved prior to the approval of the Concept Plan and Preliminary Plat for subdivisions that include more than 30 units or lots.
- The Preliminary Plat may include either the entire subdivision as shown in the concept plan or an individual phase. Phases are not allowed to be reviewed concurrently unless they are part of a submittal that includes the entire subdivision.
- The Concept Plan and Preliminary Plat shall comply with the Comprehensive Plan. The zoning of the property is required to be approved prior to the submittal of the Concept Plan and Preliminary Plat.
- If a TIA is proposed, the review and approval of the TIA shall be completed concurrently with the submittal of the Concept Plan application. Include the TIA application and fees with this submittal. A scoping meeting with the City Engineer is required prior to submittal.
- Is this property located in Leander's ETJ in Williamson County? ☐ Yes ☐ No
- Is this property located within the Liberty Hill Wholesale Wastewater Service Area? ☐ Yes ☐ No
- Which school district is this property located in? ☐ LISD ☐ LHISD

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Contact both Travis and Williamson Counties to verify the proposed street names. Provide documentation confirm that they names are approved and reserved. Street names may not be duplicated in either database.
 - <http://www.wilco.org/CountyDepartments/GIS/Addressing/tabid/203/language/en-US/Default.aspx> links to the Williamson County Address Search Page (Please check current names and all reserved street names for all jurisdictions).
 - <https://data.austintexas.gov/Public-Safety/911-Addressing-Street-Name-Master-List/kumu-nbtd> links to the City of Austin 911 Addressing Street Name Master List
 - Compliance with geometry and other considerations incorporate portions of the Austin and Travis County Street Name Standards are available at http://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/street-naming-standards.pdf
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Fourteen sets of the Concept Plan & Preliminary Plat Document (24"X36" in size), collated and folded into fourths with the name of the subdivision showing.
	☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	4. Public Notification ○ Tax map(s) highlighting the subject property and showing the line extending 200 feet from property ○ List of property owners names, addresses, and the County Property Identification Number from the county appraisal district (www.wcad.org or www.traviscad.org) within 200 feet of the perimeter of the tract and ○ One set of mailing labels for notification of adjacent owners from (b) above (Two sets if the applicant uses the Standard Review Procedure). ○ County short ID # of subject property _____.
	☐	5. Public Hearing Signage document at the end of this checklist is signed and dated.
	☐	6. 8½" x 11" map demonstrating the proposed public notification sign locations
	☐	7. Existing deed restrictions or covenants (if applicable).
	☐	8. Certified tax certificate.
	☐	9. Annexation petition and letter requesting water and wastewater service where applicable
	☐	10. Documentation from <u>both</u> Williamson and Travis County 911/Addressing stating that all of the street names on the Preliminary Plat are approved and not duplicated in other areas of the counties.

- ☐ 11. If the subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
- ☐ 12. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____.
- ☐ 13. A letter of certification, if containing any 100-year floodplain within the ETJ or proposing on-site sewage treatment, that the plat has been submitted to the County Health District for review.
- ☐ 14. A copy of the application for flood plain map amendment or revision to FEMA if applicable.
- ☐ 15. Approved Drainage Study.
- ☐ 16. County short ID # of subject property: _____
- ☐ 17. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
- ☐ 18. Is a variance proposed? ☐ Yes ☐ No
If yes, provide the application with this submittal.
- ☐ 19. Planned Unit Development (PUD) information (if applicable)
 - Is this plan subject to a PUD? ☐ Yes ☐ No
If yes, provide the name: _____
 - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No
If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
- ☐ 20. Traffic Impact Analysis (TIA) information. Provide one of the following:
 - ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer.
 - ☐ Approved TIA – Provide the approved TIA or if an update is proposed provide the Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
- ☐ 21. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
- ☐ 22. Disk/USB with all submittal documents.
- ☐ 23. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

CONCEPT PLAN FEES

Filing Fee:	\$1,000.00
\$50 per lot or acre or portion thereof (whichever is greater):	\$ _____
GIS Mapping Fee:	\$ 50.00
Fire Code Review Fee:	\$ 50.00
System Reservation Fee for properties located within the Wholesale Wastewater Service Area (\$350/LUE)	\$ _____

PRELIMINARY PLAT FEES

Filing Fee:	\$ 400.00
\$6 per lot or acre or portion thereof (whichever is greater):	\$ _____
Owner Notification Fee – \$5.00 per owner notification (x 2 if the Standard Review Procedure is selected):	\$ _____
Notification Sign – \$30.00 per sign (1 sign at edge of the roadway frontage with signs no more than 300' apart along frontage):	\$ _____
Fire Code Review Fee:	\$ 50.00

OTHER FEES

Professional Recovery Fee:	\$ 250.00
----------------------------	-----------

TOTAL FEE (due at the time of application submission) **\$** _____

ADDITIONAL INFORMATION ABOUT FEES:

CONCURRENT REVIEWS:

- If this application is submitted concurrently with another application that requires public notice, only one public notice fee is required.

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All preliminary plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

CONCEPT PLAN & PRELIMINARY PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

The Alternative Review Procedure is required if concurrent reviews are proposed.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

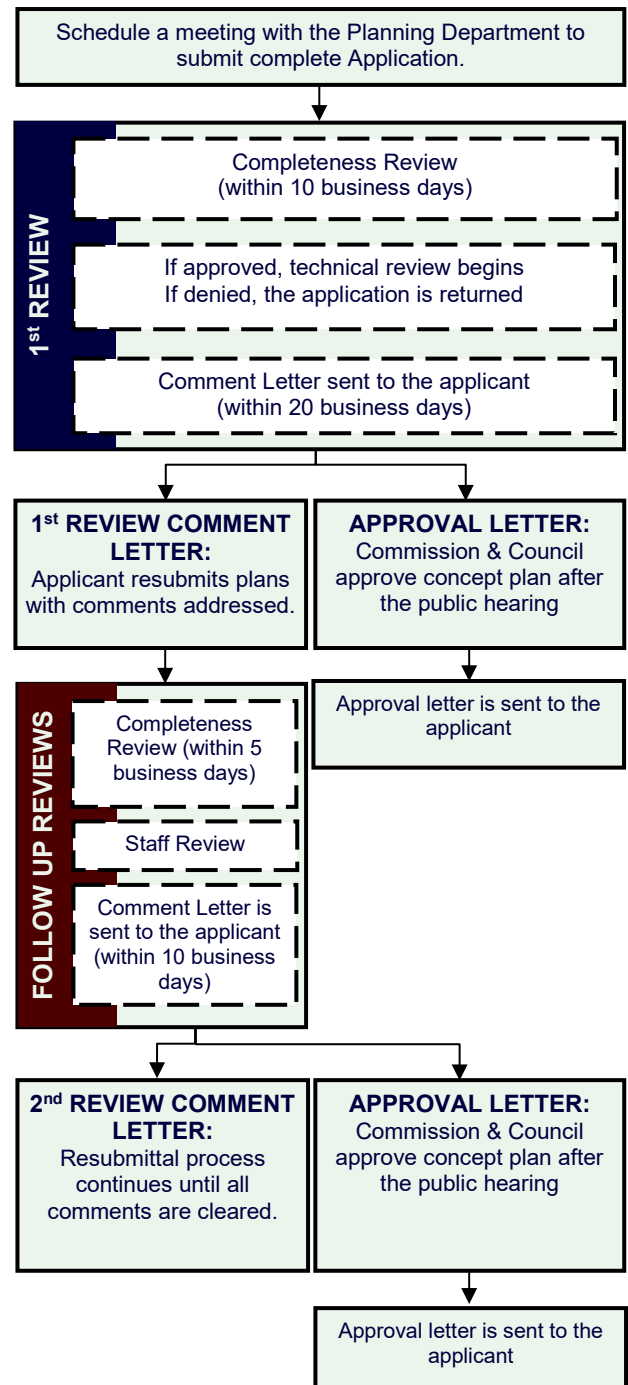
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Resubmittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the request will be placed on the next available Planning & Zoning Commission Agenda
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Preliminary Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. Once all comments are cleared, then the public hearing is scheduled. Letters of notification will be mailed and signage will be placed on the property 15 days prior to the Commission meeting date. The Commission and Council both review this request and take action.
8. Once the Commission & Council approve the concept plan, an approval letter is sent to the applicant.



STANDARD REVIEW PROCEDURE

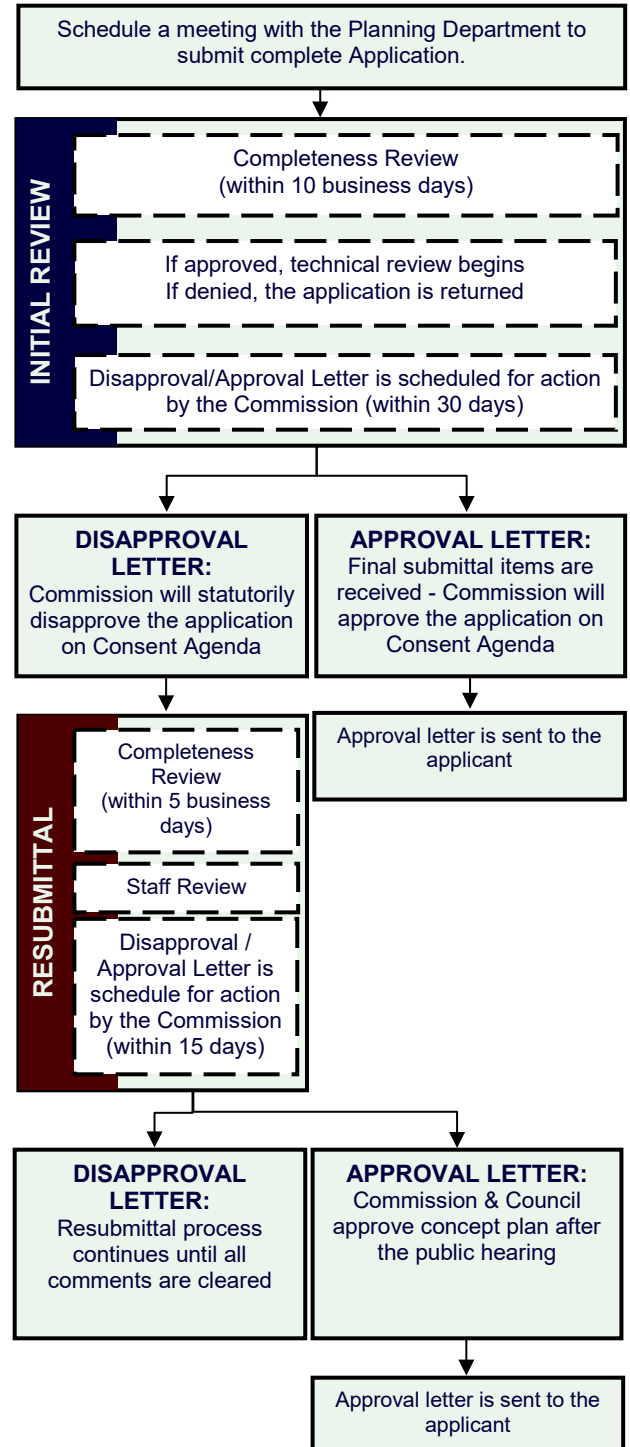
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).

2. A disapproval or approval letter will be generated within 30 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. Letter will be made available to the applicant as part of the Agenda packet.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Preliminary Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

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

4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the Commission will approve the preliminary plat on the consent agenda unless a public hearing is required or final approval by Council is required.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once all comments are cleared, then the public hearing is scheduled. Letters of notification will be mailed and signage will be placed on the property 15 days prior to the Commission meeting date. The Commission and Council both review this request and take action.
7. Once the Commission & Council approve the concept plan, an approval letter is sent to the applicant.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

CONCEPT PLAN & PRELIMINARY PLAT CHECKLIST

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

GENERAL

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Phasing Plan for the entire subdivision ☐ Concept Plan ☐ Existing Conditions ☐ Preliminary Plat – Include an overall sheet for the preliminary plat if the document is divided into sheets ☐ Improvements – Overall ☐ Drainage Plan ☐ Water Plan ☐ Wastewater Plan ☐ Tree Protection Plan ☐ Street Tree Plan (if street trees are proposed) ☐ Parks Plan	Art II, Sec 22 (c)(3)
___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet.	Art II, Sec 22 (c)(3)
___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 22 (c)(3)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 22 (c)(3)
___ 5. FYI - All offsite easements are required to be recorded prior to the approval of the construction plans. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 22 (d)(1)

SHEET 1 – COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The "Subdivision Name" shall match the concept plan. <i>Subdivision Name</i> Concept Plan & Preliminary Plat Project Number (This number will be assigned during the first review of the plan set)	Art II, Sec 22 (c)(1)(ii)
___ 2. Project information in the upper left corner including the following: ☐ Property owner name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Project agent, address, and phone number ☐ Filing date ☐ Property Zoning – This information may also need to be provided on the preliminary plat sheet if there are multiple zoning districts. A separate sheet for zoning will be required for properties zoned PUD. ☐ The total acreage of the property to be subdivided and the subtotals by land use. A lot summary table also needs to be provided including the lot count by land use. ☐ Future Land Use Category as identified on the Future Land Use Map	Art II, Sec 22 (c)(1)(i)
___ 3. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 22 (c)(1)(iv)
___ 4. Index on the right side of the sheet name and number.	Art II, Sec 22 (c)(3)

___ 5. Example cover sheet:

Subdivision Name		
Concept Plan & Preliminary Plat		
Project Number		
Project Information	Location Sketch	Index
1 of 1		

___ 6. A certification block signed and sealed by the project engineer.

___ 7. Provide any recommendations from the approved TIA (if applicable)

___ 8. Include the draft plat notes

General Plat Notes:

- ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas. (*inside City only*)
- ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander, Texas. (*ETJ only*)
- ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities.
- ☐ A Building Permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision. (*inside City only*)
- ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department.
- ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander.
- ☐ All easements on private property shall be maintained by the property owner or his or her assigns.
- ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines.
- ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # ___ for Williamson Co., effective ___ (Date) ___.
- ☐ Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance. (*inside City only*)
- ☐ Sidewalks shall be installed on both sides of [*insert street name(s)*] and the subdivision side of [*insert street name(s)*]. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.
- ☐ All utility lines must be located underground.
- ☐ This plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on _____ (Insert Approval Date)
- ☐ Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.

___ 9. Non-Residential & Multi-Family Plat Notes:

- ☐ All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.

Art II, Sec 22
(c)(3)

Art II, Sec 22
(c)(1)(vi)

Art II, Sec 22
(c)(3)

County

County

Art I, Sec 8 (b)

Art I, Sec 8 (b)

Art III, Sec 46
(b)

Art III, Sec 46
(b)

Art II, Sec 24
(c)(6)(vi)

Code of
Ordinances Art
3.10

Art II, Sec 24
(c)(6)(vii)

Art II, Sec 24
(c)(6)(vii)

Art III, Sec 47

Art II, Sec 24
(a) (2)

Art II, Sec 20
(j)

Art III, Sec 42
(h)

- ☐ Traffic Impact Analysis Note:
- ☐ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000.
- OR
- ☐ Include items required by the TIA as a plat note.

Code of Ordinances
10.03.003

___ 10. Single-Family & Two Family Plat Notes:

- ☐ No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
- ☐ The HOA will own and maintain the following lots: ___
- ☐ The HOA bylaws are recorded in the Official Public Records of ___ County, Texas under document number ____.
- ☐ The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.
- ☐ The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. *(which should be contained in a drainage easement).*
- ☐ If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided:

Transportation
Criteria Manual
5.3.1 J

Art IV, Sec
61(d)
Art IV, Sec
61(d)

Art III, Sec 41
(a)

Art III, Sec 41
(a)

Composite
Zoning
Ordinance

Art VI, Sec 8

A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat)

For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.

SHEET 2 – PHASING PLAN

Ordinance
Reference

- ___ 1. A Phasing Plan is required for subdivision that include more than 30 lots or units. This plan shall demonstrate the phase boundaries of the subdivision.
- ___ 2. The Phasing Plan shall contain timeframes in compliance with the term of the concept plan.
- ___ 3. Phases shall be provided in sequential order and include all proposed subsections. Phases shall not create remnant tracts less than five acres in size.
- ___ 4. Each phase shall illustrate the property to be included in each phase and the number of LUEs per phase. Phases shall include all required infrastructure and drainage facilities to support the phase without the development of the entire subdivision, and infrastructure for each phase shall fully serve each phase.
- ___ 5. Provide the approved phasing plan for the subdivision. Demonstrate that this submittal is in compliance with the plan.

Art II, Sec 20
(d)(ii)

Art 13.12 of
the Code of
Ordinances
Art 13.12 of
the Code of
Ordinances

Art 13.12 of
the Code of
Ordinances

Art 13.12 of
the code of
ordinances

SHEET 3 – CONCEPT PLAN

Ordinance
Reference

- ___ 1. Scale 1" = some number of feet divisible by 10 (1" = 100, or if the plan is too large for a 24" X 36" sheet, 1" = 200')
- ___ 2. A layout of the entire tract and its relationship to adjacent property, existing development and recorded plats.
- ___ 3. All owner's names, deed or plat references and property lines of property within two hundred (200) feet of the development boundaries, as determined by current tax rolls.
- ___ 4. Topographic contours at ten (10) foot intervals or less.

Art II, Sec 21
(b)

Art II, Sec 21
(c)(4)

Art II, Sec 21
(c)(5)

Art II, Sec 21
(c)(6)

___ 5. Label the proposed major categories of land use by acreage showing compatibility of land use with the Master Plan.	Art II, Sec 21 (c)(7)
___ 6. Identify the zoning of the property. Demonstrate compliance with the residential lot mix requirements listed below. These lot mix requirements shall apply to all new residential subdivisions except those served by on-site sewage treatment systems. For the purposes of this requirement, net acres shall mean the total acres of the subdivision minus the required parkland.	Art II, Sec 21 (a)(5)
i. Subdivisions between zero (0) and thirty (30) net acres shall not have a specific residential lot mix requirement.	
ii. Subdivisions greater than thirty (30) and less than ninety (90) net acres shall include at least two (2) different residential use components each of which shall include at least twenty (20%) of the lots within the subdivision.	
iii. Subdivisions greater than ninety (90) net acres shall include at least three (3) different residential use components each of which shall include at least twenty (20%) of the lots within the subdivision.	
___ 7. Proposed number and size of residential and non-residential lots, tracts or parcels together with the estimated:	Art II, Sec 21(c)(8)
___ a. number of LUE's required for each category of lots; and	
___ b. the traffic volume to be generated by all proposed development other than single-family.	
___ 8. Proposed and existing arterial and collector streets to serve the general area with ROW widths labeled. Does subdivision comply with the City of Leander Transportation Plan? (Y/N) If no, provide a letter of explanation. Adjacent boundary streets have adequate ROW.	Art II, Sec 21(c)(9)
___ 9. Location of sites for parks, schools and other public uses, and all areas of common ownership.	Art II, Sec 21 (c)(10)
___ 10. Significant drainage features and structures including any regulatory one hundred (100) year flood plains. If there is no one hundred (100) year flood plain on the property, a note on the plan indicating that there are no identified flood hazard areas in the planned area and cite the appropriate FEMA map as the reference.	Art II, Sec 21 (c)(11)
___ 11. Significant features on or within 200 feet of the property such as railroads, roads, buildings, utilities and drainage structures.	Art II, Sec 21 (c)(12)
___ 12. Approximate boundaries, development density and anticipated timing of proposed phases of development.	Art II, Sec 21 (c)(13)
___ 13. Identification of known exceptional topographical, cultural, historical, archaeological, hydrological and other physical conditions of the property to be developed, or existing within two hundred (200) feet of the property, which will require the establishment of reasonable design standards in excess of the established minimum standards or require a variance from those established minimum standards.	Art II, Sec 21 (c)(14)
___ 14. Location of City limit lines and/or outer border of the City's extra-territorial jurisdiction, as depicted on the City's most recent base map, if either such line traverses or is contiguous to the development's boundary.	Art II, Sec 21 (c)(15)
___ 15. A proposed phasing plan for the development of future sections.	Art II, Sec 21 (c)(16)
___ 16. Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plan.	Art III, Sec 45 (b)(2)(i)
___ 17. Arrows demonstrating access to adjacent properties.	Art III, Sec 42 (b)(2)(ii)
___ 18. Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including intersection sight distance, minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, etc.	Art II, Sec 21 (c)(9)

SHEET 4 – EXISTING CONDITIONS

	Ordinance Reference
___ 1. The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.	Art II, Sec 22 (c)(2)(i)
___ 2. The location of existing water courses, dry creek beds, wells, sinkholes and other similar topographic features.	Art II, Sec 22 (c)(2)(ii)
___ 3. Centerline of water courses, creeks, existing drainage structures and other pertinent data shall be shown. Provide all assumptions including drainage reports, models, spreadsheets, and other required elements.	Art II, Sec 22 (c)(2)(iii)
___ 4. Areas subject to flooding delineating the regulatory one hundred (100) year floodplain, and any other floodplains identified in the City's Master Drainage Plan.	Art II, Sec 22 (c)(2)(iv)
___ 5. Topographic data indicating two (2) foot contour intervals for slopes up to 10% and five (5) foot contour intervals for slopes exceeding 10%. The contoured area shall extend outward from the property boundary for a distance of two hundred (200) feet.	Art II, Sec 22 (c)(2)(v)
___ 6. Locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto.	Art II, Sec 22 (c)(2)(vi)

___ 7.	Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within or near the subdivision.	Art II, Sec 22 (c)(2)(vii)
___ 8.	Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of one thousand (1,000) feet of the subdivision boundary.	Art II, Sec 22 (c) (2) (vii)
___ 9.	Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat).	Art II, Sec 22 (c) (2) (vii)
___ 10.	The location of City limit lines and/or extra-territorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary.	Art II, Sec 22 (c) (2) (viii)
___ 11.	Watershed information is provided (if applicable): ___ Watershed information is provided (if applicable): ___ Lake Travis watershed report provided to LCRA. ___ Edward's recharge zone report provided to TCEQ. ___ Edward's contributing zone report provided to TCEQ.	Art III, Sec 41
___ 12.	Identify all required Buffer Zones.	Art III, Sec 49
___ 13.	Existing drainage presented with all assumptions. This shall include elements such as drainage reports, models, spreadsheets, and any other required elements.	Art II, Sec 23 (c) (3) (iv)
___ 14.	Existing Utility networks presented in an individual plat-sheet such as: water plan, wastewater plan, etc.	Art II, Sec 23 (c) (3) (vii)

SHEET 5 – PRELIMINARY PLAT

		Ordinance Reference
___ 1.	The date, scale (1"=100), and north indicator.	Art II, Sec 22 (c)(1)(iii)
___ 2.	The owners' names, deed or plat references and property lines for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 22 (c)(1)(v)
___ 3.	Provide a table including the street name and linear feet.	Art II, Sec 22 (c)(2)(vii)
___ 4.	Provide a secondary access for all subdivisions greater than thirty (30) lots unless otherwise approved by the Fire Department. The secondary access shall be constructed in accordance with the current Fire Code and City Standard Details and Specifications.	Art III, Sec 42 (i)
___ 5.	Identify the zoning of the property. A separate sheet may be required for PUD.	Art II, Sec 22 (2)(ix)
___ 6.	Numbers to identify each lot and block.	Art III, Sec 45
___ 7.	The lengths of each proposed property line of all lots. The area of each non-rectangular lot shall be provided.	Art III, Sec 45 (b)(1)
___ 8.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including intersection sight distance, minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, curb return radii, etc.	TCM
___ 9.	Proposed final plat section boundaries within the preliminary plat if more than one section is proposed.	Art II, Sec 22 (c)(1)(ii)
___ 10.	Except for SFR zoning districts, residential blocks do not exceed a perimeter length of three thousand five hundred (3,500) feet, and residential blocks in SFR zoning districts do not exceed a perimeter length of six thousand (6,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 11.	Blocks along arterial streets and blocks containing or proposed to contain primarily commercial or industrial uses do not exceed a perimeter length of four thousand (4,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 12.	Blocks are wide enough to accommodate two tiers of lots except for blocks adjacent to major streets, railroads, waterways or other topographical features prohibiting a second lot tier.	Art III, Sec 45 (a)
___ 13.	If inside the City, lot sizes and dimensions as well as proposed use are in conformance with the Composite Zoning Ordinance. Lots to be served by septic systems shall be a minimum of one acre in area if on a public water supply, two acres if served by an on-site private well, located in areas with steep topography, floodplain, or other natural features, and conform to the County or LCRA regulations based on percolation tests and soil analysis.	Art III, Sec 45 (b)(2)
___ 14.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 15.	All lots front on a public roadway.	Art III, Sec 45 (b)(8)

___ 16.	Lots are arranged so that all lots face similar lots across the street.	Art III, Sec 45 (b)(9)(ii)
___ 17.	Wherever feasible, single family and two family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)(ii)
___ 18.	There are no single family or two family double frontage lots except where one of the frontages is to an arterial street.	Art III, Sec 45 (b)(10)
___ 19.	Single family and two family residential corner lots on unequal class streets have access only to the street with the lower classification and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(11)
___ 20.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions: ___ Driveways would be located no closer than permitted by the Transportation Criteria Manual. ___ The minimum width of the flag lot is no less than twenty five (25) feet. ___ The narrow portion of the lot is dedicated as a common driveway access easement. ___ No more than two "flag" lots are located side by side. ___ The Fire Chief has no objection to the lot layout. ___ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	Art III, Sec 45 (b)(8)
___ 21.	A note is provided limiting access to a specified roadway if required.	Art III Sec 45 (b)(11)
___ 22.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 22 (c)(2)(vii)
___ 23.	A note is shown on the plan stating that all homes built on lots siding or backing up to a major arterial roadway are required to be constructed to Type A architectural standards. The lot and block numbers of such lots are identified in the note.	Composite Zoning Art III
___ 24.	A statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat as found on the title policy or discovered with a title search prepared for the most recent purchase of property.	Art II, Sec 22 (c)(2)
___ 25.	Local streets have been designed so as to calm traffic and discourage "cut through" traffic as follows: a) Residential collector streets shall be preferred over neighborhood collector streets in proposed residential areas. b) Straight sections of local streets and collector streets with single family or two family lots fronting on them shall not exceed one thousand three hundred (1,300) feet in length unless other traffic calming design is utilized as approved by the City or unless such design is approved by the City Engineer.	Art III, Sec 42 (b)(2)(ii)
___ 26.	Streets extend to the boundary lines of the tract as necessary for eventual extension to the adjacent tract(s) to do not, in general, exceed the limits defined by this ordinance and to provide access to adjacent property.	Art III, Sec 42 (b)(2)(iii)
___ 27.	Provisions have been made for the appropriate extension of existing and proposed streets. Streets intended to be extended from an adjacent tract have been extended.	Art III, Sec 42 (b)(2)(iii)
___ 28.	Street right-of-way is shown to be dedicated with the plat for the full length and/or width of the lots in the section of the subdivision adjacent to such street, unless otherwise approved by the City Engineer.	Art III, Sec 42 (b)(2)(v)
___ 29.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 42 (b)(2)(i)
___ 30.	The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions.	Art II, Sec 22 (c)(3)(iii)
___ 31.	Identify the location and species of street trees for each street within the preliminary plat.	Art II, Sec 22 (c)(3)(vi)
___ 32.	Identify Type A, B, and C Streets that are located within Employment Mixed Use, Neighborhood Center, Community Center, or Activity Center designations as identified by the Comprehensive Plan. One Type A street is required per quadrant.	Art II, Sec 22 (c)(3)(viii)
___ 33.	Provide a street connection, pedestrian connection, and bicycle connection to adjacent properties within each subdivision located in an Activity Center, Community Center, or Employment Mixed Use Area. Residential subdivision within Neighborhood Centers shall provide either a pedestrian connection or bicycle path.	Art II, Sec 42 (b)(3)(iii)
___ 34.	Identify all shared use drives and necessary access easements as required by the Access Management standards listed in Article V of the Composite Zoning Ordinance.	Art II, Sec 22 (c)(3)(ix)
___ 35.	Is conduit necessary to provide fiber to public facilities?	Art II, Sec 22 (c)(3)(iii)

SHEET 6 – IMPROVEMENTS

Ordinance
Reference

___ 1.	The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on <u>and</u> off the site.	Art II, Sec 22 (c)(4)
___ 2.	The locations, sizes and descriptions of all proposed water and wastewater utilities, including but not limited to wastewater lines, lift stations, water lines, and water storage tanks. Water, wastewater, transportation, and drainage improvements shall be extended to the perimeter of the development.	Art IV, Sec 60 (b)
___ 3.	Provide preliminary vertical profiles for roadways with extreme topography.	Art II, Sec 22 (c)(4)(vi)
___ 4.	Identify all required drainage improvements. This shall include a comparison with existing conditions normally contained within a drainage report, model, spreadsheet, or other engineering method to show feasibility of the intended design. Of note that any interaction with the floodplain must be explicitly identified in this process.	Art II, Sec 22 (c)(4)
___ 5.	Label the static pressure for the highest and lowest lot in the subdivisions and include any require PRVs. The highest lot should be based on mid tank condition and the lowest lot should be based on full tank condition.	Art II, Sec 22 (c)(5)(ii)
___ 6.	Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.	Art II, Sec 22 (c)(5)(ii)

SHEET 7 – TREE PROTECTION PLAN

- ___ 1. Required Items for Tree Protection Plan:
- ☐ Tree survey prepared within the past 5 years of the application date with the street and lot layout superimposed at a scale of 1"=100' (or as appropriate). This plan shall demonstrate the lot lines and street layouts have been designed and located and that lot width, depth, and size flexibility (as permitted by the zoning) has been utilized to the maximum extent necessary to retain the maximum number of significant and heritage trees possible.
 - ☐ Trees to be preserved shall be identified with a solid black circle. Trees to be removed shall be identified with a dashed black circle. Use red to indicate trees proposed for removal and green for trees proposed to be protected.
 - ☐ A separate sheet shall be provided that demonstrates the location of all heritage trees. All heritage trees that are proposed for removal shall be identified with a red dashed circle and trees proposed to be protected with a green circle. All tree ID numbers shall be provided within the circle to clearly identify the tree as listed in the tree list.
 - ☐ The tree list shall be provided that includes all of the trees that were surveyed except for cedars, bois d'arc, hackberry, and other trees that are not considered to be significant trees by the ordinance. This tree list shall be formatted as follows. Highlight all rows that include the proposed removal of a heritage tree.

Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal
####	Live Oak	29"		29"	Y	
####	Cedar Elm	18"	18"			
####	Live Oak	32"	32"		Y	

- ☐ A table shall be provided that summarizes the total number of trees protected, removed, and the percentages.
 - ☐ Approval of removal permits shall be based on the following:
 - a. Tree size/number of trunks;
 - b. Tree health and viability;
 - c. Tree location;
 - d. Other Significant and Heritage Trees to be preserved on site; and
 - e. Whether all reasonable efforts have been made to design the project in a way to preserve Significant and Heritage Trees on site.
- ___ 2. Tree Mitigation Requirements:
- ☐ Up to fifty (50%) percent of Significant Trees between eight (8) and twenty-six (26) caliper inches may be removed without mitigation for single-family and two- family subdivisions.
- ___ 3. Significant Tree Removal Permit
- ☐ The Director of Planning may issue a tree removal permit for the removal of Significant Trees to the owner of a property that is zoned or otherwise authorized and actively used for agricultural purposes if it is demonstrated that the tree removal is for a legitimate agricultural purpose. The tree mitigation requirements of this ordinance shall not apply to such permits. If the property is rezoned or otherwise converted to a non-agricultural use within three years of the issuance of the tree removal permit the owner of the property shall be required to meet the tree mitigation requirements of this ordinance.
 - ☐ Removal of Significant Trees greater than eighteen (18) caliper inches requires the approval of the Planning & Zoning Commission or the approval of an alternative tree preservation plan as described

Ordinance
Reference

Art II, Sec 22
(c)(2)(iii)

Art II, Sec 22
(c)(2)(iii)

Art II, Sec 22
(c)(2)(iii)

in this ordinance for projects other than single-family or two-family.

- ___ 4. Mitigation for the removal of a Heritage or Significant Tree
- ☐ The removal of Heritage and Significant Trees shall require mitigation using the calculations and procedures defined below. Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment-in-lieu of replacement trees if approved by the Planning Director when on-site replacement is not possible or practical.
 - a. Mitigation shall be required at a 1:1 caliper inch basis for significant trees between eight (8) and eighteen (18) caliper inches.
 - b. 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.
 - c. 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.
 - d. If payment in lieu of replacement trees is approved by the Planning Director, the fee shall be equal to one hundred fifty dollars (\$150) per caliper inch of replacement tree.
- ___ 5. Replacement Trees
- ☐ Replacement trees shall be a minimum of two (2) caliper inches and identified on the City of Leander preferred plant list or included in the Grow Green Guide for Native and Adaptive Landscape Plants published by the City of Austin Watershed Protection and Texas A&M AgriLife Extension, as amended from time to time. The tree protection plan is required to be approved by the Director of Planning prior to submission of a preliminary plat application.

Art II, Sec 22
(c)(2)(iii)

Art II, Sec 22
(c)(2)(iii)

SHEET 8 – PARKS PLAN

Ordinance
Reference

- ___ 1. If park improvements are proposed, the improvements meet the following criteria:
- ___ Proposed park improvements are listed on the preliminary plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
 - ___ A note is shown on the preliminary plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
 - ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.
- ___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:
- ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
 - ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
 - ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.
- ___ 3. If an alternative park plan is proposed, it meets the following criteria:
- ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
 - ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
 - ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.
- ___ 4. Provide a phasing table demonstrating compliance with the Ordinance

Art IV, Sec 61

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

PLANNING & ZONING COMMISSION

In order to schedule the preliminary plat for review by the Planning & Zoning Commission, the following items will be required to be submitted.

- ☐ One 24" X 36" paper copies
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203)

Units: US Survey Feet

- ☐ PDF copy of the concept plan & preliminary plat

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

PRELIMINARY PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT A PRELIMINARY PLAT APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- The Preliminary Plat is the second step in the subdivision process that provides for the proposed lots, street layout, utility layout, parks plan, and drainage.
- **An approved Concept Plan & Phasing Plan are required prior to the submission of a Preliminary Plat.**
- The Preliminary Plat may include either the entire subdivision as shown in the concept plan or an individual phase. Phases are not allowed to be reviewed concurrently unless they are part of a submittal that includes the entire subdivision.
- If an update to the TIA is necessary, please coordinate a scoping meeting with the City Engineer prior to submittal for review.
- If an amendment to the phasing plan is proposed, it needs to be approved prior to the submittal of the preliminary plat.
- Is this property located in Leander's ETJ in Williamson County? ☐ Yes ☐ No
- Is this property located within the Liberty Hill Wholesale Wastewater Service Area? ☐ Yes ☐ No
- Which school district is this property located in? ☐ LISD ☐ LHISD

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Contact both Travis and Williamson Counties to verify the proposed street names. Provide documentation confirm that they names are approved and reserved. Street names may not be duplicated in either database.
 - <http://www.wilco.org/CountyDepartments/GIS/Addressing/tabid/203/language/en-US/Default.aspx> links to the Williamson County Address Search Page (Please check current names and all reserved street names for all jurisdictions).
 - <https://data.austintexas.gov/Public-Safety/911-Addressing-Street-Name-Master-List/kumu-nbtd> links to the City of Austin 911 Addressing Street Name Master List
 - Compliance with geometry and other considerations incorporate portions of the Austin and Travis County Street Name Standards are available at http://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/street-naming-standards.pdf
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
		☐ 1. Completed and Signed Application & Checklist with the owner's original signatures. ☐ 2. Fourteen sets of the Concept Plan Document (24"X36" in size), collated and folded into fourths with the name of the subdivision showing. ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required. ☐ 4. Existing deed restrictions or covenants (if applicable). ☐ 5. Certified tax certificate. ☐ 6. Annexation petition and letter requesting water and wastewater service where applicable ☐ 7. Documentation from <u>both</u> Williamson and Travis County 911/Addressing stating that all of the street names on the Preliminary Plat are approved and not duplicated in other areas of the counties. ☐ 8. If the subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property. ☐ 9. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____. ☐ 10. A letter of certification, if containing any 100-year floodplain within the ETJ or proposing on-site sewage treatment, that the plat has been submitted to the County Health District for review. ☐ 11. A copy of the application for flood plain map amendment or revision to FEMA if applicable. ☐ 12. Approved Drainage Study. ☐ 13. County short ID # of subject property: _____ ☐ 14. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property. ☐ 15. Is a variance proposed? ☐ Yes ☐ No If yes, provide the application with this submittal. ☐ 16. Planned Unit Development (PUD) information (if applicable) - Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____ ☐ 17. Traffic Impact Analysis (TIA) information. Provide one of the following: ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer. ☐ Approved TIA – Provide the approved TIA or if an update is proposed provide the Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal. ☐ 18. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report. ☐ 19. Disk/USB with all submittal documents. ☐ 20. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$1,000.00
\$50 per lot or acre or portion thereof (whichever is greater):	\$ _____
GIS Mapping Fee:	\$ 50.00
Fire Code Review Fee:	\$ 50.00
System Reservation Fee for properties located within the Wholesale Wastewater Service Area (\$350/LUE)	\$ _____
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission) \$	

ADDITIONAL INFORMATION ABOUT FEES:

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All preliminary plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PRELIMINARY PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

If Heritage Tree Removal is proposed with this application, the preliminary plat will also need to be approved by the Council.

The Alternative Review Procedure is required if concurrent reviews are proposed.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

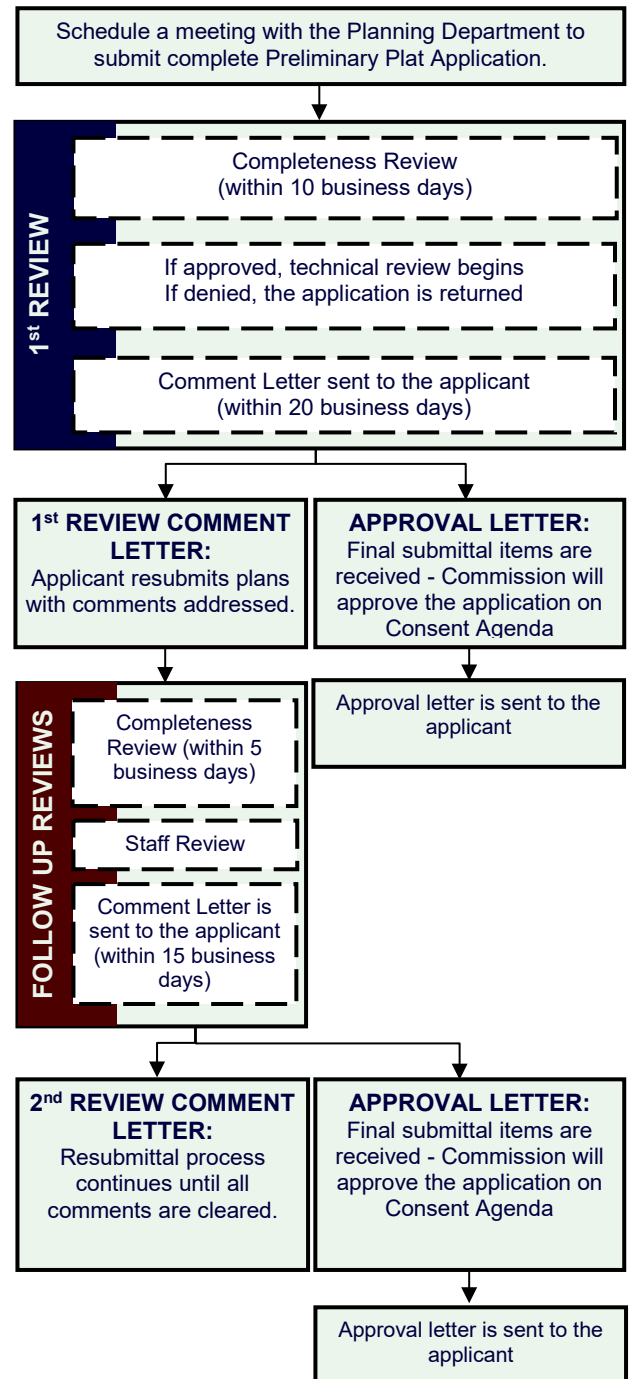
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated Preliminary Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Resubmittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 15 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the request will be placed on the next available Planning & Zoning Commission Agenda
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Preliminary Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. Once the Commission approves the preliminary plat, the applicant will receive an approval letter.
8. If Heritage Tree removal is proposed, the Council will also have to review the application.



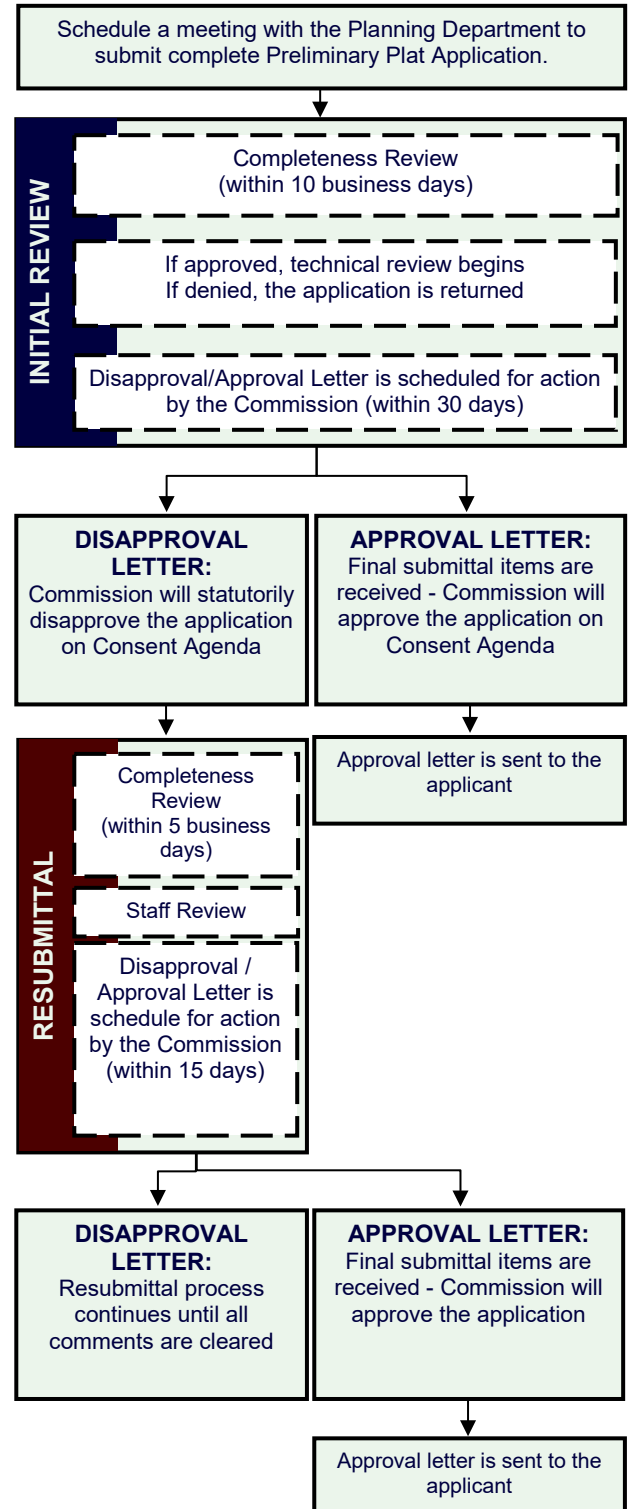
STANDARD REVIEW PROCEDURE

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).

2. A disapproval or approval letter will be generated within 30 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. Letter will be made available to the applicant as part of the Agenda packet.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Preliminary Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

If the items above are not provided, the re-submittal will be NOT be accepted.
4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the Commission will approve the preliminary plat on the consent agenda unless a public hearing is required or final approval by Council is required.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once the Commission approves the preliminary plat, the applicant will receive an approval letter.
7. If Heritage Tree removal is proposed, the Council will also have to review the application.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

PRELIMINARY PLAT CHECKLIST

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

GENERAL

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Approved Concept Plan ☐ Approved Phasing Plan for the entire subdivision ☐ Existing Conditions ☐ Preliminary Plat – Include an overall sheet for the preliminary plat if the document is divided into sheets ☐ Improvements – Overall ☐ Drainage Plan ☐ Water Plan ☐ Wastewater Plan ☐ Including utilities and drainage ☐ Tree Protection Plan ☐ Street Tree Plan (if street trees are proposed) ☐ Parks Plan	Art II, Sec 22 (c)(3)
___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet.	Art II, Sec 22 (c)(3)
___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 22 (c)(3)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 22 (c)(3)
___ 5. FYI - All offsite easements are required to be recorded prior to the approval of the construction plans. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 22 (d)(1)

SHEET 1 – COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The "Subdivision Name" shall match the concept plan. Subdivision Name Preliminary Plat Project Number (This number will be assigned during the first review of the plan set)	Art II, Sec 22 (c)(1)(ii)
___ 2. Project information in the upper left corner including the following: ☐ Property owner name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Project agent, address, and phone number ☐ Filing date ☐ Property Zoning – This information may also need to be provided on the preliminary plat sheet if there are multiple zoning districts. A separate sheet for zoning will be required for properties zoned PUD. ☐ The total acreage of the property to be subdivided and the subtotals by land use. A lot summary table also needs to be provided including the lot count by land use. ☐ Future Land Use Category as identified on the Future Land Use Map	Art II, Sec 22 (c)(1)(i)
___ 3. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 22 (c)(1)(iv)
___ 4. Index on the right side of the sheet name and number.	Art II, Sec 22 (c)(3)

___ 5. Example cover sheet:

Subdivision Name Preliminary Plat Project Number		
Project Information	Location Sketch	Index

Art II, Sec 22
(c)(3)

___ 6. A certification block signed and sealed by the project engineer.

Art II, Sec 22
(c)(1)(vi)

___ 7. Provide any recommendations from the approved TIA (if applicable)

Art II, Sec 22
(c)(3)

___ 8. Include the draft plat notes

General Plat Notes:

- ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas.
(*inside City only*)
- ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander, Texas.
(*ETJ only*)
- ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities.
- ☐ A Building Permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision. (*inside City only*)
- ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department.
- ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander.
- ☐ All easements on private property shall be maintained by the property owner or his or her assigns.
- ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines.
- ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # ___ for Williamson Co., effective ___ (Date) ___.
- ☐ Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance. (*inside City only*)
- ☐ Sidewalks shall be installed on both sides of [*insert street name(s)*] and the subdivision side of [*insert street name(s)*]. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.
- ☐ All utility lines must be located underground.
- ☐ This plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on _____ (Insert Approval Date)
- ☐ Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.

County

County

Art I, Sec 8 (b)

Art I, Sec 8 (b)

Art III, Sec 46
(b)

Art III, Sec 46
(b)

Art II, Sec 24
(c)(6)(vi)

Code of
Ordinances Art
3.10

Art II, Sec 24
(c)(6)(vii)

Art II, Sec 24
(c)(6)(vii)

Art III, Sec 47

Art II, Sec 24
(a) (2)

Art II, Sec 20
(j)

___ 9. Non-Residential & Multi-Family Plat Notes:

- ☐ All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.

Art III, Sec 42
(h)

- ☐ Traffic Impact Analysis Note:
- ☐ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000.
- OR
- ☐ Include items required by the TIA as a plat note.

Code of Ordinances
10.03.003

___ 10. Single-Family & Two Family Plat Notes:

- ☐ No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
- ☐ The HOA will own and maintain the following lots: ___
- ☐ The HOA bylaws are recorded in the Official Public Records of ___ County, Texas under document number _____.
- ☐ The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.
- ☐ The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. *(which should be contained in a drainage easement).*
- ☐ If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided:

Transportation
Criteria Manual
5.3.1 J

Art IV, Sec
61(d)
Art IV, Sec
61(d)

Art III, Sec 41
(a)

Art III, Sec 41
(a)

Composite
Zoning
Ordinance

Art VI, Sec 8

A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat)

For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.

SHEET 2 – APPROVED CONCEPT PLAN

Ordinance
Reference

- ___ 1. Provide the approved concept plan.

Art II, Sec 22
(c)(1)

SHEET 3 – APPROVED PHASING PLAN

Ordinance
Reference

- ___ 1. Provide the approved phasing plan for the subdivision. Demonstrate that this submittal is in compliance with the plan.

Art 13.12 of
the code of
ordinances

SHEET 4 – EXISTING CONDITIONS

Ordinance
Reference

- ___ 1. The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.
- ___ 2. The location of existing water courses, dry creek beds, wells, sinkholes and other similar topographic features.
- ___ 3. Centerline of water courses, creeks, existing drainage structures and other pertinent data shall be shown. Provide all assumptions including drainage reports, models, spreadsheets, and other required elements.
- ___ 4. Areas subject to flooding delineating the regulatory one hundred (100) year floodplain, and any other floodplains identified in the City's Master Drainage Plan.
- ___ 5. Topographic data indicating two (2) foot contour intervals for slopes up to 10% and five (5) foot contour intervals for slopes exceeding 10%. The contoured area shall extend outward from the property boundary for a distance of two hundred (200) feet.
- ___ 6. Locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto.

Art II, Sec 22
(c)(2)(i)

Art II, Sec 22
(c)(2)(ii)

Art II, Sec 22
(c)(2)(iii)

Art II, Sec 22
(c)(2)(iv)

Art II, Sec 22
(c)(2)(v)

Art II, Sec 22
(c)(2)(vi)

___ 7.	Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within or near the subdivision.	Art II, Sec 22 (c)(2)(vii)
___ 8.	Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of one thousand (1,000) feet of the subdivision boundary.	Art II, Sec 22 (c) (2) (vii)
___ 9.	Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat).	Art II, Sec 22 (c) (2) (vii)
___ 10.	The location of City limit lines and/or extra-territorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary.	Art II, Sec 22 (c) (2) (viii)
___ 11.	Watershed information is provided (if applicable): ___ Watershed information is provided (if applicable): ___ Lake Travis watershed report provided to LCRA. ___ Edward's recharge zone report provided to TCEQ. ___ Edward's contributing zone report provided to TCEQ.	Art III, Sec 41
___ 12.	Identify all required Buffer Zones.	Art III, Sec 49
___ 13.	Existing drainage presented with all assumptions. This shall include elements such as drainage reports, models, spreadsheets, and any other required elements.	Art II, Sec 23 (c) (3) (iv)
___ 14.	Existing Utility networks presented in an individual plat-sheet such as: water plan, wastewater plan, etc.	Art II, Sec 23 (c) (3) (vii)

SHEET 5 – PRELIMINARY PLAT

		Ordinance Reference
___ 1.	The date, scale (1"=100), and north indicator.	Art II, Sec 22 (c)(1)(iii)
___ 2.	The owners' names, deed or plat references and property lines for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 22 (c)(1)(v)
___ 3.	Provide a table including the street name and linear feet.	Art II, Sec 22 (c)(2)(vii)
___ 4.	Provide a secondary access for all subdivisions greater than thirty (30) lots unless otherwise approved by the Fire Department. The secondary access shall be constructed in accordance with the current Fire Code and City Standard Details and Specifications.	Art III, Sec 42 (i)
___ 5.	Identify the zoning of the property. A separate sheet may be required for PUD.	Art II, Sec 22 (2)(ix)
___ 6.	Numbers to identify each lot and block.	Art III, Sec 45
___ 7.	The lengths of each proposed property line of all lots. The area of each non-rectangular lot shall be provided.	Art III, Sec 45 (b)(1)
___ 8.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including intersection sight distance, minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, curb return radii, etc.	TCM
___ 9.	Proposed final plat section boundaries within the preliminary plat if more than one section is proposed.	Art II, Sec 22 (c)(1)(ii)
___ 10.	Except for SFR zoning districts, residential blocks do not exceed a perimeter length of three thousand five hundred (3,500) feet, and residential blocks in SFR zoning districts do not exceed a perimeter length of six thousand (6,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 11.	Blocks along arterial streets and blocks containing or proposed to contain primarily commercial or industrial uses do not exceed a perimeter length of four thousand (4,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 12.	Blocks are wide enough to accommodate two tiers of lots except for blocks adjacent to major streets, railroads, waterways or other topographical features prohibiting a second lot tier.	Art III, Sec 45 (a)
___ 13.	If inside the City, lot sizes and dimensions as well as proposed use are in conformance with the Composite Zoning Ordinance. Lots to be served by septic systems shall be a minimum of one acre in area if on a public water supply, two acres if served by an on-site private well, located in areas with steep topography, floodplain, or other natural features, and conform to the County or LCRA regulations based on percolation tests and soil analysis.	Art III, Sec 45 (b)(2)
___ 14.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 15.	All lots front on a public roadway.	Art III, Sec 45 (b)(8)

___ 16.	Lots are arranged so that all lots face similar lots across the street.	Art III, Sec 45 (b)(9)(ii)
___ 17.	Wherever feasible, single family and two family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)(ii)
___ 18.	There are no single family or two family double frontage lots except where one of the frontages is to an arterial street.	Art III, Sec 45 (b)(10)
___ 19.	Single family and two family residential corner lots on unequal class streets have access only to the street with the lower classification and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(11)
___ 20.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions: ___ Driveways would be located no closer than permitted by the Transportation Criteria Manual. ___ The minimum width of the flag lot is no less than twenty five (25) feet. ___ The narrow portion of the lot is dedicated as a common driveway access easement. ___ No more than two "flag" lots are located side by side. ___ The Fire Chief has no objection to the lot layout. ___ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	Art III, Sec 45 (b)(8)
___ 21.	A note is provided limiting access to a specified roadway if required.	Art III Sec 45 (b)(11)
___ 22.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 22 (c)(2)(vii)
___ 23.	A note is shown on the plan stating that all homes built on lots siding or backing up to a major arterial roadway are required to be constructed to Type A architectural standards. The lot and block numbers of such lots are identified in the note.	Composite Zoning Art III
___ 24.	A statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat as found on the title policy or discovered with a title search prepared for the most recent purchase of property.	Art II, Sec 22 (c)(2)
___ 25.	Local streets have been designed so as to calm traffic and discourage "cut through" traffic as follows: a) Residential collector streets shall be preferred over neighborhood collector streets in proposed residential areas. b) Straight sections of local streets and collector streets with single family or two family lots fronting on them shall not exceed one thousand three hundred (1,300) feet in length unless other traffic calming design is utilized as approved by the City or unless such design is approved by the City Engineer.	Art III, Sec 42 (b)(2)(ii)
___ 26.	Streets extend to the boundary lines of the tract as necessary for eventual extension to the adjacent tract(s) to do not, in general, exceed the limits defined by this ordinance and to provide access to adjacent property.	Art III, Sec 42 (b)(2)(iii)
___ 27.	Provisions have been made for the appropriate extension of existing and proposed streets. Streets intended to be extended from an adjacent tract have been extended.	Art III, Sec 42 (b)(2)(iii)
___ 28.	Street right-of-way is shown to be dedicated with the plat for the full length and/or width of the lots in the section of the subdivision adjacent to such street, unless otherwise approved by the City Engineer.	Art III, Sec 42 (b)(2)(v)
___ 29.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 42 (b)(2)(i)
___ 30.	The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions.	Art II, Sec 22 (c)(3)(iii)
___ 31.	Identify the location and species of street trees for each street within the preliminary plat.	Art II, Sec 22 (c)(3)(vi)
___ 32.	Identify Type A, B, and C Streets that are located within Employment Mixed Use, Neighborhood Center, Community Center, or Activity Center designations as identified by the Comprehensive Plan. One Type A street is required per quadrant.	Art II, Sec 22 (c)(3)(viii)
___ 33.	Provide a street connection, pedestrian connection, and bicycle connection to adjacent properties within each subdivision located in an Activity Center, Community Center, or Employment Mixed Use Area. Residential subdivision within Neighborhood Centers shall provide either a pedestrian connection or bicycle path.	Art II, Sec 42 (b)(3)(iii)
___ 34.	Identify all shared use drives and necessary access easements as required by the Access Management standards listed in Article V of the Composite Zoning Ordinance.	Art II, Sec 22 (c)(3)(ix)
___ 35.	Is conduit necessary to provide fiber to public facilities?	Art II, Sec 22 (c)(3)(iii)

SHEET 6 – OVERALL IMPROVEMENTS

Ordinance
Reference

___ 1.	The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on <u>and</u> off the site.	Art II, Sec 22 (c)(4)
___ 2.	The locations, sizes and descriptions of all proposed water and wastewater utilities, including but not limited to wastewater lines, lift stations, water lines, and water storage tanks. Water, wastewater, transportation, and drainage improvements shall be extended to the perimeter of the development.	Art IV, Sec 60 (b)
___ 3.	Provide preliminary vertical profiles for roadways with extreme topography.	Art II, Sec 22 (c)(4)(vi)
___ 4.	Identify all required drainage improvements. This shall include a comparison with existing conditions normally contained within a drainage report, model, spreadsheet, or other engineering method to show feasibility of the intended design. Of note that any interaction with the floodplain must be explicitly identified in this process.	Art II, Sec 22 (c)(4)
___ 5.	Label the static pressure for the highest and lowest lot in the subdivisions and include any require PRVs. The highest lot should be based on mid tank condition and the lowest lot should be based on full tank condition.	Art II, Sec 22 (c)(5)(ii)
___ 6.	Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.	Art II, Sec 22 (c)(5)(ii)

SHEET 7 – DRAINAGE PLAN

- ___ 1. Identify all required drainage improvements. This shall include a comparison with existing conditions normally contained within a drainage report, model, spreadsheet, or other engineering method to show feasibility of the intended design. Of note that any interaction with the floodplain must be explicitly identified in this process.

Ordinance
Reference

Art II, Sec 22
(c)(4)

SHEET 8 – WATER PLAN

- ___ 1. Water Plans presented in a way that portrays the intended layout of the proposed elements. Demand information consistent with the intended use.

Ordinance
Reference

Art II, Sec 23
(c) (5) (ii)

SHEET 9 – WASTEWATER PLAN

Wastewater Plans presented in a way that portrays the intended layout of the proposed elements. Demand information consistent with the intended use.

Ordinance
Reference

Art II, Sec 23
(c) (5) (ii)

SHEET 10 – TREE PROTECTION PLAN

- ___ 1. Required Items for Tree Protection Plan:
- ☐ Tree survey prepared within the past 5 years of the application date with the street and lot layout superimposed at a scale of 1"=100' (or as appropriate). This plan shall demonstrate the lot lines and street layouts have been designed and located and that lot width, depth, and size flexibility (as permitted by the zoning) has been utilized to the maximum extent necessary to retain the maximum number of significant and heritage trees possible.
 - ☐ Trees to be preserved shall be identified with a solid black circle. Trees to be removed shall be identified with a dashed black circle. Use red to indicate trees proposed for removal and green for trees proposed to be protected.
 - ☐ A separate sheet shall be provided that demonstrates the location of all heritage trees. All heritage trees that are proposed for removal shall be identified with a red circle and trees proposed to be protected with a green circle. All tree ID numbers shall be provided within the circle to clearly identify the tree as listed in the tree list.
 - ☐ The tree list shall be provided that includes all of the trees that were surveyed except for cedars, bois d'arc, hackberry, and other trees that are not considered to be significant trees by the ordinance. This tree list shall be formatted as follows. Highlight all rows that include the proposed removal of a heritage tree.

Ordinance
Reference

Art II, Sec 22
(c)(2)(iii)

Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal
####	Live Oak	29"		29"	Y	
####	Cedar Elm	18"	18"			
####	Live Oak	32"	32"		Y	

- ☐ A table shall be provided that summarizes the total number of trees protected, removed, and the percentages.
- ☐ Approval of removal permits shall be based on the following:
 - a. Tree size/number of trunks;

b. Tree health and viability; c. Tree location; d. Other Significant and Heritage Trees to be preserved on site; and e. Whether all reasonable efforts have been made to design the project in a way to preserve Significant and Heritage Trees on site.	
___ 2. Tree Mitigation Requirements: ☐ Up to fifty (50%) percent of Significant Trees between eight (8) and twenty-six (26) caliper inches may be removed without mitigation for single-family and two- family subdivisions.	Art II, Sec 22 (c)(2)(iii)
___ 3. Significant Tree Removal Permit ☐ The Director of Planning may issue a tree removal permit for the removal of Significant Trees to the owner of a property that is zoned or otherwise authorized and actively used for agricultural purposes if it is demonstrated that the tree removal is for a legitimate agricultural purpose. The tree mitigation requirements of this ordinance shall not apply to such permits. If the property is rezoned or otherwise converted to a non-agricultural use within three years of the issuance of the tree removal permit the owner of the property shall be required to meet the tree mitigation requirements of this ordinance. ☐ Removal of Significant Trees greater than eighteen (18) caliper inches requires the approval of the Planning & Zoning Commission or the approval of an alternative tree preservation plan as described in this ordinance for projects other than single-family or two-family.	Art II, Sec 22 (c)(2)(iii)
___ 4. Mitigation for the removal of a Heritage or Significant Tree ☐ The removal of Heritage and Significant Trees shall require mitigation using the calculations and procedures defined below. Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment-in-lieu of replacement trees if approved by the Planning Director when on-site replacement is not possible or practical. a. Mitigation shall be required at a 1:1 caliper inch basis for significant trees between eight (8) and eighteen (18) caliper inches. b. 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. c. 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. d. If payment in lieu of replacement trees is approved by the Planning Director, the fee shall be equal to one hundred fifty dollars (\$150) per caliper inch of replacement tree.	Art II, Sec 22 (c)(2)(iii)
___ 5. Replacement Trees ☐ Replacement trees shall be a minimum of two (2) caliper inches and identified on the City of Leander preferred plant list or included in the Grow Green Guide for Native and Adaptive Landscape Plants published by the City of Austin Watershed Protection and Texas A&M AgriLife Extension, as amended from time to time. The tree protection plan is required to be approved by the Director of Planning prior to submission of a preliminary plat application.	Art II, Sec 22 (c)(2)(iii)

SHEET 8 – PARKS PLAN

	Ordinance Reference
___ 1. If park improvements are proposed, the improvements meet the following criteria: ___ Proposed park improvements are listed on the preliminary plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence. ___ A note is shown on the preliminary plat indicating that all proposed park improvements will meet <i>City Park & Facility Equipment Standards</i> and <i>U.S. Consumer Products Safety Commission - Publication 325</i>. ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.	Art IV, Sec 61
___ 2. If private park land and/or facilities are proposed, they meet the following criteria: ___ Private parks are not proposed for land shown in the <i>City Parks, Recreation & Open Space Master Plan</i> as land to meet strategic needs for future parks and/or trails. ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions which are attached to this application. ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, and such covenant is attached to this application.	
___ 3. If an alternative park plan is proposed, it meets the following criteria: ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated. ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation. ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements	

is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.

- ___ 4. Provide a phasing table demonstrating compliance with the Ordinance

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

PLANNING & ZONING COMMISSION

In order to schedule the preliminary plat for review by the Planning & Zoning Commission, the following items will be required to be submitted.

- ☐ One 24" X 36" paper copies
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203)

Units: US Survey Feet

- ☐ PDF copy of the preliminary plat

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

CONSTRUCTION PLAN APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT AN APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- The Construction Plans are the third step in the subdivision process. These plans include all public improvements needed for a subdivision. This application may also be used for offsite public improvements.
- The Preliminary Plat is required to be approved prior to the submittal of the Construction Plans as part of the long form process.
- Construction plans may be submitted for review and approval simultaneously with a Final Plat only if the applicant elects to seek approval under the Alternative Review/Expedited Procedure. In addition, the Final Plat shall not be approved until the Construction Plans have been approved. If the Construction Plans and the Final Plat are to be reviewed simultaneously, a complete application for Construction Plans and a complete application for Final Plat must be submitted to the City simultaneously.
- If a TIA was required for the submittal of the concept plan or preliminary plat, an update to the TIA is required to be submitted concurrently with the construction plans. A meeting scoping with the City Engineer is required prior to submittal.
- If the construction plans do not conform to the approved preliminary plat, a redline document identifying all changes shall be provided and approved prior to the submittal of the final plat application. Staff will determine if the changes require a formal revision to the preliminary plat.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- This application only applies to public improvement projects for infrastructure to be dedicated to the City.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

APPLICATION TYPE:

☐ SUBDIVISION RELATED CONSTRUCTION PLANS:

NAME OF SUBDIVISION _____

☐ NON-SUBDIVISION RELATED CONSTRUCTION PLANS:

PROJECT NAME _____

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
☐	2. Six sets of construction plans (24"X36" sheets) or (22" X 34") at generally accepted horizontal and vertical engineering scale.	
☐	3. Deed showing current ownership. Proof of signatory for corporations is required.	
☐	4. Certified tax certificate.	
☐	5. Support documents such as TIA, Drainage Reports, Lift Station Reports, Geotechnical Report, HEC Models, etc.	
☐	6. Letter explaining any proposed development agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____	
☐	7. Is development proposed within the floodplain? ☐ Yes ☐ No If yes, the floodplain development application is required to be submitted concurrently with the Construction Plans.	
☐	8. Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____	
☐	9. Are any offsite or separate instrument easements required? ☐ Yes ☐ No If yes, either provide the recordation number on the plans or provide the application for review.	
☐	10. Is there a Traffic Impact Analysis (TIA) associated with this project? ☐ Yes ☐ No If so, please contact the City Engineer to confirm if an updated is needed.	
☐	11. Certified estimate of cost of construction.	
☐	12. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.	
☐	13. Disk/USB with all submittal documents	
☐	14. Filing Fees (calculation listed below).	

FILING FEE CALCULATION:

Construction Plan Review & Inspection Fee:	3.5% of the construction cost due at the time of application submittal	\$ _____
<i>Please note: verification and adjustment of the construction cost is required prior to City acceptance. A final engineer's signed and sealed certified copy of the final cost of all improvements dedicated to the City or equivalent private infrastructure is required in the close out package as part of the final acceptance.</i>		
Professional Recovery Fee:		\$ 250.00

TOTAL FEE (due at the time of application submission) \$

ADDITIONAL INFORMATION ABOUT FEES:

RESUBMITTAL FEES:

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

APPLICATION EXTENSION FEES:

- \$200.00

COMPLETENESS REVIEW REQUIREMENTS

The completeness review is a pre-review of the submittal package to confirm that the required documents and information have been submitted in order to confirm that the application is ready for review by City Staff. The minimum required items are listed below for the first submittal of the application.

- All items listed above in the "Required Items for Submittal Package" list shall be included.
- All plan sheets shall meet the checklist requirements.
- All documents shall be legible and blank or pending sheets will not be accepted.

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

- Plans, comment letters, and other items listed in the comment letter.
- Comment response letters shall include an explanation of how the comments were addressed. Responses such as "pending" or "noted" will NOT be accepted. Any changes made by the applicant that were not requested by the reviewers shall be identified at the beginning of the comment letter.
- Any required resubmittal fees.
- Disk/USB with all submittal documents.

CONSTRUCTION PLAN REVIEW PROCESS

The applicant has the option to select the Alternative Review Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

The Alternative Review Procedure is required if concurrent reviews are proposed.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

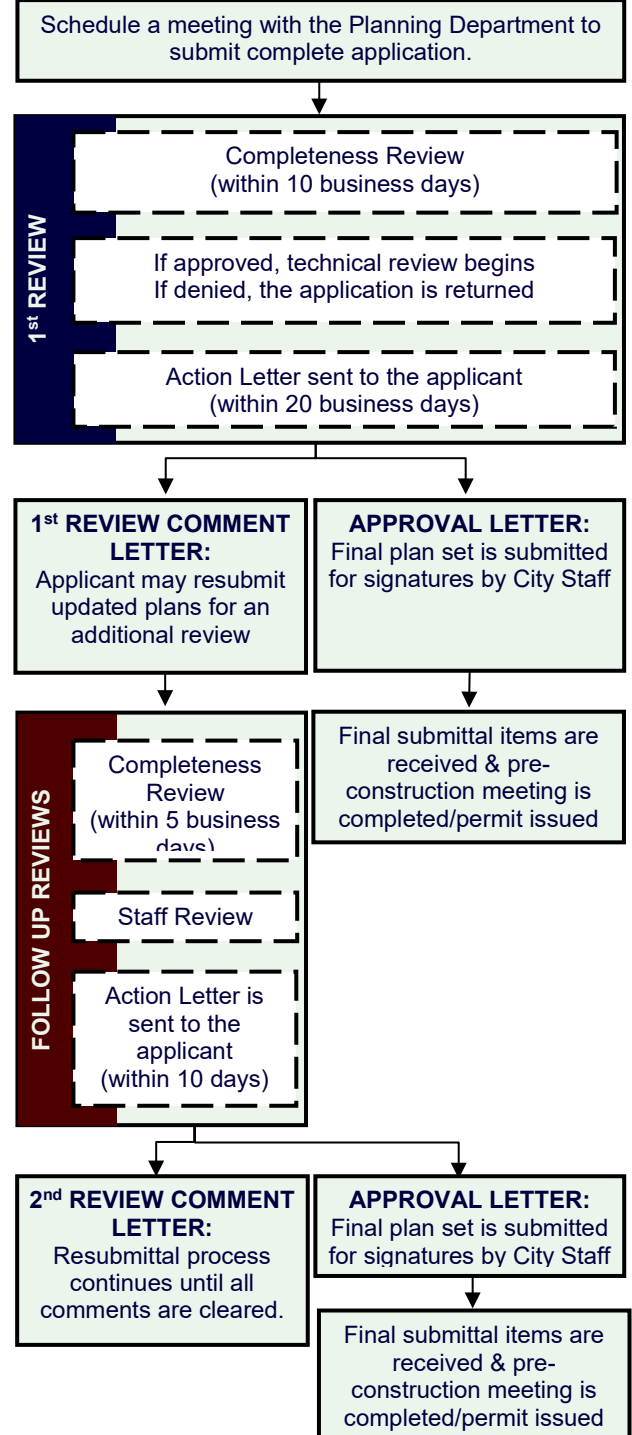
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesday per the adopted Submittal Schedule. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A complete submittal shall include the following:
 - a. Updated plans & supporting materials – the number of copies will be included in the comment letter
 - b. Written response letter identifying how the comments were addressed
 - c. Resubmittal Fees (after the 3rd review)
 - d. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal review, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated plans & supporting materials
 - b. Comment response letter identifying how the comments were addressed
 - c. Disk/USB with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 2 collated and stapled final copies of the signed plans.
 - b. Scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. A digital version final copies of all support documents (TIA, Drainage Studies, Lift Station Reports, etc)
 - e. Outstanding Fees
 - f. Pre-construction meeting request form
9. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



STANDARD REVIEW PROCEDURE

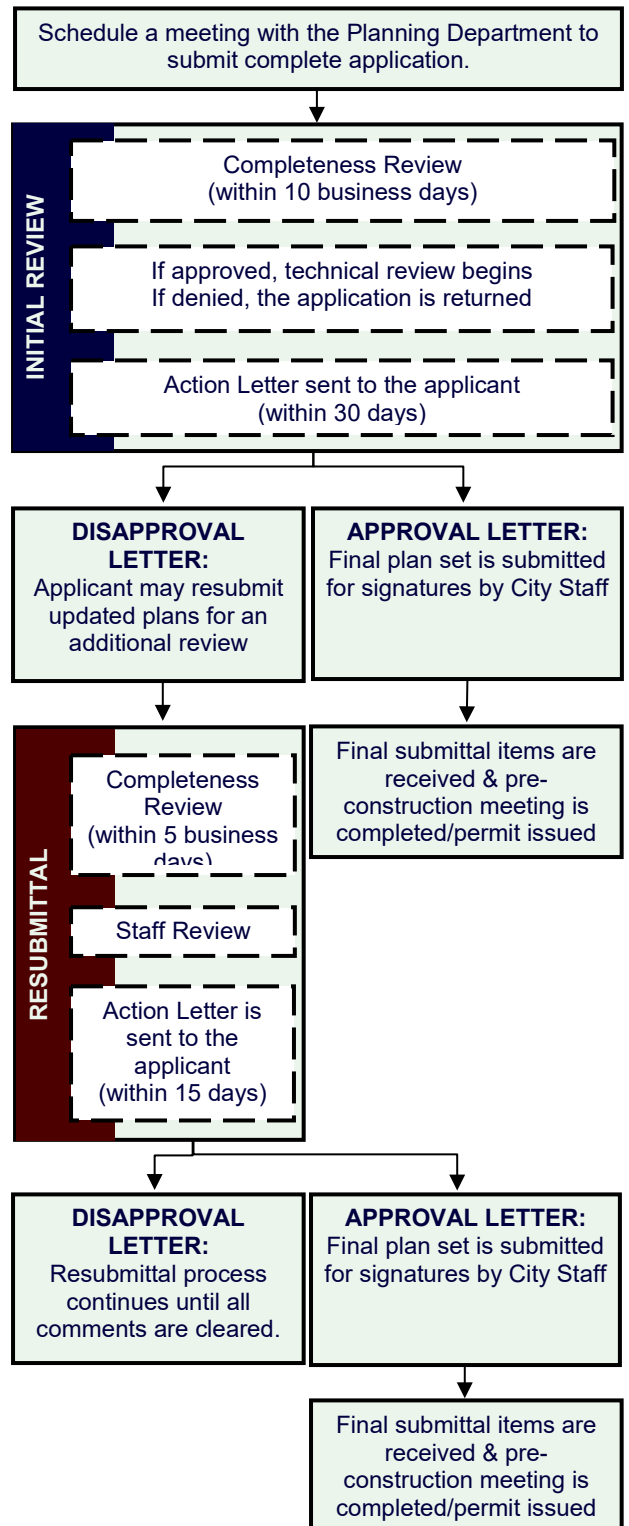
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 2).

2. A disapproval or approval letter will be generated within 30 business days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

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

4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
7. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 3 collated and stapled final copies of the signed plans.
 - b. Scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. A digital version final copies of all support documents (TIA, Drainage Studies, Lift Station Reports, etc)
 - e. Outstanding Fees
 - f. Pre-construction meeting request form
8. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review /Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

CONSTRUCTION PLAN CHECKLIST

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

GENERAL:	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ General Notes ☐ Final Plat ☐ Overall Preliminary Plat ☐ Approved Phasing Plan ☐ Existing Conditions & Demolition Plan ☐ Erosion & Sedimentation Control Plan ☐ Streets & Roadway Systems ☐ Grading & Drainage Plan ☐ Water Distribution System ☐ Wastewater Collection System ☐ Traffic Control, Street Lights, & Signage Plan ☐ Sidewalk Plan ☐ Road & Sidewalk Closure Plan ☐ Standard Details ☐ Parkland Trail Improvements Plan ☐ Landscape Plan	Art II, Sec 20 (f)
___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 20 (f)
___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).	Art II, Sec 20 (f)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 20 (f)
___ 5. All offsite easements are required to be recorded prior to the approval of the construction plans. Examples of offsite easements may include water, wastewater, or drainage easements. The application is available online at https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists .	Art II, Sec 20 (f)
___ 6. Provide a note clarifying which improvements will be dedicated to the City and which improvements will be owned and maintained by a private entity.	Art II, Sec 20 (f)
___ 7. Provide the scale (Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60'), labeled on plan.), a graphic scale, and a north arrow on all sheets.	Art II, Sec 20 (f)
COVER SHEET	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The "Subdivision Name" shall match the preliminary plat and include the phase and section number. <i>Subdivision Name</i> Public Improvement Construction Plans Project Number (This number will be assigned during the first review of the plan set)	Art II, Sec 20 (f)
___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 23 (c)(1)(ii)
___ 3. Project information below the location sketch including the following: • Property owner name, address, and phone number • Engineer name, address, and phone number • Surveyor name, address, and phone number • Developer/Agent name, address, and phone number • Filing date • Property information including legal description • Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat. • List of required offsite easements and recordation numbers	Art II, Sec 23 (c)(1)(i)
___ 4. Index on the right side of the sheet name and number.	Art II, Sec 20 (f)

___ 5. Example cover sheet:

Project Name Public Improvement Construction Plans Project Number		
Signature Block	Location Sketch	Index
Revision Block	Project Information	
		Approval 1 of 1

Art II, Sec 20
(f)

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Gina Ellison, P.E., Public Works Director

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

Art II, Sec 23
(c)(2)

___ 7. Revision block below the below including the following.

Revision #	Description	Approval

Art II, Sec 20
(f)

___ 8. Include this engineering responsibility statement below the signature block above.

The Engineer of Record is solely responsible for the completeness, accuracy, regulatory compliance, and adequacy of these plans and/or specifications whether or not the plans and/or specifications were reviewed by the City Engineer(s).

Art II, Sec 23
(9)(d)(3)

___ 9. If an adjacent street is sub-standard or needs widening in accordance with Transportation Plan, right-of-way and pro-rata cost participation is provided. This is typically a payment for half the cost of the full cross-section for the street over the length of the property along the street.

Art 10.03 of
the code of
Ordinances

GENERAL NOTES:

___ 1. Insert the City of Leander General Notes. These notes may be found online at <https://www.leandertx.gov/engineering/page/general-notes>. Insert the most recent notes is included within the general notes sheet. Any changes on the general notes must be highlighted within a cloud and explained within an attached memo.

Ordinance
Reference

Art II, Sec 23
(c)

FINAL PLAT:

___ 1. Insert draft of the final plat.

Ordinance
Reference

Art II, Sec
23(a)

OVERALL PRELIMINARY PLAT:

___ 1. Provide the overall layout of the project as shown on the Preliminary Plat.

Ordinance
Reference

Art II, Sec 23
(c)

APPROVED PHASING PLAN:		Ordinance Reference
___ 1.	Provide the approved phasing plan for the subdivision. Demonstrate that this submittal is in compliance with the plan	Art 13.12 of the code of ordinances
EROSION & SEDIMENTATION CONTROLS:		Ordinance Reference
___ 1.	Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.	Art II, Sec 23 (4)(i)
___ 2.	Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.	Art II, Sec 23 (4)(ii)
___ 3.	The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.	Art II, Sec 23 (4)(iii)
___ 4.	Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.	Art II, Sec 23 (4)(iv)
___ 5.	A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.	Art II, Sec 23 (4)(v)
___ 6.	Identify at least one construction entrance on the erosion and sediment control site plan.	Art II, Sec 23 (4)(iv)
___ 7.	Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.	Art II, Sec 23 (4)(iv)
___ 8.	Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.	Art II, Sec 23 (4)(iii)
___ 9.	Provide the following note: <i>The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.</i>	Art II, Sec 23 (4)(iii)
___ 10.	Any permanent stormwater control facility such as a water quality or detention pond, must be located in an Access Easement dedicated to the City to allow the City or its contractors access to the facility for periodic inspection. A Maintenance agreement and plan shall be filed in the real property records of the county in which the property is located. Documentation of the submittal to the County shall be provided to the City.	Art III, Sec 46 (2)
___ 11.	If spoils sites are proposed to remain after subdivision acceptance, include the following notes and confirm that the proposed location meets this criteria. a. Fill material originating from the land that is the subject of a subdivision application may be temporarily stored on said land provided that the developer complies at all times with the following requirements: b. The fill material shall be stored at the location shown on the approved construction plans. c. The fill material shall consist of earthen material originating from the subdivision only, shall remain free from debris, and shall be suitable for use as fill material on the future phases of the subdivision. The fill material may not include any material from outside of the subdivision. d. Storage of the fill material shall comply with the Storm Water Pollution Prevention Plan including revegetation of disturbed areas and other sedimentation and erosion controls adopted by the Texas Commission on Environmental Quality. e. The fill material will be placed and stored in such manner so that it is stable, with the side slopes no steeper than a 3:1 (h:v) slope. f. The fill material will be located so as not to disturb any wetland areas that may exist in the subdivision, and will be placed in a manner and location so as not to adversely affect the natural course of drainage across the land or impede drainage from neighboring properties. g. Fiscal surety that complies with Section 28 of this Ordinance in an amount equal to 110% of the cost of removal of the fill material will be filed with the City prior to the acceptance of the subdivision that generates the fill material. The fiscal surety will be based on an estimate prepared by the engineer for the subdivision and approved by the City Engineer. h. The height of the fill material shall not exceed ten (10') feet. i. The location of the fill material must comply with the following setback requirements: i. 400' setback from major roadways as identified on the Roadway Plan; ii. 100' setback from all other roadways platted at the time of the fill material pile approval; and iii. 100' setback from residential structures. iv. The setback requirements may be reduced by twenty-five (25%) percent if screening of the fill material is provided. Screening includes a six (6') foot privacy fence constructed of cedar with steel posts sunk in concrete. The smooth side of the fence shall face away from the fill material.	Art III, Sec 48

- j. Permission to store fill material in the subdivision will expire and terminate in the event that a preliminary plat, construction plans, or a final plat for any portion of the land expires, or at such time that the improvements for the last phase of the subdivision are accepted.

STREET & ROADWAY SYSTEMS:

	Ordinance Reference
___ 1. The horizontal layouts and alignments showing geometric data and other pertinent design details. The horizontal layout shall also show the direction of storm water flow and the location of manholes, inlets and special structures.	Art II Sec 23 (c)(2)(i)
___ 2. Vertical layouts and alignments showing existing and proposed center line, right and left right-of-way line elevations along each proposed roadway.	Art II Sec 23 (c)(2)(ii)
___ 3. Typical right-of-way cross sections showing pertinent design details and elevations as prescribed in the City Standard Details and Specifications.	Art II Sec 23 (c)(2)(iii)
___ 4. Typical paving sections showing right-of-way width, lane widths, median widths, shoulder widths, and pavement recommendations.	Art II Sec 23 (c)(2)(iv)
___ 5. Attendant documents containing any additional information required to evaluate the proposed roadway improvements, including geotechnical information and traffic impact studies.	Art II Sec 23 (c)(2)(v)
___ 6. Show any transportation improvements required by a TIA on the property.	Art II Sec 23 (c)(2)(vi)

DRAINAGE IMPROVEMENTS:

	Ordinance Reference
___ 1. Detailed design of all drainage facilities as indicated in the Preliminary Plat phase, including typical channel or paving section, storm sewers and other storm water control facilities.	Art II, Sec 23 (c)(3)
___ 2. Adequate access is provided for maintenance of and repair to drainage facilities.	Art III, Sec 46 (d))
___ 3. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown.	Art II, Sec 23 (c)(3)
___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.	Art II, Sec 23 (c)(3)
___ 5. Attendant documents containing design computations in accordance with the Subdivision Ordinance for the City of Leander, and any additional information required to evaluate the proposed drainage improvements	Art II, Sec 23 (c)(3)
___ 6. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.	Art II, Sec 23 (c)(3)
___ 7. Non-Residential and Multi-Family Drainage and Detention Facilities:	Composite Zoning Art VI Sec 7 (b)
☐ Non-residential and multi-family drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.	
☐ Non-residential and multi-family drainage facilities are not allowed within ten feet (10') of street ROW except those which are necessary to convey drainage in the shortest possible route to or from street ROW.	
☐ Non-residential and multi-family drainage facilities located within the front setback shall not exceed 25% of the area of the front setback.	
☐ Any fencing around non-residential and multi-family detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.	
☐ Structural stabilization including vertical walls and riprap for non-residential and multi-family drainage facilities shall be limited to not more than thirty (30%) percent of the perimeter of the pond excluding outlet structures. The remainder of the perimeter shall be earthen embankment no steeper than 3:1 slope. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, structural stabilization is permitted for the full perimeter and screening requirements listed in Article VI, Section 1 (d) of this Ordinance shall apply.	

___ 8. Residential Drainage and Detention Facilities: ☐ Residential drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included. ☐ Residential drainage facilities shall utilize earthen berms and be designed with a curvi-linear shape. Any structural stabilization with slopes steeper than 3:1 shall be limited to the use of native stone (except for outlet structures which can be concrete) and shall be limited to not more than thirty (30%) percent of the perimeter of the pond. Such ponds shall be seamlessly integrated with the landscaping. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, concrete is permitted instead of native stone and screening requirements Article VI, Sec. 1 (d) of this Ordinance shall apply. ☐ Any fencing around residential detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.	Composite Zoning Art VI Sec 7 (c)
---	--

WATER DISTRIBUTION SYSTEMS:

	Ordinance Reference
___ 1. The layout, size, and specific location of the existing and proposed water mains, pump stations, storage tanks, and other related structures sufficient to serve the proposed land uses and development as identified in the Preliminary Plat phase and in accordance with the City Standards and Details and Specifications.	Art II, Sec 23 (c)(5)
___ 2. Provide an overall layout of the water distribution system.	Art II, Sec 23 (c)(5)
___ 3. Plan and profile drawings for the public water utility showing existing ground level elevation at centerline of pipe, pipe size and flow line elevation at all fittings, restraints, any conflicts with other underground elements such as conflicting utilities with accurate dimension between outer diameter of the proposed utility and the outer edge of the conflicting element, drops, turns, at minimum of 50 foot stationing.	Art II, Sec 23 (c)(5)
___ 4. The existing and proposed location of fire hydrants, valves, backflow devices, meters, and other fittings.	Art II, Sec 23 (c)(5)
___ 5. Design details showing the connection with the existing City water system.	Art II, Sec 23 (c)(5)
___ 6. The specific location and size of all water service connections for each individual lot. Note: backflow preventers are required after all water meters (domestic, commercial, fire, irrigation, etc)	Art II, Sec 23 (c)(5)
___ 7. Attendant documents containing any additional information required to evaluate the proposed water distribution system.	Art II, Sec 23 (c)(5)
___ 8. Label the static pressure for the highest and lowest lot in the subdivisions. The highest lot should be based on mid tank condition and the lowest lot should be based on full tank condition.	Art II, Sec 23 (c)(5)

WASTEWATER COLLECTION SYSTEMS:

	Ordinance Reference
___ 1. The layout, size and specific location of the existing and proposed wastewater lines, manholes, lift stations, and other related structures sufficient to serve the land uses and development as identified in the Preliminary Plat phase, in accordance with all current City standards, specifications, and criteria for constructions of wastewater systems.	Art II, Sec 23 (c)(6)
___ 2. Provide an overall layout of the wastewater distribution system.	Art II, Sec 23 (c)(6)
___ 3. Plan and profile drawings for each line in public right-of-ways or public utility easements, showing existing ground level elevation at center line of pipe, pipe size and flow line elevation at all bends, any conflicts with other underground elements such as conflicting utilities with accurate dimension between outer diameter of the proposed utility and the outer edge of the conflicting element,, drops, turns, and station numbers at fifty (50) foot intervals.	Art II, Sec 23 (c)(6)
___ 4. Design details for manholes and special structures. Flow line elevations shall be shown at every point where the line enters or leaves the manholes.	Art II, Sec 23 (c)(6)
___ 5. Detailed design for lift stations, package plants or other special wastewater structures.	Art II, Sec 23 (c)(6)
___ 6. Attendant documents containing any additional information required to evaluate the proposed wastewater system, and complete an application for State Health Department approval.	Art II, Sec 23 (c)(6)

TRAFFIC CONTROL, STREET LIGHTS & SIGNS:

	Ordinance Reference
___ 1. If applicable, a Site specific minimum Traffic Control Plan shall be submitted as part of this set of plans.	Art II, Sec 23 (c)(8)

___ 2.	The location, size, type and description of street lights according to City Standard Details and Specifications.	Art II, Sec 23 (c)(8)
___ 3.	The electrical design signed and sealed by an engineer for the LED street light system on a metered circuit.	Art II, Sec 23 (c)(8)
___ 4.	The location, size, type and description of street signs according to City Standard Details and Specifications	Art II, Sec 23 (c)(9)
___ 5.	Show pavement markings and location of stop bars and other markings (if applicable) as required in the latest version of the Texas Manual Uniform Traffic Control Devices.	Art II, Sec 23 (c)(9)
___ 6.	Provide City of Leander street sign detail.	Art II, Sec 23 (c)(9)
___ 7.	The location, size (where applicable) and type of speed limit signs and permanent traffic barricades according to City Standard Details and Specifications.	Art II, Sec 23 (c)(10)

ROAD & SIDEWALK CLOSURE PLAN:

		Ordinance Reference
___ 1.	Provide a road closure plan if a road closure is necessary during construction. This will also be noted within the minimum Site Specific Traffic Control Plan.	Art II, Sec 23 (c)(11)
___ 2.	If an existing sidewalk is required to be closed during construction, provide an alternative plan.	Art II, Sec 23 (c)(11)
___ 3.	Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.	Art II, Sec 23 (c)(11)
___ 4.	If the project impacts existing school zones, they include any necessary signage and/or striping.	Art II, Sec 23 (c)(11)

SIDEWALKS:

		Ordinance Reference
___ 1.	The location, size and type of sidewalks and pedestrian ramps according to City Standard Details and Specifications.	Art II, Sec 23 (c)(11)
___ 2.	Those sidewalks not abutting a residential, commercial or industrial lots (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes are shown on the plans to be installed with the subdivision improvements.	Art II, Sec 28 (c)(2)
___ 3.	Provide a sidewalk plan labeling the sidewalks to be built by the homebuilder and sidewalks to be built by the subdivision developer.	Art II, Sec 28 (c)(2)
___ 4.	Provide a note on the plans stating: <i>For single-family residential subdivisions that are not registered with TDLR, provide documentation from a Registered Accessibility Specialist (RAS) that the pedestrian infrastructure within the public right-of-way complies with the Texas Accessibility Standards.</i>	Art II, Sec 23 (c)(11)

STANDARD DETAILS:

		Ordinance Reference
___ 1.	Insert the applicable City of Leander Standard Details. These details may be found online at http://www.leandertx.gov/engineering/page/standard-details .	Art II, Sec 23 (c)
___ 2.	No more than 8x 8-1/2"x11" or 4x 11"x17" size detail sheets may be included on any one 22-24"x34-36" plan sheet.	Art II, Sec 23 (b)

PARKLAND, IMPROVEMENTS & OTHER PUBLIC OR COMMON AREAS:

		Ordinance Reference
___ 1.	Proof of HOA establishment (One copy of the homeowner's association creation documents including responsibilities for park and/or landscaped entrance maintenance is provided if such facilities are provided.	Art IV, Sec 61 (d)
___ 2.	Proof of Ownership, Dedication, Perpetual Use & Maintenance (Provide a recorded deed, agreement, conveyance and/or restrictions demonstrating that the private park land and facilities are restricted to park and recreational purposes by a recorded covenant that runs with the land in favor of the future owners of property that cannot be defeated or eliminated without the consent of the City Council. The recorded deed, agreement, conveyance and/or restrictions should adequately provide for private ownership and perpetual maintenance.)	Art IV, Sec 61 (d)
___ 3.	Fiscal Guarantee of Completion (Provide a fiscal note covering the cost of constructing all park improvements shown on the approved <i>Park Concept Plan</i> . If phasing is planned the fiscal note should cover all improvements and phases.)	Art IV, Sec 61 (l)
___ 4.	Show all facilities included on the approved <i>Park Concept Plan</i> and label improvement phases, if applicable.	Art II, Sec 23 (c)(12)
___ 5.	Plans for public trail systems as required by the Parks Open Space & Master Plan.	Art II, Sec 23 (c)(12)

LANDSCAPE PLAN – TREES SCREENING, & LANDSCAPING:

	Ordinance Reference
___ 1. The location, size and description of all Significant Trees (to remain or to be removed), and Replacement Trees to meet the requirements of the City of Leander Subdivision Ordinance. Replacement trees must be of a type and species listed on the Preferred Plant List associated with the Composite Zoning Ordinance.	Art II, Sec 23 (c)(13)
___ 2. The location, size and description of all landscaping and screening materials as required by the City of Leander Composite Zoning Ordinance and must be of a type and species listed on the Preferred Plant List.	Art II, Sec 23 (c)(14)
___ 3. For single family or duplex lots that side up or back up to a major arterial roadway, a masonry wall at least six feet tall in conformance with the Leander Composite Zoning Ordinance is shown on the plans for construction with the subdivision improvements.	Art III, Sec 45 (a)(4)
___ 4. Include the following notes on the Landscape Plan: <i>Mechanical equipment shall be screened from view of at least sixty (60%) percent of any street or public right-of-way.</i> <i>Tree caliper is the trunk diameter of a tree at twelve (12") inches above natural grade per the Composite Zoning Ordinance.</i> <i>A minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings.</i> <i>All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.</i>	Composite Zoning Art VI, Sec 1 (d)(1)(i) Composite Zoning Art I, Sec 6 Composite Zoning Art VI, Sec 1 (b)(20) & (21) Composite Zoning Art VI, Sec 1 (b)(20) & (21)
___ 5. Provide the location and species of all required street trees on every street in accordance with all current City standards, specifications and criteria for the installation of street trees.	Art II, Sec 23 (c)(15)
___ 6. Provide a root barrier detail for all street trees if proposed.	Art II, Sec 23 (c)(15)
___ 7. Include the wall detail and elevation for any required screening walls.	Art II, Sec 23 (c)(14)
___ 8. Provide screening for detention or water quality ponds.	Composite Zoning Art VI Sec 7 (b) & (c)
___ 9. Provide an approved License Agreement associated with any landscaping, irrigation, or signage located in the public right-of-way.	

DESIGN CRITERIA:

	Ordinance Reference
___ 1. Final design criteria, reports, calculations and all other related computations, if not previously submitted with the Preliminary Plat.	Art II, Sec 23 (c)
___ 2. Site specific design criteria, reports, calculations and all other related computation shall be presented specific to the public improvements, and if applicable, compared to previously established conditions as presented within the preliminary plat stage. If there is not any previous preliminary plat nor the existing information presented during an accepted earlier stage of development, then it shall be submitted in this stage.	Art II, Sec 23 (c)

COST ESTIMATE:

	Ordinance Reference
___ 1. A cost estimate of each required improvement, prepared, signed and sealed by a professional engineer licensed to practice in the State of Texas.	Art II, Sec 23 (c)(17)
___ 2. Verification and adjustment of the construction cost is required prior to City acceptance. A final engineer's signed and sealed certified copy of the final cost of all improvements dedicated to the City or equivalent private infrastructure is required in the close out package as part of the final acceptance.	Art II, Sec 23 (c)(17)

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

FINAL APPROVAL:

In order to complete the construction plan process, the following items will be required to be submitted after all comments are cleared.

- ☐ The applicant will be required to submit one final set of construction plans for signatures.
- ☐ After the plans have been signed, they will be stamped and returned to the applicant.
- ☐ The applicant will be responsible for making 2 collated and stapled final copies of the signed plans and a scanned copy of the plans.
- ☐ Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale. The digital copy of the plans needs to be submitted to the Planning Department on a disk.
- ☐ Submit a Storm Water Pollution Prevention Plan to the Stormwater Inspector for review.
- ☐ Include all final copies of engineering reports and memos (ex. Drainage Report, TIA, Geotech Report, Lift Station Report, etc) on the disk.
- ☐ Upon receipt of the final copies of the plans and the approved SWPPP, a pre-construction meeting will be scheduled.
- ☐ **Construction may not start until after the pre-construction meeting and the Construction Plan Permit is issued.**

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

FINAL PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- **An approved Concept Plan and Preliminary Plat is required prior to submission of a Final Plat.**
- **A Final Plat is required for all subdivisions except those that qualify as a Short Form Final Plat or Amended Final Plat.**
- Construction plans may be submitted for review and approval simultaneously with a Final Plat only if the applicant elects to seek approval under the Alternative Review/Expedited Procedure. In addition, the Final Plat shall not be approved until the Construction Plans have been approved. If the Construction Plans and the Final Plat are to be reviewed simultaneously, a complete application for Construction Plans and a complete application for Final Plat must be submitted to the City simultaneously.
- If the final plat does not conform to the approved preliminary plat, a redline document identifying all changes shall be provided and approved prior to the submittal of the final plat application. Staff will determine if the changes require a formal revision to the preliminary plat.
- If changes to the street names are proposed after the approval of the Preliminary Plat, then documentation from both Williamson and Travis County 911/Addressing stating that all street names on the Final Plat are approved and not duplicated in other areas of the counties.
- If a TIA was required for the submittal of the concept plan or preliminary plat, an update to the TIA is required to be submitted concurrently with the final plat. A meeting scoping with the City Engineer is required prior to submittal.
- Fees in lieu of a TIA or fees associated with a TIA are due prior to scheduling the final plat for review by the Commission for residential plats that do not require a site plan. Fees in lieu of a TIA or fees associated with a TIA are due at the site development stage for non-residential, multi-family, or residential plats that require a site plan.
- All fees such as TIA fee in lieu, parkland fee in lieu, recreation improvement deposit, roadway adequacy fees, etc are due prior to scheduling the plat for review by the Commission.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

PROVIDED		Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
REQUIRED ITEMS	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Fifteen sets of the Final Plat Document (18"X24" in size).
	☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	4. Existing deed restrictions or covenants (if applicable).
	☐	5. Copy of certified tax certificate.
	☐	6. Title Commitment (dated within one year). If the Title Commitment is older than one year, submit a property report or a Nothing Further Certificate.
	☐	7. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
	☐	8. Documentation that either the construction plans are already approved or concurrent submittal of the construction plans. <u>Concurrent review is only permitted with the Alternative Review Procedure.</u>
	☐	9. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____.
	☐	10. Documentation from both Williamson and Travis County 911/Addressing stating that all of the street names on the Final Plat are not duplicated in other areas of the county (if new street names are proposed).
	☐	11. Is a variance proposed? ☐ Yes ☐ No If yes, provide the application with this submittal.
	☐	12. Traffic Impact Analysis (TIA) information. Provide one of the following: ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer. ☐ TIA Update Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
	☐	13. Provide documentation that the concept plan and preliminary plat have been approved.
	☐	14. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
	☐	15. Disk/USB with all submittal documents.
	☐	16. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 750.00
\$20 per lot or acre or portion thereof (whichever is greater):	\$ _____
GIS Mapping Fee:	\$ 75.00
Fire Code Review Fee:	\$ 50.00
Professional Recovery Fee:	\$ 250.00

TOTAL FEE (due at the time of application submission)	\$
--	-----------

*RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

FINAL PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

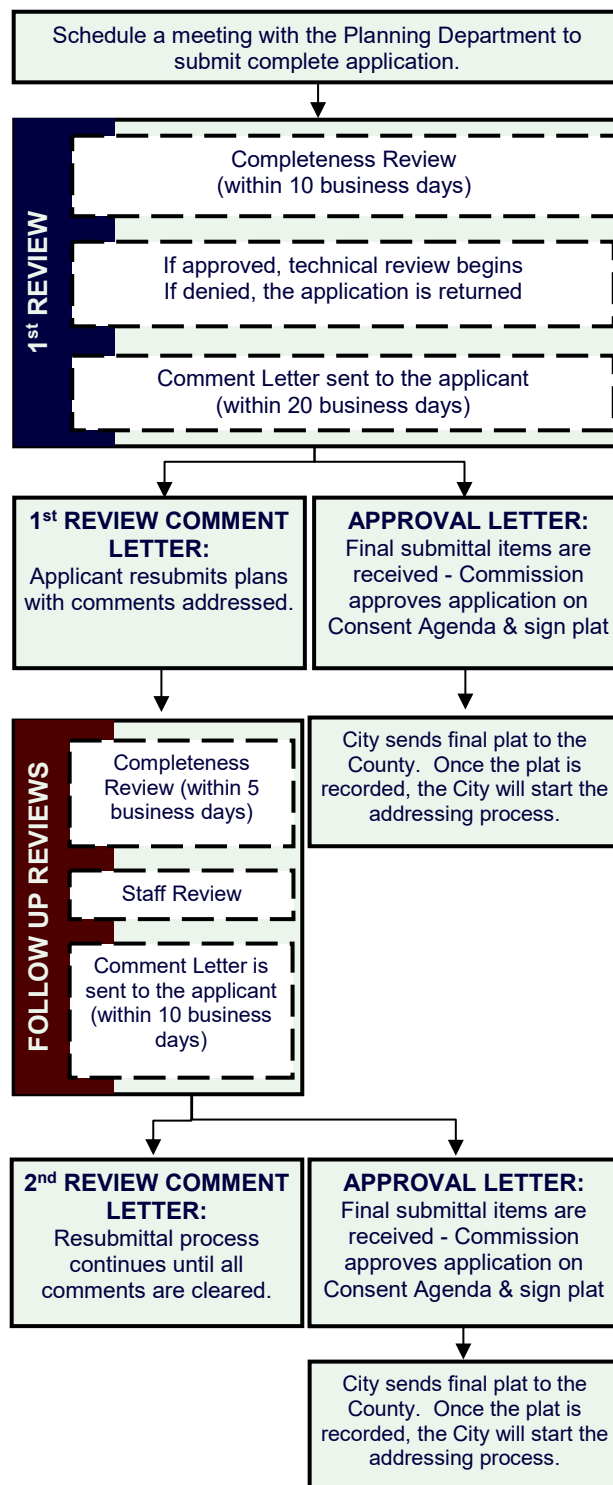
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk/USB with the submittal package

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

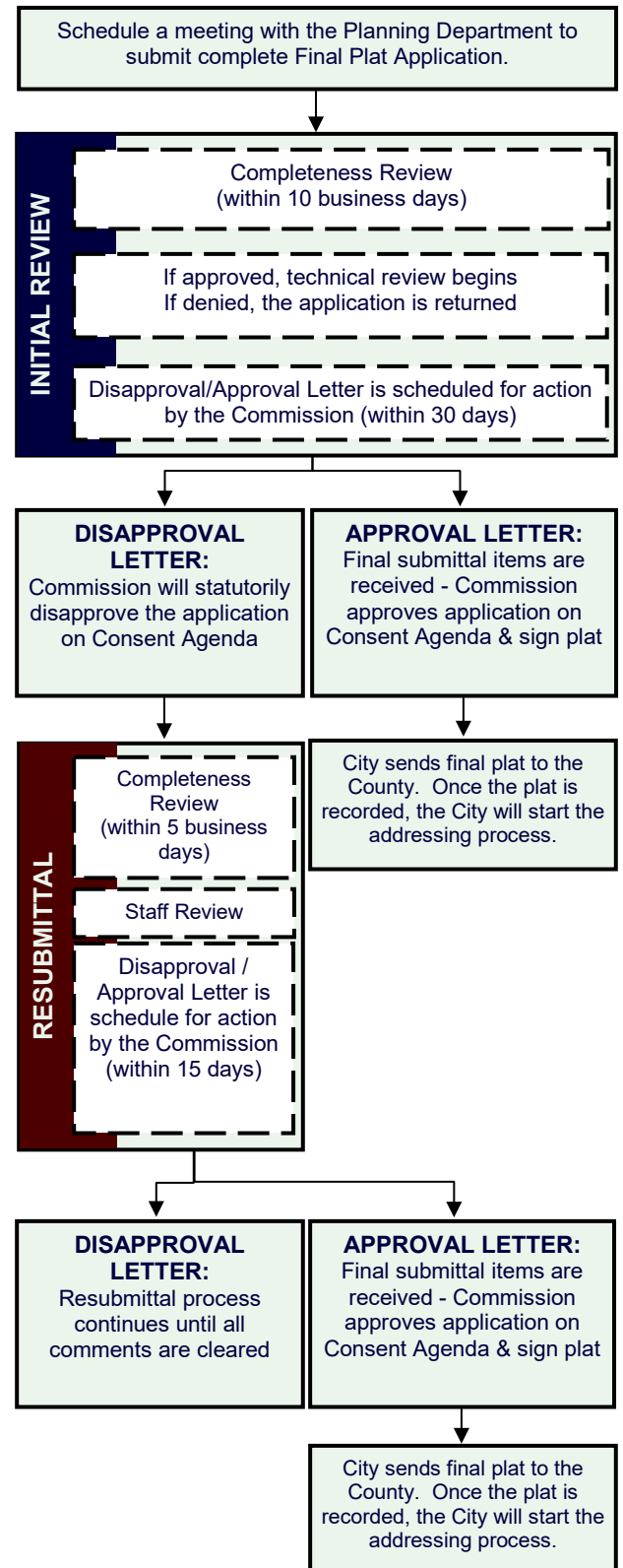
4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final copy of the plat that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor. Any required fees are required to be paid prior to scheduling the plat for review by the Commission.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plans
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package
7. Once the Commission approves the final plat, then the City will send the final plat to the County for recordation. If there are remaining conditions (such as completion of public improvements or posting of fiscal), they are required to be addressed prior to recordation.



STANDARD REVIEW PROCEDURE

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review. If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).
2. A disapproval or approval letter will be generated within 30 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final copy that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Resubmittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five (5) business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

If the items above are not provided, the re-submittal will be NOT be accepted.
4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final copy of the plat that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once the Commission approves the final plat, then the final plat will be signed by the Commission. After any conditions are addressed (such as completion of public improvements or posting fiscal) then the final plat may be released for recordation. All fees are required to be paid prior to scheduling the plat for review by the Commission.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

FINAL PLAT CHECKLIST

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

GENERAL	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Final Plat Sheets ☐ Notes & Signatures ___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet. ___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets. ___ 4. All property lines shall be identified with a solid, heavy, and black line. ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 24 (d)(2) Art II, Sec 24 (b) Art II, Sec 24 (d)(2) Art II, Sec 24 (d)(2) Art II, Sec 24 (c)(4)(i)
SHEET 1 – COVER SHEET	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The “Subdivision Name” shall match the preliminary plat and include the phase and section number. The proposed name of the subdivision does not have the same spelling nor is it pronounced similarly to the name of any other subdivision located within the City or within the extraterritorial jurisdiction unless for different sections or phases of the same subdivision. <i>Subdivision Name</i> Final Plat ___ 2. Project information on the left side of the sheet including the following: ☐ Property owner name, address, and phone number ☐ Developer name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Developer/Agent name, address, and phone number ☐ Filing date ___ 3. Scale (graphic and number format) and north arrow. ___ 4. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1”=2,000’). The latest edition of the USGS 7.5 minute quadrangle map is recommended. ___ 5. Index on the right side of the sheet name and number. ___ 6. Example cover sheet:	Art II, Sec 24 (c)(1)(i) Art II, Sec 24 (c)(1)(ii) Art II, Sec 24 (c)(1)(ii) Art II, Sec 24 (c)(1)(iii) Art II, Sec 24 (d)(2) Art II, Sec 24 (d)(2)
<i>Subdivision Name</i> Final Plat Project Information Location Sketch Index 1 of 1	
___ 7. Table including the total number of lots, acreage, breakdown of lots by proposed uses and reservations for all lots in the subdivision. ___ 8. Provide a table including the street name(s) and linear footage.	Art II, Sec 24 (c)(1)(iv) Art II, Sec 24 (d)(2)

SHEET 2 – FINAL PLATOrdinance
Reference**EXISTING CONDITIONS**

___ 1.	The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.	Art II, Sec 24 (c)(2)(i)
___ 2.	Plat or deed references for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 24 (c)(1)(v)
___ 3.	Areas delineating the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a licensed professional engineer.	Art II, Sec 24 (c)(2)(ii)
___ 4.	Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records.	Art II, Sec 24 (c)(2)(iii)
___ 5.	Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of 1,000 feet of the subdivision boundary.	Art II, Sec 24 (c)(2)(iii)
___ 6.	Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat). This measurement is used to determine if additional ROW is required based on the Transportation Plan	Art II, Sec 24 (c)(2)(iii)
___ 7.	The location of the City limit lines and/or outer border of the City's extra-territorial jurisdiction.	Art II, Sec 24 (c)(2)(iv)
___ 8.	The location of the County line if it traverses or is contiguous to the subdivision.	Art II, Sec 24 (c)(2)(iv)

SURVEY CONTROL INFORMATION

___ 1.	True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner, which is accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.	Art II, Sec 24 (c)(3)(i)
___ 2.	The description and location of all permanent monuments or benchmarks, standard monuments, survey control points and lot pins.	Art II, Sec 24 (c)(3)(ii)
___ 3.	Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision shall be located with respect to a corner of the original survey of which it is a part.	Art II, Sec 24 (c)(3)(iii)
___ 4.	Sufficient data for each lot to prove mathematical closure.	Art II, Sec 24 (c)(3)(iv)
___ 5.	Metes and bounds description.	Art II, Sec 24 (c)(3)(iv)
___ 6.	AutoCAD or GIS digital file on a CD as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included. Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203) Units: US Survey Feet	Art II, Sec 24 (c)(3)(v)

IMPROVEMENTS:

___ 1.	The location, bearings, distances, and widths of proposed streets, alleys, easements and rights-of-way to be dedicated to public use.	Art II, Sec 24 (c)(4)(i)
___ 2.	A ten foot wide public utility, landscape and pedestrian access easement is dedicated and shown graphically adjacent to all street ROW. (Note: if use is single family or duplex, only dedicate a ten foot public utility easement).	Art III, Sec 46 (c)
___ 3.	A two and a half foot wide public utility easement is dedicated and shown graphically on all side lot lines.	Art III, Sec 46 (c)
___ 4.	A public safety and a public utility easement is shown on all private streets in the subdivision and includes cable and telecommunications utilities (only if private streets are proposed).	Art III Sec 42 (g)
___ 5.	Streets: Complete curve data (delta, arc length, radius, tangent, point of curve, point of reverse curve, point of tangent, long chord with bearing) between all lot corner pins. Provide street centerline information	Art II, Sec 24 (c)(4)(ii)

___ 6.	Water Courses and Easements: Distances along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.	Art II, Sec 24 (c)(4)(iii)
___ 7.	The property lines and number designations of all proposed lots and blocks, with complete bearings, distances and dimensions for front, rear and side lot lines. Identify the dimensions in number format instead of abbreviations (ex. C10 = 110'). If inside the City, lot area, width and depth, public utility and drainage easements conform to the requirements as established for the designated land use as set forth in the Composite Zoning Ordinance. If outside the City, lots served by a central sewage system have a minimum area as provided in the Composite Zoning Ordinance in the zoning district appropriate for the proposed land use.	Art II, Sec 24 (c)(4)(iv)
___ 8.	All land area within the boundaries of the subdivision or re-subdivision except that area specifically dedicated as public right-of-way for any purpose shall be designated as a lot and numbered in sequential order.	Art III, Sec 45 (b) (14)
___ 9.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 10.	Lots to be owned and maintained by an HOA shall include "HOA" as part of the lot label (ex. HOA Parkland, HOA Landscape Lot)	Art II, Sec 24 (c)(1)(iv)
___ 11.	Lots to be dedicated to the City shall include "Public" as part of the lot label (ex. Public Parkland).	Art II, Sec 24 (c)(1)(iv)
___ 12.	The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks and open spaces; common ownership; or subsequent development.	Art II, Sec 24 (c)(4)(v)
___ 13.	The final plat is in conformance with the approved preliminary plat.	Art II, Sec 24 (a)(2)
___ 14.	Graphically show the proposed location of sidewalks.	Art II, Sec 24 (c)(4)(vii)
___ 15.	If inside the City limits, subdivision complies with the Leander Composite Zoning ordinance. If plat does not comply with existing zoning, a re-zoning application is enclosed. Current zoning (if inside City of Leander)_____ (Do not show on plat)	Art II, Sec 24 (f)(3)(i)
___ 16.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, curb return radii, etc.	Sec 42 (b)(1)
___ 17.	All lots front on a dedicated public roadway except for lots that have been approved to front a private street that will be maintained by an association.	Art III, Sec 45 (b)(8)
___ 18.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions: ___ Driveways would be located no closer than permitted by the Transportation Criteria Manual. ___ The minimum width of the flag lot is no less than twenty five (25) feet. ___ The narrow portion of the lot is dedicated as a common driveway access easement. ___ No more than two "flag" lots are located side by side. ___ The Fire Chief has no objection to the lot layout. ___ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	Art III, Sec 45 (b)(8)
___ 19.	There are no single-family or two-family double frontage lots. Single-family and two-family residential lots adjacent to an arterial street comply with Art. VI, Sec. 8 of the Composite Zoning Ordinance and are prohibited by note from having direct access from an arterial street.	Art III, Sec 45 (b)(10)
___ 20.	Wherever feasible, single-family and two-family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)
___ 21.	Single-family and two-family residential lots adjacent to an arterial street have access on a residential street only and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(10)
___ 22.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 24 (c)(2)(iii)
___ 23.	Street right-of-way is dedicated with the plat for the full length and/or width of the lots adjacent to such street, unless otherwise approved by the City Engineer.	Art III, Sec 42 (b)(2)(vi)
___ 24.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 45 (b)(2)(i)
___ 25.	The following is information to the applicant: AI Clawson Disposal, Inc. is currently the sole provider of waste hauling for this site both during and after construction.	Franchise Agreement
___ 26.	If private streets are proposed, the following are provided. Private streets may only be approved for local streets and may not be approved where the gated, private street would prohibit the connection of the street network between neighborhoods impair the ability to complete the City's overall transportation network.	Art III, Sec 42(b)(2)(vii) &

- a) A document establishing an owner's association responsible for maintenance and operation of the private street(s) is provided in accordance with the Subdivision Ordinance.
- b) A note is provided on the plat noting the association's responsibilities and the document # establishing the association.
- c) The document establishing the association also establishes annual assessments adequate to cover the expense of maintenance and operation of the private streets and gives the City the authority to judicially enforce the covenants requiring adequate assessments to be made and collected and the streets to be maintained and repaired; and provides for the City to recover any attorney's fees and expenses incurred in judicial enforcement.
- d) The developer has granted the City a public safety easement and a public utility easement over the private streets in a form acceptable to the City Engineer and said public utility easements include cable and telecommunications utilities. Note should include the following:

Art III, Sec 45
(f) & (g)

A perpetual public safety and public service easement is hereby dedicated for the purpose of providing public safety services, police, fire and medical services, utility meter reading, code enforcement, building inspections, solid waste collection, public school transportation, any other public services and enforcing the city ordinances; and giving the City and its authorized officers and designees uninhibited ingress and egress over, across and through such streets, roadways, and rights-of-way for the purpose of providing public safety services, police, fire and medical services, and enforcing the penal code and city ordinances. The HOA shall maintain at all times with the City Secretary the current gate code or key for all gates regulating access to and from the subdivision.

- ___ 27. Certification from a licensed professional engineer and approval by the Texas Commission on Environmental Quality (TCEQ) (when community well serving more than 25 people for over 60 days a year or when connecting a private well to a public city system) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.

Art II, Sec 24
(c)(1)(vi)

SHEET 3 – SIGNATURES & PLAT NOTES

Ordinance
Reference

SIGNATURES

- ___ 1. Certification and signature blocks as required by the City and County, including the following:

- a) A certified statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat (as found on the title policy or discovered with a title search prepared in conjunction with the most recent purchase of the subject property) and the plat is in conformance with the Leander Subdivision Ordinance.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, *[Name of Surveyor]*, am authorized under the laws of the State of Texas to practice the profession of land surveying and hereby state that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with all City of Leander Ordinance and Codes, and that all existing easements of record as found on the Title Policy provided by *[Title Company Name, GF No.]* issued *[date]* have been shown or noted heron.

Signature and Seal of Licensed Surveyor Date

- b) A certified statement by the engineer is provided as follows.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, *[Name of Engineer]*, am authorized under the laws of the State of Texas to practice the profession of engineering, and do hereby state that this plat conforms with the applicable ordinances of the City of Leander, Texas.

Signature and Seal of Licensed Engineer Date

- c) Names and signature lines for the Chairman of the Planning and Zoning Commission attesting approval of the plat on the right side of the sheet above the County recording statement as follows:

Approved this the ____ day of ____, 20__ A.D. at a public meeting of the Planning and Zoning Commission of the City of Leander, Texas and authorized to be filed for record by the County Clerk of ____ County.

_____ <i>John Cosgrove, Chairman Planning and Zoning Commission City of Leander, Texas</i>	ATTEST: _____ <i>Ellen Coufal, Secretary Planning and Zoning Commission City of Leander, Texas</i>
---	---

- d) Owner's dedication statement including the following with signatures in permanent/waterproof ink and notary seals are legible.

FOR CORPORATE ENTITY – if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ *[or Document Number]*, of the Official Records of Williamson County, Texas does hereby certify that there are no lien holders and dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature] _____

[Name of authorized officer]

[Title of officer]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the ____ day of _____, 20____, personally appeared, *[Name of authorized officer]*, as *[Title of officer]* of *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, on behalf of said *[Name of corporate entity]*, a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

FOR CORPORATE ENTITY – if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ *[or Document Number]*, of the Official Records of Williamson County, Texas does hereby dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature] _____

[Name of authorized officer]

[Title of officer]

Art II, Sec 25
(f)

Art II, Sec 24
(c)(1)(vi)

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____
My Commission Expires: _____

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated _____, filed of record in the Official Public Records of _____ County, Texas at Vol. _____, Page _____/Document No. _____.

Lienholder Name: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____
My Commission Expires: _____

FOR NATURAL PERSONS– if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas do hereby certify that there are no lien holders and dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature]
[NAME OF OWNER]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____
Printed Name: _____
My Commission Expires: _____

FOR NATURAL PERSONS– if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas do hereby dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature]
[NAME OF OWNER]

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated ____, filed of record in the Official Public Records of __ County, Texas at Vol. __, Page __/Document No. _____.

Lienholder Name: _____
Name: _____
Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

- e) If the subdivision is not to be served by an organized wastewater collection system, provide this note with the engineer's seal stating whether the tract is or is not located in the Edwards Aquifer Recharge Zone and a signature block certified by Terron Everston, Williamson Co. Director of Environmental Services for Williamson County:

Art II, Sec 24
(c)(1)(vi)

Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County and Cities Health District (WCCHD) and Williamson County disclaim any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

J. Terron Evertson, PE, DR, CFM
County Engineer

Or a signature block certified by Brandon Couch, Program Manager – On-site Waste Water Program for Travis County:

O.S.S.F. NOTES:

1. No structure in this subdivision shall be occupied until connected to a public sewer system or a private on-site wastewater (septic) system that has been approved and licensed for operation by the Travis County On-Site Wastewater Program.
2. This subdivision is subject to all the terms and conditions of Chapter 448, Travis County Code, Rules of Travis County, Texas for On-Site Sewage Facilities. These rules require, among other things, that a construction permit be obtained from Travis County before an on-site sewage facility can be constructed, altered, modified, or repaired in the subdivision and that a license to operate be obtained from Travis County before an on-site sewage facility can be operated in the subdivision.
3. Each residential lot in this subdivision is restricted to no more than one single family dwelling per acre.
4. These restrictions are enforceable by the Travis County On-Site Wastewater Program.

Brandon Couch, D. R., Program Manager,
On-site Wastewater, Travis County TNR

Date

- f) The County recording statement is located in the lower right corner of the signature page. A 1½ x 1½ space is need

Art II, Sec 24
(c)(1)(vi)

STATE OF TEXAS

§

§

COUNTY OF WILLIAMSON

§

KNOW ALL MEN BY THESE PRESENTS:

I, **NANCY RISTER**, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE DAY OF _____, 20____, AD, AT _____ O'CLOCK, ____ M, AND DULY RECORDED

THIS THE DAY OF _____, 20____, AD, AT _____ O'CLOCK ____M, IN
THE PLAT RECORDS OF SAID COUNTY IN INSTRUMENT NO. _____.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID
COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE
WRITTEN.

NANCY RISTER, CLERK COUNTY COURT OF WILLIAMSON COUNTY, TEXAS

BY: _____ DEPUTY

Or

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF TRAVIS §

I, REBECCA GUERRERO, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THE
FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION,
WAS FILED FOR RECORD IN MY OFFICE ON THE ____ DAY OF _____, 20____, A.D. AT ____
O'CLOCK ____M., AND WAS DULY RECORDED ON THIS THE ____ DAY OF _____, 20____, A.D.
AT ____ O'CLOCK ____M, PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET ____,
SLIDES ____ WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT
MY OFFICE IN AUSTIN, TEXAS THE LAST DATE WRITTEN ABOVE.

BY: _____
REBECCA GUERRERO
CLERK, COUNTY COURT
TRAVIS COUNTY, TEXAS

- g) If the property is in Travis County and within the City ETJ, provide a Travis County Commissioner's
Court approval note.

Art II, Sec 24
(c)(1)(vi)

STANDARD PLAT NOTES

____ 1. General Plat Notes:

- ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas.
(inside City only)
- ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander,
Texas. (ETJ only)
- ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution
and wastewater collection facilities.
- ☐ A Building Permit is required from the City of Leander prior to construction of any building or site
improvements on any lot in this subdivision. (inside City only)
- ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown
except as approved by the City of Leander Public Works Department.
- ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not
prohibit access by the City of Leander.
- ☐ All easements on private property shall be maintained by the property owner or his or her assigns.
- ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated
along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is
dedicated along all side lot lines.
- ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel
_____ for Williamson Co., effective ____ (Date) ____.
- ☐ Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of
Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance.
(inside City only)
- ☐ Sidewalks shall be installed on both sides of [insert street name(s)] and the subdivision side of [insert
street name(s)]. Those sidewalks not abutting a residential, commercial or industrial lot (including
sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage
lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks
on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes
shall be installed when the adjoining street is constructed.

County

County

Art I, Sec 8 (b)

Art I, Sec 8 (b)

Art III, Sec 46
(b)

Art III, Sec 46
(b)

Art II, Sec 24
(c)(6)(vi)

Code of
Ordinances Art
3.10

Art II, Sec 24
(c)(6)(vii)

Art II, Sec 24
(c)(6)(vii)

- ☐ All utility lines must be located underground.
- ☐ This plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on _____ (Insert Approval Date)
- ☐ Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.

Art III, Sec 47

Art II, Sec 24
(a) (2)

Art II, Sec 20
(j)

____ 2. Non-Residential & Multi-Family Plat Notes:

- ☐ All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.
- ☐ Traffic Impact Analysis Note:
 - ☐ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000.
- OR
- ☐ Include items required by the TIA as a plat note.

Art III, Sec 42
(h)

Code of
Ordinances
10.03.003

____ 3. Single-Family & Two Family Plat Notes:

- ☐ No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
- ☐ The HOA will own and maintain the following lots: ____
- ☐ The HOA bylaws are recorded in the Official Public Records of ____ County, Texas under document number ____.
- ☐ The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.
- ☐ The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. *(which should be contained in a drainage easement).*
- ☐ If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided:

Transportation
Criteria Manual
5.3.1 J

Art IV, Sec
61(d)

Art IV, Sec
61(d)

Art III, Sec 41
(a)

Art III, Sec 41
(a)

Composite
Zoning
Ordinance

Art VI, Sec 8

A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat)

For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.

ADDRESSING INFORMATION

Addressing for projects will be released ten working days after the receipt of the final recorded plat and digital copy of the plat.

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

SUPPORT DOCUMENTS FOR RECORDATION

☐ WILLIMASON COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Original owner's affidavit for recording.
- ____ 3. Williamson County cover sheet.
- ____ 4. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

☐ TRAVIS COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

PLANNING & ZONING COMMISSION

In order to schedule the final plat for review by the Planning & Zoning Commission, the following items will be required to be submitted.

- ☐ 1 – 18" X 24" signed mylar (black, permanent ink only)
- ☐ PDF copy of the final plat
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203)

Units: US Survey Feet

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

MINOR SITE DEVELOPMENT PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- Minor Site Development Permit applications are required for non-residential and multi-family developments. These plans include minor site activity that may increase the impervious cover by no more than 1,000 square feet.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
		☐ 1. Completed and Signed Application & Checklist with the owner's original signatures. ☐ 2. Five sets of plans (24" X 36"), (22" X 34"), or (11" X 17") including the items listed in the checklist. Include the title of each sheet (i.e. site plan, landscape plan, grading plan, etc.) along the right edge, visible when rolled. ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required. ☐ 4. Certified tax certificate or other evidence that taxes have been paid. ☐ 5. Support documents such as TIA, Drainage Reports, Lift Station Reports, HEC Models, etc. ☐ 6. Letter explaining any proposed development agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____ ☐ 7. Is development proposed within the floodplain? ☐ Yes ☐ No If yes, the floodplain development application is required to be submitted concurrently with the Construction Plans. ☐ 8. Planned Unit Development (PUD) or Special Use Permit (SUP) information (if applicable) Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ Is this plan subject to a SUP? ☐ Yes ☐ No If yes, provide the name: _____ ☐ 9. Are any offsite or separate instrument easements required? ☐ Yes ☐ No If use, either provide the recordation number on the plans or provide the application for review. ☐ 10. Planned Unit Development (PUD) information (if applicable) 11. Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ 12. Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____ ☐ 13. Traffic Impact Analysis (TIA) information. Provide one of the following: ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer. ☐ TIA Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal. ☐ 14. Recent Title Commitment (dated within one year; if the title commitment is older than one year, submit a property report of nothing further certificate) ☐ 15. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report. ☐ 16. Disk/USB with all submittal documents ☐ 17. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 500.00
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission)	\$ 750.00

*RESUBMITTAL FEES: A resubmittal fee in the amount of \$500 is due for each submittal after the 3rd review.

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plan sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

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

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

Total Gross Sq. Ft. of Building(s): _____ Total Impervious Cover Sq. Ft: _____
(pavement and building)

Proposed Number of Multi-Family / Condo Units: _____

Brief Summary of Work: _____

MINOR SITE DEVELOPMENT PERMIT REVIEW PROCESS

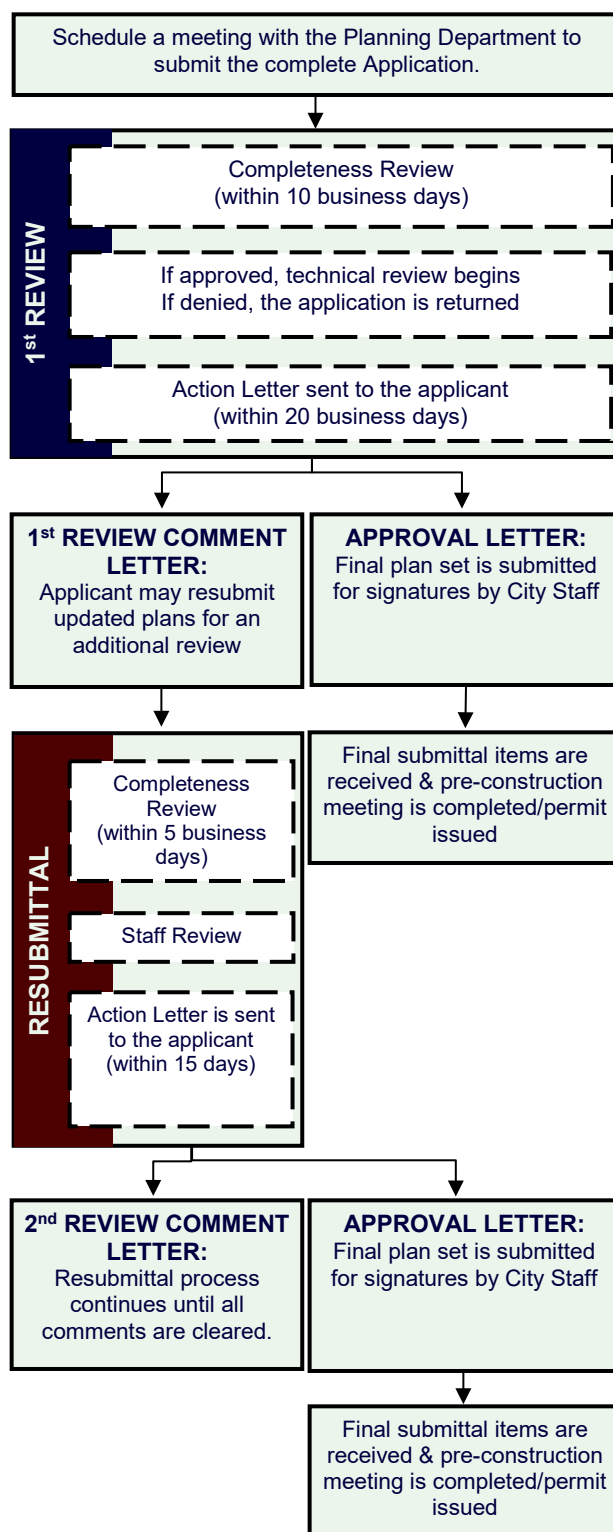
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A complete submittal shall include the following:
 - a. Updated Plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 2 collated and stapled final copies of the signed plans.
 - b. A scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. Outstanding Fees
 - e. Pre-construction meeting request form
9. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____ §

COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

MINOR SITE DEVELOPMENT CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ General Notes
 - ☐ Final Plat
 - ☐ Existing Conditions & Demolition Plan
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Grading & Drainage Plan
 - ☐ Site Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
 - ☐ Master Architectural Plan
 - ☐ Master Streetscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).
- ___ 4. All property lines shall be identified with a solid, heavy, and black line.
- ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include reciprocal access easement, public utility, landscape, and public access easement; access easement for water quality or detention pond. If these easements are not provided by the final plat, a separate instrument easement shall be required. The application is available online at: <https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists>.
- ___ 6. If permit application is for a public park required with a subdivision, a deed is provided deeding land to the City. (Deed will be executed and recorded after final acceptance of improvements.)
- ___ 7. If an adjacent street is sub-standard or needs widening in accordance with Transportation Plan, right-of-way and pro-rata cost participation is provided. This is typically a payment for half the cost of the full cross-section for the street over the length of the property along the street.

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name
 - Minor Site Development Plans
 - Project Number (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Engineer name, address, and phone number
 - Surveyor name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
 - Land use summary including zoning, proposed use, acreage, total impervious cover, building impervious cover, and total number of multi-family or condo units.
 - Property information including legal description
 - Future Land Use Category as identified on the Future Land Use Map
 - Proposed Incentives that are determined by Masonry percentages
 - Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat.
 - List of required offsite easements and recordation numbers
- ___ 4. Index on the right side of the sheet name and number.

___ 5. Example cover sheet:

Project Information	<i>Project Name</i> Site Development Plans <i>Project Number</i> CIP Number	Index
	Location Sketch	
Revision Block	Signature Block	Approval

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

___ 7. Include the following engineering responsibility statement below the signature block.

"The Engineer of Record is solely responsible for the completeness, accuracy, regulatory compliance, and adequacy of these plans and/or specifications whether or not the plans and/or specifications were reviewed by the City Engineer(s)."

___ 8. Revision block below the below including the following.

Revision #	Description	Approval

GENERAL NOTES:

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

FINAL PLAT:

___ 1. Insert the final plat. The final copy needs to be provided prior to the issuance of the site development permit.

EXISTING CONDITIONS & DEMOLITION PLAN

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
- ___ 2. Identify proposed improvements for demolition.

EROSION & SEDIMENTATION CONTROLS:

- ___ 1. These sheet shall be a stand along sheet that only includes Erosion and Sedimentation Control information.
- ___ 2. Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.
- ___ 3. Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

- ___ 4. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 5. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.
- ___ 6. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 7. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 8. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 9. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.
- ___ 10. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.
- ___ 11. Any permanent stormwater control facility such as a water quality or detention pond, must be located in an Access Easement dedicated to the City to allow the City or its contractors access to the facility for periodic inspection. A Maintenance agreement and plan shall be filed in the real property records of the county in which the property is located. Documentation of the submittal to the County shall be provided to the City.

GRADING & DRAINAGE IMPROVEMENTS:

- ___ 1. Detailed design of all drainage facilities as indicated in the Preliminary Plat phase, including typical channel or paving section, storm sewers and other storm water control facilities. This shall include all relevant models, spreadsheets, and other aids utilized in this design.
- ___ 2. Adequate access is provided for maintenance of and repair to drainage facilities.
- ___ 3. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown.
- ___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 5. Attendant documents containing design computations in accordance with the Subdivision Ordinance for the City of Leander, and any additional information required to evaluate the proposed drainage improvements. This shall be formatted into a drainage report that organizes and presents explanation as needed to properly communicate this process to the City for review. This report will contain all constants, assumptions, and calculations required in the design process.
- ___ 6. Location of the regulatory 100-year floodplain (if any) is provided.
- ___ 7. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable. If there are any changes to a creek, or within a buffer zone, in addition to any changes to anything within the 100 year floodplain, Floodplain Development Permit shall be submitted for concurrent review.
- ___ 8. Non-Residential and Multi-Family Drainage and Detention Facilities:
 - ☐ Non-residential and multi-family drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Non-residential and multi-family drainage facilities are not allowed within ten feet (10') of street ROW except those which are necessary to convey drainage in the shortest possible route to or from street ROW.
 - ☐ Non-residential and multi-family drainage facilities located within the front setback shall not exceed 25% of the area of the front setback.
 - ☐ Any fencing around non-residential and multi-family detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.
 - ☐ Structural stabilization including vertical walls and riprap for non-residential and multi-family drainage facilities shall be limited to not more than thirty (30%) percent of the perimeter of the pond excluding outlet structures. The remainder of the perimeter shall be earthen embankment no steeper than 3:1 slope. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, structural stabilization is permitted for the full perimeter and screening requirements listed in Article VI, Section 1 (d) of this Ordinance shall apply.

- ___ 9. Residential Drainage and Detention Facilities:
- ☐ Residential drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Residential drainage facilities shall utilize earthen berms and be designed with a curvi-linear shape. Any structural stabilization with slopes steeper than 3:1 shall be limited to the use of native stone (except for outlet structures which can be concrete) and shall be limited to not more than thirty (30%) percent of the perimeter of the pond. Such ponds shall be seamlessly integrated with the landscaping. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, concrete is permitted instead of native stone and screening requirements Article VI, Sec. 1 (d) of this Ordinance shall apply.
 - ☐ Any fencing around residential detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.

SITE PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.
- ___ 6. Location, dimensions, square footage and intended uses of the site. If uses are not known at this time, a note is provided on the site plan as follows:
Uses for this site are currently unknown. This permit therefore proposes no uses at this time. Uses will be proposed at a later date in conjunction with future permits and in compliance with the zoning ordinance of the City of Leander.
- ___ 7. Provide the following notes:
All site utility lines are proposed to be located underground.
Exterior lighting shall be shielded such that the light source is not directly visible from the public ROW or adjacent residential districts or uses at the property line. Unshielded "wall pack" lighting is not proposed.
Al Clawson Disposal, Inc. shall be the sole provider of waste hauling for this site after construction.
Air conditioning units are not proposed forward the front wall of the building.
Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck.
For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 8. For multi-family, a table showing the number of living units, the acreage and the units per acre is provided. Density is determined by the amount of proposed masonry.
- ___ 9. For multi-family, the total number of units per acre is limited to 8 units unless the applicant is proposing a higher masonry standard. If 100% masonry is proposed, then the density may be 25 units per acre. If 85% masonry on the first story and 50% on the second story is proposed, then the density may be 18 units per acre. If increased masonry is proposed, provide a note on the plans.
- ___ 10. Multi-family units are at least 500 sq. ft. for efficiency units, 650 sq. ft. for one bedroom units, 850 sq. ft. for two bedroom units, and an additional 150 sq. ft. for each bedroom thereafter.
- ___ 11. For multi-family, a proposal in compliance with the park dedication requirements of the subdivision ordinance.

- ___ 12. Parking lot layout is provided in conformance with the Transportation Criteria Manual (including the following criteria):
- Dimensions of parking spaces, aisle widths
 - Driveway intersection sight distance
 - Driveway and aisle curb return radii
 - Dead-end parking bays greater than 150' in length have a fire department turn-around
 - One-way aisles have angled parking
- ___ 13. Fire Lane Striping: Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" shall appear in four inch (4") white letters at 25 feet intervals or less, on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.
- ___ 14. Fire Lane Signs: Signs shall read "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than thirty-five feet (35') apart. Signs may be installed on permanent buildings or walls or as *approved by the Fire Code Official*.
- ___ 15. Access Management – All properties that have frontage onto an arterial street are required to comply with the TxDOT access point spacing standards.
- ___ 16. Driveways are labeled as Type II commercial driveways.
- ___ 17. Any proposed driveway onto a state maintained roadway (US 183, US 183A, FM 2243) has a TxDOT driveway permit and a copy is enclosed.
- ___ 18. Driveways on arterial roadways are at least thirty (30) feet wide at the property line (and not more than 45') and are at least 200' from the edge of another commercial driveway from the edge of a public street or as otherwise defined in the Transportation Criteria Manual. Driveways on lesser streets are at least twenty five (25) feet wide at the property line.
- ___ 19. A parking summary table is provided on the site plan showing that off-street parking is provided in compliance with the Composite Zoning Ordinance (Art.VI, Site Standards; Sec. 3). Compact parking spaces do not exceed 10% of total. This table demonstrates compliance with parking garage requirements associated with multi-family development.
- ___ 20. Handicap parking is provided as follows:
- For commercial projects, handicap parking spaces are provided at a ratio of not less than one handicap space for every 25 parking spaces for the first 100 parking spaces plus one handicap parking space for every 50 parking spaces for the second 100 parking spaces plus one handicap space for every 100 parking spaces for the next 300 parking spaces; or 2% of the total for 501 to 1,000 parking spaces; or 20 handicap parking spaces plus one for each 100 over 1,000 for parking areas having more than 1,000 parking spaces. One out of every 8 handicap parking spaces is required to be van accessible and at least one van accessible handicap space is required [a van accessible space has an 8-foot wide aisle instead of a 5-foot wide aisle]. Handicap parking spaces are identified by a sign with the international symbol of accessibility.
 - At least one route is provided within the boundary of the site to accessible parking, public sidewalks or streets, passenger loading zones (if provided) and public transportation stops (if any), and other accessible facilities (if any) to an accessible building entrance.
- ___ 21. A six foot minimum concrete sidewalk is shown to be installed parallel to all roadways (unless a sidewalk already exists) and is set back at least five feet from the edge of pavement and from parking areas (flexibility to this requirement can be employed if necessary to save existing trees). A ten foot concrete hike and bike trail is provided in-lieu of the six foot sidewalk if required by the Transportation Master Plan. Sidewalks have been coordinated with landscape design to provide substantial landscaping on both sides of the sidewalk. The sidewalk may meander (with small irregular deflections). Pedestrian connections are provided at street crossings as well as to businesses within the development. If a pedestrian access easement nine feet in width is not dedicated with the plat, a separate instrument dedicating such easement is provided herein.
- ___ 22. If the property is zoned with an LO use component, a note is provided on the site plan limiting hours of operation to the general public to between 7:00 a.m. and 10:00 p.m. Sunday through Thursday, and 7:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 23. If the property is zoned with an LC use component, a note is provided on the site plan limiting hours of operation to the general public to between 5:00 a.m. and 10:00 p.m. Sunday through Thursday, and 5:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 24. If this is a non-residential or multi-family site contiguous with another non-residential or multi-family site, a parking aisle connection to the boundary of the site is provided for connection to such contiguous non-residential site unless such connection is determined to be inappropriate by the Planning Department after considering relevant factors such as topographic constraints, environmental constraints and adjacent incompatible uses. If the reciprocal access easement is not provided on the plat, a separate instrument easement will be required.
- ___ 25. No drive-through service lane or outdoor service speaker is located within 75' of a residential district unless such district is utilized for a non-residential use. No drive through service lane is within 50' of a residential district unless a note is shown prohibiting operating during the hours of 10 p.m. to 6 a.m.
- ___ 26. If a business sells alcoholic beverages, it must be at least 300' from a church, public school, or public hospital (see V.T.C.A., Alcoholic Beverage Code 109.33). The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door

to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be in a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections.

___ 27. Building lines have been checked for compliance with the following tables.

BUILDING / STRUCTURE							
SINGLE-FAMILY RESIDENTIAL DISTRICTS							
	Use Component	Front	Side	Street Side	Rear		
Standard Setback	SFR	25'	7'	15'	15'		
	SFE, SFS, SFU, SFU/MH, TF	20'	5'	15'	15'		
	SFC, SFL	15' *	5' or 0' & 10'	15'	15'		
	CH*****	15'	5'	15'	15'		
	TH	10'*	5'	10'	10		
	SFT	10' *	0 or 10'	15'	15'		
Garage Setback	SFR, SFE, SFS, SFU, SFU/MH. SFC, SFL, CH, SFT, TF See Article VIII, Section 5 (i)						
NON-RESIDENTIAL & MULTI-FAMILY DISTRICTS							
	Use Component	Max Front	Min Front	Min Side	Min Street Side	Max Street Side	Min Rear
Standard Setback	NR		15' *	5'	15'		15'
	MF		25'	10'	25'		20'
	LO, LC		30'	10'	30'		10'
	GC, HC, HI		35'	15'	35'		15'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI		(NA)	50'	(N/A)		50'

PARKING, AISLE, LOADING, CANOPIES, OUTDOOR DISPLAY							
	Use Component	Site Component	Front	Side	Street Side	Rear	
Standard Setback	MF	All	20'	5'****	20'	5'****	
	LO, LC, GC, HC, HI	Type 1, 2	15'	5'****	15'	5'****	
		Type 3	20'	5'****	20'	5'****	
		Type 4, 5	25'	5'****	25'	5'****	
Special Setback Where Adjacent to SF or TF**	MF, LO, LC, GC, HC, HI	Type 1-3	(N/A)	15'	(N/A)	15'	
		Type 4, 5	(N/A)	20'	(N/A)	20'	

OUTDOOR STORAGE						
	Use Component	Site Component	Front	Side	Street Side	Rear
Standard Setback	LO, LC, GC, HC, HI	Type 3-4	***	5'****	***	0'
		Type 5	25'	0'****	25'	0'
Special Setback Where Adjacent to SF or TF**	LO, LC, GC, HC, HI	Type 3-5	(N/A)	25'	(N/A)	25'

* In no case shall the garage be closer to the ROW than 18'

** Unless such district is utilized for a non-residential use

*** No closer than the street facing wall of the primary structure that utilizes such storage.

**** Setback does not apply for parking, drive aisles, storage etc. that are intended to cross lot line.

***** Setbacks are for the perimeter of the project, not the individual units.

Setback Incentives: If the exterior surface area of buildings/structures are comprised of at least 85% masonry and 50% masonry for each additional story, then the following setbacks apply.

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	20'	10'	20'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	25'	(NA)	25'

If the exterior surface area of buildings/structures are comprised of at least 100% masonry, then the following setbacks apply:

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	15'	10'	15'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	20'	(NA)	20'

___ 28. Check the applicable site component of the composite zoning district for the subject property and complete the checklist under that component:

___ **Type 1**

- Accessory structures, if proposed, do not exceed 5% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Outdoor animal boarding is not proposed.
- Major outdoor entertainment venues as a primary use are not proposed.
- A minimum of 150% of the standard landscape requirements are provided.
- Detention and water quality ponds are designed with earthen berms and a curvi-linear contoured shape. Structural stabilization is limited to native stone (except for outlet structures) and is limited to not more than 30% of the perimeter of the pond. Ponds are integrated with landscaping.
- No drive-through service lanes, drive-in service, outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- No light standards exceed 16' in height.
- No ground mounted signage exceeds six feet in height.
- No first floor gross building area exceeds 10,000 square feet and no building contains more than 20,000 gross square feet of floor area.
- No building is proposed with a height of greater than 35 feet.

- Parking areas are no wider than two modules in width (one module is an aisle with adjacent parking stalls).
- No more than one parking module is proposed between the building(s) closest to the street and the street frontage.
- If a restaurant is proposed, outdoor seating is provided. Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use. If multi-family is proposed:
 - No parking modules, drive aisles, driveways, garages or similar facilities are proposed between the building(s) closest to the street frontage.
 - At least 85% of the units have at least one enclosed garage parking space and such garages are to be leased, rented or sold with the applicable units.
 - No first floor building area exceeds 7,000 gross square feet and no building contains more than 14,000 gross square feet of floor area.
 - The fronts of all buildings face either a public street or an exclusive front yard area not less than twenty feet in depth and garage doors do not face the front.
 - A maximum of two front doors are provided with each building.
 - Each structure is designed to appear to be one single-family home (mansion).
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

Type 2

- Accessory structures, if proposed, do not exceed 10% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- No outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- Individual users are not proposed to exceed 40,000 square feet in gross floor area in any one building. Individual buildings are not proposed to exceed 60,000 sq. ft. in floor area.
- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.
- If multi-family is proposed:
 - At least seventy-five percent (75%) of the units are required to have at least one enclosed garage parking space and such garages are required to be leased, rented or sold with the applicable units.
 - Parking areas shall be no wider than two parking modules wide
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

Type 3

- Accessory structures, if proposed, do not exceed 30% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- The area of any outdoor display of merchandise does not exceed 30% of the gross floor area of the building.
- The area of any outdoor storage or container storage does not exceed 20% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- The combination of outdoor display, outdoor storage and accessory buildings does not exceed 40% of the gross floor area of the primary building.
- Vehicle wash facilities are located no closer than 150 feet, and vehicle fueling is located no closer than 200 feet from a residential district unless such district is utilized for non-residential purposes.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.

_____ **Type 4**

- The area of any outdoor storage or container storage does not exceed 60% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- Accessory structures, if proposed, do not exceed 60% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- The combination of outdoor storage and accessory buildings does not exceed 80% of the gross floor area of the building.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

_____ **Type 5**

- Outdoor storage and container storage is screened from view in accordance with landscape screening provisions.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- ___ 29. If the project is proposed to be developed in phases, a clear delineation of the phase lines is shown on the site plan. Provide the timing of the phases. The phasing plan may not exceed four years.
- ___ 30. If any of the following uses are proposed, a Special Use Permit has been applied for:
 Airport, landing field, landing strip, amusement park, circus, carnival, temporary or seasonal development, private community building or recreation field, radio or TV tower or station, drive-in theater on less than ten acres, cemeteries, kiosks or other temporary or seasonal open air vending, accessory buildings that exceed permitted sizes, residential uses on the first floor of non-residential districts (unless permitted by the use component), tents or other temporary structures not permitted by the zoning ordinance, temporary residential use of a travel trailer or recreational vehicle.
- ___ 31. Enclosed accessory buildings are not shown in front of or to the side of the main building and do not exceed fifteen feet in height.
- ___ 32. Show the location and description of any proposed fencing and provide a detail. If chain link fencing is proposed, it is not located around a detention or WQ pond and all parts of the fence are vinyl coated.
- ___ 33. No fencing is proposed within the front or side street setback.
- ___ 34. Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck. For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 35. Air conditioning units are not shown forward of the front wall of the building.
- ___ 36. For projects that are within 400 feet of US 183, US 183A, Lakeline Blvd., RM 2243, Old 2243 West, Bagdad Rd., Crystal Falls or San Gabriel Parkway, the following uses are not proposed or permitted: mini-warehouse or self-storage facilities, boat and RV storage, material salvage unless enclosed within a building, sexually-oriented businesses, motor vehicle salvage.
- ___ 37. Warehouse, mini-warehouse and overhead (commercial service) doors are not oriented to face a street(s) or residential property or shall be screened from view from the street(s) or residential property.

UTILITY PLAN:

-
- ___ 1. Provider or method of proposed water and wastewater service is identified.
- ___ 2. The layout, size and specific location of proposed water mains, wastewater lines, lift stations and other related structures are shown.
- ___ 3. The location of existing and proposed fire hydrants, valves, meters and other appurtenances is shown.
- ___ 4. Location of Double Check Valve Backflow Prevention Assembly in accordance with AWWA Standard C510-92 (if applicable) is shown.
- ___ 5. Design details showing the connection with the existing City water system are provided.
- ___ 6. Plan and profile drawings for each utility in public ROW or public utility easements showing existing ground level elevation at centerline of pipe, pipe size and flow line elevation at all bends, any conflicts with other underground elements such as conflicting utilities with accurate dimension between outer diameter of the proposed utility and the outer edge of the conflicting element, drops, turns and at 50 foot intervals are provided.

- ___ 7. Detailed designs for lift stations, or other special wastewater appurtenances if applicable, are provided.
- ___ 8. Utility demand data, calculations supporting water system design (which will be used to support the water meter sizing), sanitary system design, storm system design,

ROAD, SIDEWALK CLOSURE, & TRAFFIC CONTROL PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If applicable, a Site specific Traffic Control Plan shall be submitted as part of this set of plans.
- ___ 3. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 4. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 5. If the project impacts existing school zones, they include any necessary signage and/or striping.

STANDARD DETAILS:

- ___ 1. Insert the applicable City of Leander Standard Details. These details may be found online at <http://www.leandertx.gov/engineering/page/standard-details>. These will either be 8x per each 22"x34" plan sheet or 4x for each 22"x34" plan sheet

LANDSCAPE PLAN:

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
- Landscaped area is provided equal to or exceeding the following percentages of total developed lot area (Note: If only a portion of the lot is developed and the remainder is reserved for future development of an additional phase, show the developed lot area as just the phase currently proposed for development and show a clear phase boundary line):
 - Multifamily – 20%
 - Office and Professional – 15%
 - Commercial – 15%
 - Industrial or manufacturing – 10%
 - Schools, churches, community centers and private parks – 15%
 - The following have not been counted toward landscape requirements:
 - Detention and water quality unless meeting the standards of the landscape ordinance.
 - Utility, mechanical and electrical facilities.
 - Sidewalks or paved areas except decorative pavers not exceeding 10% of required landscape area.
 - Landscaped areas less than four feet in width.
 - For every 600 square feet of landscaped area required by the ordinance (including required setbacks of the zoning ordinance even if such setbacks exceed the minimum required landscape area), 2 shade trees (two inch caliper minimum) and 4 shrubs (five gallon size) are installed (school facilities install 50% of that standard).
 - At least 75% of the required trees are required to be significant trees large trees/shade trees (as defined by the Grow Green Guide), the remaining trees may be small trees or ornamental trees all of which shall be selected from the preferred plant list or Grow Green Guide. Two ten gallon ornamental trees are permitted to be substituted for each shade tree as long as at least half of the required number of shade trees are installed. Retained trees and shrubs may be counted toward landscape requirements.
 - Street trees shall be planted between the sidewalk and back of curb (or edge of pavement) in accordance with the City's street tree detail. Street tree species shall be consistent on both sides of the street within a block, shall be a street tree species listed in the preferred plant list, and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall not exceed thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area.
 - A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.

- 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. Additional trees are shown as necessary so that the centerpoint of every parking space is within 50' of a tree.
- ___ 7. No landscaping over 3 feet high is located within 40 feet of the intersection of any street. (Measured from the edge of pavement as if the curbs or pavement edges are not rounded off and intersect at a right angle).
- ___ 8. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 9. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 10. Show the screening of off-street parking areas, loading spaces and docks, refuse containers, outside storage areas and storage containers, antennas, mechanical equipment, metal siding and the rear of structures on reverse frontage lots from view from adjacent streets or residential areas is provided through the use of fences, evergreen plantings, landscape berms and/or existing vegetation. If a fence is utilized, the finished side of the fence faces away from the screened object. If the outdoor storage is adjacent to an arterial or collector roadway, then the wall is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco (limited to 35% of the exterior surface area of walls), factory tinted (not painted) split face concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete is also permitted when the wall is adjacent to collectors. A five foot wide landscape buffer is located outside the fence so that it is visible from the designated roadway and consists of the landscape materials required by the Landscape Ordinance (a landscaped buffer is not required if the fence is on a rear lot line).
- ___ 11. Provide the following notes:
- The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.***
- (In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)
- Tree caliper is the trunk diameter of a tree at twelve (12") inches above natural grade per the Composite Zoning Ordinance.***
- Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:
- All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.***
- All disturbed areas and ROW will be re-vegetated by the developer.***
- All invasive species shall be removed from the property.***
- No more than 50% of the same species may be planted to meet the tree planting requirements.***
- ___ 12. Invasive Species: Multi-Family and non-residential projects are required to remove all invasive species for the portion of the project identified within the limits of construction.

- ___ 13. Tree Diversification: No more than fifty (50%) percent of the same species may be planted to meet the tree planting requirements.
- ___ 14. If a non-residential use is proposed adjacent to property utilized for a single-family or two-family residence on land zoned for such, or land planned or platted for such, a six-foot privacy wall is shown along the common property line unless an existing structure is proposed to be expanded by less than 50%, or 1,000 sq. ft., whichever is less. Such wall is required to be constructed of one or more of the following materials: textured pre-cast concrete (e.g. WoodCrete), brick, stone, cast stone, stucco, factory tinted or painted split-faced concrete masonry unit, granite, tile or other similar material approved by the Director of Planning.

PARK PLAN:

- ___ 1. If park improvements are proposed, the improvements meet the following criteria:
- ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
 - ___ A note is shown on the final plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
 - ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.
- ___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:
- ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
 - ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
 - ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.
- ___ 3. If an alternative park plan is proposed, it meets the following criteria:
- ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
 - ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
 - ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.
- ___ 4. Provide a phasing table demonstrating compliance with the Ordinance

MASTER ARCHITECTURAL PLAN:

- ___ 1. Master Architectural Plan:
- ☐ The intent of the Master Architectural Plan is to provide for a cohesive development on all four corners at the intersections of arterials and collectors. This plan should incorporate common elements that evoke a sense of place and have elements that contribute to cohesive identity.
 - ☐ Development on all four corners of intersections of arterials and collectors shall provide and comply with a Master Architectural Plan that incorporates the following:
 - Exterior building materials used on the exterior of each structure
 - Exterior building color palettes
 - Exterior elements of building facades such as wall accents, covered entries, columns, or other features
 - Other elements as approved by the Director of Planning.
 - ☐ Development at these intersections shall comply with the plan after the date of the initial submittal of a Master Architectural Plan.
 - ☐ This plan shall be submitted with the site development permit for the project. The plan may be amended as the intersection develops to incorporate additional standards.

MAJOR CORRIDOR STREETScape PLAN:

- ___ 1. Major Corridor Streetscape Standards:
- ☐ Major corridors include all arterials identified on the City's Transportation Plan.
 - ☐ All development adjacent to a corridor shall install street trees between the back of curb or edge of pavement and the required sidewalk in accordance with the City's street tree detail. The trunk of the street tree shall be no closer than 3 feet from the back of curb or edge of pavement and no further than eight (8) feet; the Director of Planning may approve alternative locations if specific conditions warrant. Street tree species shall be consistent on both sides of the corridor, species may change at a street intersection, however major intersection shall comply with the major intersection standards in this section. Street trees shall be spaced no more than thirty (30) feet on center and shall be in a straight line along the corridor.
 - ☐ If a parking lot is located between the right-of-way and a building along a corridor, the parking lot must be fully screened from view of the corridor to a height of four (4) feet with one or more of the following elements:
 - a four (4) foot tall masonry screening wall located at or behind the required parking setback

- a berm with landscaping that measures at least four (4) feet tall at the top of the landscaping located within the required front setback area
- ❑ In addition to other restrictions in this ordinance, the following items shall not be located between a primary building and the right-of-way along a major corridor:
 - mechanical equipment other than that of a public utility
 - drive-through service lanes or queuing spaces
 - accessory structures
- ❑ The following standards apply to the screening of the rear or service side of buildings along a Major Corridor:
 - the rear or service side of a building may not face a Major Corridor within four hundred (400) feet of the corridor's right-of-way.
 - loading areas and service drives must be screened from view of the Major Corridor with landscaping that is six (6) feet tall at installation or a wing wall that extends from the building that is a minimum of six (6) feet tall and constructed of the same or significantly similar materials as the primary building.
- ❑ The following standards shall apply to all major intersections along the corridor:
 - major intersections are those intersections with other major corridors or collector roads
 - all four corners of a major intersection shall have a coordinated landscape design
 - all four corners of a major intersection shall include identity monument signs which shall be coordinated and consistent in design and materials
 - identity monument signs may include the name and/or logo of the adjacent development and shall include the City of Leander logo
- ❑ Major Corridors shall comply with the following landscape and hardscape materials requirements
 - each major corridor shall have a primary landscape and hardscape materials palette
 - landscaping and hardscaping (including walls and planters) within the right-of-way and front setback of all properties along a major corridor shall comply with the corridor materials palette the corridor materials palette shall be maintained by the Planning Department
- ❑ Walls constructed along Major Corridors shall meet the following requirements in addition to any other requirements of this ordinance.
 - all walls constructed parallel to a major corridor shall comply with the corridor materials palette
 - walls that continue from one development or property to another within the same block shall continue the same material and design
 - wall material or design may change in a new block as long as the materials are consistent with the materials palette for the corridor

INFORMATION ABOUT THE PUBLIC ART COMMITTEE (LPAC)

The Leander Public Art Committee (LPAC):

- Encourages public & private programs that develop visual & performing arts;
- Recommends cultural & artistic endeavors to City Manager and Council;
- Advocates and advises on cultural and artistic endeavors;
- Encourages donations, grants and other art support; and
- Monitors the Public Art Initiative.

The intent of LPAC is to enhance the aesthetic environment and encourage private developers/owners to provide/promote works of art and donate to the City's Public Art Fund. LPAC encourages the Private Sector to

- Encourage investment of time, effort and money into the art displayed on their sites;
- Recognize that art is intrinsically valuable to the Cityscape;
- Incorporate visual art in the design & construction of facilities; and
- Expand the public's experience & exposure to culture through various art forms.

The Public Art Fund shall be used solely for the selection, commission, acquisition, installation, maintenance, administration and insurance of the works of art or in relation thereto. Contact Mark Tummons, Parks & Recreation Director for more information (512-528-9909 or mtummons@leandertx.gov).

FINAL SUBMITTAL REVIEW

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

Items to submit:

- ❑ One final set of plans
- ❑ A comment response letter indicating how the staff comments were addressed.
- ❑ Disk/USB including the submittal documents

REQUIREMENTS FOR ISSUANCE OF SITE DEVELOPMENT PERMIT:

- Submittal of one final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 1. Two copies of the approved and signed plans.
 2. Scanned set of plans on a CD of the final approved site development plan as a TIF and AutoCAD formats. Plans must be scanned at 300 dpi, uncompressed TIF to the original approved scale.
 3. Submittal of any outstanding fees including roadway improvement fees and review fees.
 4. Approved SWPPP. Prior to the City's approval of the site development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Site Development Permit shall be issued during the pre-construction meeting.
- Permits cannot be issued in subdivisions that are not accepted for maintenance by the City, for improvements on illegal tracts (not legally subdivided) or for improvements on land that does not have the proper zoning classification.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- If the project is eligible for a conditional certificate of completion, there is a fee of 30% of the review fee. The Composite Zoning Ordinance requirements also apply.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

SHORT FORM FINAL PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

A short form final plat allows for the subdivision of properties that do not require a concept plan, preliminary plat, or public improvement construction Plans. This platting option may be utilized when a subdivision meets the following conditions:

- ☐ No new public street is necessary for each lot to have access on to a public street.
 - ☐ Each of the lots is contiguous with at least one other lot in the subdivision for a distance of at least 50 feet.
 - ☐ No off-site improvements are necessary for utility service or drainage.
 - ☐ No more than four (4) lots are involved.
- If changes to the street names are proposed after the approval of the Preliminary Plat, then documentation from both Williamson and Travis County 911/Addressing stating that all street names on the Final Plat are approved and not duplicated in other areas of the counties.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS

PROVIDED

Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.

- ☐ 1. Completed and Signed Application & Checklist with the owner's original signatures.
- ☐ 2. Twelve sets of the Short Form Final Plat Document (18"X24" in size).
- ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required.
- ☐ 4. Existing deed restrictions or covenants (if applicable).
- ☐ 5. Copy of certified tax certificate.
- ☐ 6. Title Commitment (dated within one year). If the Title Commitment is older than one year, submit a property report or a Nothing Further Certificate.
- ☐ 7. Completed short form final plat determination form.
- ☐ 8. Is a public hearing required? ☐ Yes ☐ No
If so, provide the following:
 - ☐ Tax map(s) highlighting the subject property and showing the line extending 200 feet from property
 - ☐ List of property owners names, addresses, and the County Property Identification Number from the county appraisal district (www.wcad.org or www.traviscad.org) within 200 feet of the perimeter of the tract and
 - ☐ One set of mailing labels for notification of adjacent owners from (b) above (Two sets if the applicant uses the Standard Review Procedure).
 - ☐ County short ID # of subject property _____.
- ☐ 9. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
- ☐ 10. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____.
- ☐ 11. Documentation from both Williamson and Travis County 911/Addressing stating that all of the street names on the Final Plat are not duplicated in other areas of the county (if new street names are proposed).
- ☐ 12. Is a variance proposed? ☐ Yes ☐ No
If yes, provide the application with this submittal.
- ☐ 13. Traffic Impact Analysis (TIA) information. Provide one of the following:
 - ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer.
 - ☐ TIA Update Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
- ☐ 14. Provide documentation that the concept plan and preliminary plat have been approved.
- ☐ 15. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
- ☐ 16. Disk/USB with all submittal documents.
- ☐ 17. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 550.00
Owner Notification Fee – \$5.00 per owner notification (if required for replat):	\$ _____
Public Hearing Notification – \$150.00 per sign (if required for replat):	\$ _____
GIS Mapping Fee:	\$ 75.00
Professional Recovery Fee:	\$ 250.00

TOTAL FEE (due at the time of application submission) **\$**

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the “Required Items for Submittal Package” list shall be included.
2. All plat sheets shall meet the format listed in the “General Section” below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

SHORT FORM FINAL PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review/Expedited Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

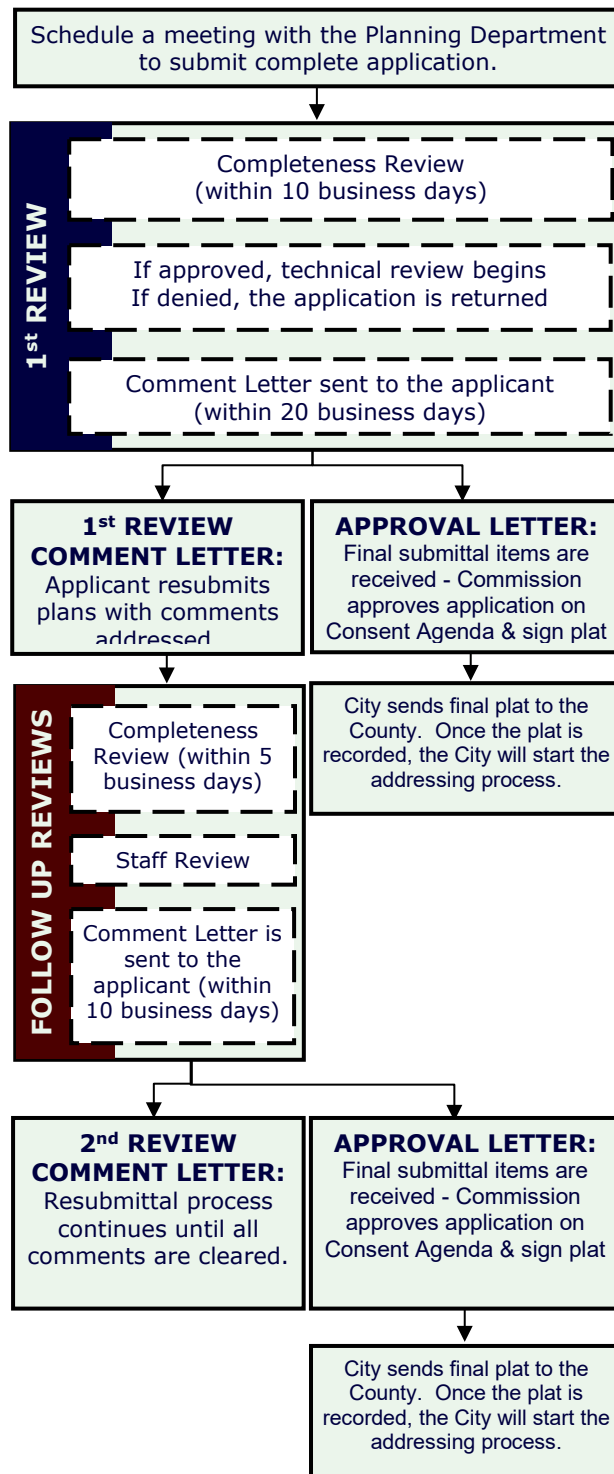
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five (5) business days. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. If approved, the applicant will need to submit a final mylar that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk with the submittal package
7. This process repeats until all comments are cleared.
8. Once the Commission approves the final plat, then the City will send the final plat to the County for recordation. If there are remaining conditions (such as completion of public improvements or posting of fiscal), they are required to be addressed prior to recordation.



STANDARD REVIEW PROCEDURE

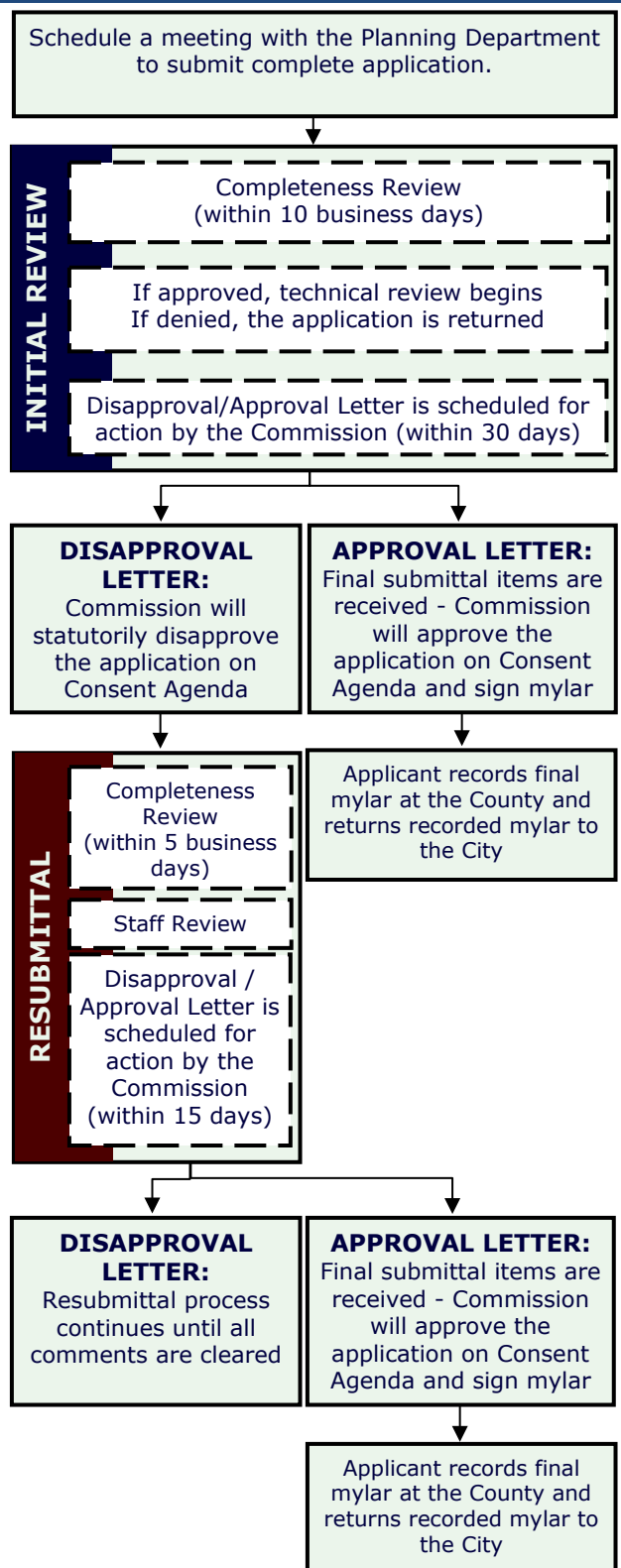
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).

2. A disapproval or approval letter will be generated within 30 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final mylar that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

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

4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the applicant will need to submit a final mylar that includes original signatures by the owner, engineer (if required), County (if septic is proposed), lien holder (if required), and surveyor.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once the Commission approves the final plat, then the mylar will be signed by the Commission. After any conditions are addressed (such as payment of TIA or parkland fees and completion of public improvements or posting of fiscal) then the mylar may be released for recordation.
7. Once the mylar is recorded, the applicant will return the recorded plat and scan of the recorded plat on disk to the City to complete the process.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

SHORT FORM FINAL PLAT CHECKLIST

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

GENERAL	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Final Plat Sheets ☐ Notes & Signatures ___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet. ___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets. ___ 4. All property lines shall be identified with a solid, heavy, and black line. ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include water, wastewater, or drainage easements. Templates are available from the Planning Department.	Art II, Sec 24 (d)(2) Art II, Sec 24 (b) Art II, Sec 24 (d)(2) Art II, Sec 24 (d)(2) Art II, Sec 24 (c)(4)(i)
SHEET 1 – COVER SHEET	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The “Subdivision Name” shall match the preliminary plat and include the phase and section number. The proposed name of the subdivision does not have the same spelling nor is it pronounced similarly to the name of any other subdivision located within the City or within the extraterritorial jurisdiction unless for different sections or phases of the same subdivision. Include the word “Replat” after the subdivision name if a replat is proposed. <i>Subdivision Name</i> Short Form Final Plat ___ 2. Project information on the left side of the sheet including the following: ☐ Property owner name, address, and phone number ☐ Developer name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Developer/Agent name, address, and phone number ☐ Filing date ___ 3. Scale (graphic and number format) and north arrow. ___ 4. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended. ___ 5. Index on the right side of the sheet name and number. ___ 6. Example cover sheet: Subdivision Name Short Form Final Plat Project Information Location Sketch Index 1 of 1 ___ 7. Table including the total number of lots, acreage, breakdown of lots by proposed uses and reservations for all lots in the subdivision. ___ 8. Provide a table including the street name(s) and linear footage.	Art II, Sec 24 (c)(1)(i) Art II, Sec 24 (c)(1)(ii) Art II, Sec 24 (c)(1)(ii) Art II, Sec 24 (c) (1) (iii) Art II, Sec 24 (d)(2) Art II, Sec 24 (d)(2) Art II, Sec 24 (c)(1)(iv) Art II, Sec 24 (d)(2)

SHEET 2 – SHORT FORM FINAL PLATOrdinance
Reference**EXISTING CONDITIONS**

___ 1.	The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.	Art II, Sec 24 (c)(2)(i)
___ 2.	Plat or deed references for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 24 (c)(1)(v)
___ 3.	Areas delineating the regulatory one hundred (100) year floodplain, if applicable. This information must be certified by a licensed professional engineer.	Art II, Sec 24 (c)(2)(ii)
___ 4.	Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within the subdivision, intersecting or contiguous with its boundaries or forming such boundaries, as determined from existing deed and plat records.	Art II, Sec 24 (c)(2)(iii)
___ 5.	Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of 1,000 feet of the subdivision boundary.	Art II, Sec 24 (c)(2)(iii)
___ 6.	Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat). This measurement is used to determine if additional ROW is required based on the Transportation Plan	Art II, Sec 24 (c)(2)(iii)
___ 7.	The location of the City limit lines and/or outer border of the City's extra-territorial jurisdiction.	Art II, Sec 24 (c)(2)(iv)
___ 8.	The location of the County line if it traverses or is contiguous to the subdivision.	Art II, Sec 24 (c)(2)(iv)

SURVEY CONTROL INFORMATION

___ 1.	True bearings and distances to the nearest established street lines, official monuments, or existing subdivision corner, which is accurately described on the plat and rotated to the state plane coordinate system. Using said system, X and Y coordinates shall be identified for four (4) property corners.	Art II, Sec 24 (c)(3)(i)
___ 2.	The description and location of all permanent monuments or benchmarks, standard monuments, survey control points and lot pins.	Art II, Sec 24 (c)(3)(ii)
___ 3.	Suitable primary control points to which all dimensions, bearings and similar data shall be referenced. At least one (1) corner of the subdivision shall be located with respect to a corner of the original survey of which it is a part.	Art II, Sec 24 (c)(3)(iii)
___ 4.	Sufficient data for each lot to prove mathematical closure.	Art II, Sec 24 (c)(3)(iv)
___ 5.	Metes and bounds description.	Art II, Sec 24 (c)(3)(iv)
___ 6.	AutoCAD or GIS digital file on a CD as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included. Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203) Units: US Survey Feet	Art II, Sec 24 (c)(3)(v)

IMPROVEMENTS:

___ 1.	The location, bearings, distances, and widths of proposed streets, alleys, easements and rights-of-way to be dedicated to public use.	Art II, Sec 24 (c)(4)(i)
___ 2.	A ten foot wide public utility, landscape and pedestrian access easement is dedicated and shown graphically adjacent to all street ROW. (Note: if use is single family or duplex, only dedicate a ten foot public utility easement).	Art III, Sec 46 (c)
___ 3.	A two and a half foot wide public utility easement is dedicated and shown graphically on all side lot lines.	Art III, Sec 46 (c)
___ 4.	A public safety and a public utility easement is shown on all private streets in the subdivision and includes cable and telecommunications utilities (only if private streets are proposed).	Art III Sec 42 (g)
___ 5.	Streets: Complete curve data (delta, arc length, radius, tangent, point of curve, point of reverse curve, point of tangent, long chord with bearing) between all lot corner pins. Provide street centerline information	Art II, Sec 24 (c)(4)(ii)

___ 6.	Water Courses and Easements: Distances along the side lot lines from the right-of-way line or the high bank of a stream. Traverse line along the edge of all major waterways in a convenient location, preferably along a utility easement if paralleling the drainage easement or stream.	Art II, Sec 24 (c)(4)(iii)
___ 7.	The property lines and number designations of all proposed lots and blocks, with complete bearings, distances and dimensions for front, rear and side lot lines. Identify the dimensions in number format instead of abbreviations (ex. C10 = 110'). If inside the City, lot area, width and depth, public utility and drainage easements conform to the requirements as established for the designated land use as set forth in the Composite Zoning Ordinance. If outside the City, lots served by a central sewage system have a minimum area as provided in the Composite Zoning Ordinance in the zoning district appropriate for the proposed land use.	Art II, Sec 24 (c)(4)(iv)
___ 8.	All land area within the boundaries of the subdivision or re-subdivision except that area specifically dedicated as public right-of-way for any purpose shall be designated as a lot and numbered in sequential order.	Art III, Sec 45 (b) (14)
___ 9.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 10.	Lots to be owned and maintained by an HOA shall include "HOA" as part of the lot label (ex. HOA Parkland, HOA Landscape Lot)	Art II, Sec 24 (c)(1)(iv)
___ 11.	Lots to be dedicated to the City shall include "Public" as part of the lot label (ex. Public Parkland).	Art II, Sec 24 (c)(1)(iv)
___ 12.	The use, property dimensions, names and boundary lines of all special reservations to be dedicated for public use, including sites for schools, churches, parks and open spaces; common ownership; or subsequent development.	Art II, Sec 24 (c)(4)(v)
___ 13.	The final plat is in conformance with the approved preliminary plat.	Art II, Sec 24 (a)(2)
___ 14.	Graphically show the proposed location of sidewalks.	Art II, Sec 24 (c)(4)(vii)
___ 15.	If inside the City limits, subdivision complies with the Leander Composite Zoning ordinance. If plat does not comply with existing zoning, a re-zoning application is enclosed. Current zoning (if inside City of Leander)_____ (Do not show on plat)	Art II, Sec 24 (f)(3)(i)
___ 16.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, curb return radii, etc.	Sec 42 (b)(1)
___ 17.	All lots front on a dedicated public roadway except for lots that have been approved to front a private street that will be maintained by an association.	Art III, Sec 45 (b)(8)
___ 18.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions: ___ Driveways would be located no closer than permitted by the Transportation Criteria Manual. ___ The minimum width of the flag lot is no less than twenty five (25) feet. ___ The narrow portion of the lot is dedicated as a common driveway access easement. ___ No more than two "flag" lots are located side by side. ___ The Fire Chief has no objection to the lot layout. ___ The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	Art III, Sec 45 (b)(8)
___ 19.	There are no single-family or two-family double frontage lots. Single-family and two-family residential lots adjacent to an arterial street comply with Art. VI, Sec. 8 of the Composite Zoning Ordinance and are prohibited by note from having direct access from an arterial street.	Art III, Sec 45 (b)(10)
___ 20.	Wherever feasible, single-family and two-family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)
___ 21.	Single-family and two-family residential lots adjacent to an arterial street have access on a residential street only and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(10)
___ 22.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 24 (c)(2)(iii)
___ 23.	Street right-of-way is dedicated with the plat for the full length and/or width of the lots adjacent to such street, unless otherwise approved by the City Engineer.	Art III, Sec 42 (b)(2)(vi)
___ 24.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 45 (b)(2)(i)
___ 25.	The following is information to the applicant: AI Clawson Disposal, Inc. is currently the sole provider of waste hauling for this site both during and after construction.	Franchise Agreement
___ 26.	If private streets are proposed, the following are provided. Private streets may only be approved for local streets and may not be approved where the gated, private street would prohibit the connection of the street network between neighborhoods impair the ability to complete the City's overall transportation network.	Art III, Sec 42(b)(2)(vii) &

- a) A document establishing an owner's association responsible for maintenance and operation of the private street(s) is provided in accordance with the Subdivision Ordinance.
- b) A note is provided on the plat noting the association's responsibilities and the document # establishing the association.
- c) The document establishing the association also establishes annual assessments adequate to cover the expense of maintenance and operation of the private streets and gives the City the authority to judicially enforce the covenants requiring adequate assessments to be made and collected and the streets to be maintained and repaired; and provides for the City to recover any attorney's fees and expenses incurred in judicial enforcement.
- d) The developer has granted the City a public safety easement and a public utility easement over the private streets in a form acceptable to the City Engineer and said public utility easements include cable and telecommunications utilities. Note should include the following:

Art III, Sec 45
(f) & (g)

A perpetual public safety and public service easement is hereby dedicated for the purpose of providing public safety services, police, fire and medical services, utility meter reading, code enforcement, building inspections, solid waste collection, public school transportation, any other public services and enforcing the city ordinances; and giving the City and its authorized officers and designees uninhibited ingress and egress over, across and through such streets, roadways, and rights-of-way for the purpose of providing public safety services, police, fire and medical services, and enforcing the penal code and city ordinances. The HOA shall maintain at all times with the City Secretary the current gate code or key for all gates regulating access to and from the subdivision.

- ___ 27. Certification from a licensed professional engineer and approval by the Texas Commission on Environmental Quality (TCEQ) (when community well serving more than 25 people for over 60 days a year or when connecting a private well to a public city system) that water satisfactory for human consumption is available in adequate supply at the time of submission, except that such certification is not required if the property will be served by the City water system.

Art II, Sec 24
(c)(1)(vi)

SHEET 3 – SIGNATURES & PLAT NOTES

Ordinance
Reference

SIGNATURES

- ___ 1. Certification and signature blocks as required by the City and County, including the following:

- a) A certified statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat (as found on the title policy or discovered with a title search prepared in conjunction with the most recent purchase of the subject property) and the plat is in conformance with the Leander Subdivision Ordinance.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, [Name of Surveyor], am authorized under the laws of the State of Texas to practice the profession of land surveying and hereby state that I prepared this plat from an actual and accurate on-the-ground survey of the land and that the corner monuments shown thereon were properly placed under my personal supervision, in accordance with all City of Leander Ordinance and Codes, and that all existing easements of record as found on the Title Policy provided by [Title Company Name, GF No.] issued [date] have been shown or noted heron.

Signature and Seal of Licensed Surveyor Date

- b) A certified statement by the engineer is provided as follows.

Art II, Sec 24
(c)(1)(ii) & (iv)

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, [Name of Engineer], am authorized under the laws of the State of Texas to practice the profession of engineering, and do hereby state that this plat conforms with the applicable ordinances of the City of Leander, Texas.

Signature and Seal of Licensed Engineer Date

- c) Names and signature lines for the Chairman of the Planning and Zoning Commission attesting approval of the plat on the right side of the sheet above the County recording statement as follows:

Art II, Sec 25
(f)

Approved this the _____ day of _____, 20__ A.D. at a public meeting of the Planning and Zoning Commission of the City of Leander, Texas and authorized to be filed for record by the County Clerk of _____ County.

ATTEST: _____

- d) Owner's dedication statement including the following with signatures in permanent/waterproof ink and notary seals are legible.

FOR CORPORATE ENTITY – if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ *[or Document Number]*, of the Official Records of Williamson County, Texas does hereby certify that there are no lien holders and dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature] _____

[Name of authorized officer]

[Title of officer]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, *[Name of authorized officer]*, as *[Title of officer]* of *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, on behalf of said *[Name of corporate entity]*, a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

FOR CORPORATE ENTITY – if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That *[Name of corporate entity]*, a *[State of formation]* *[type of corporate entity]*, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ *[or Document Number]*, of the Official Records of Williamson County, Texas does hereby dedicates to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[NAME OF CORPORATE ENTITY]

[signature] _____

[Name of authorized officer]

[Title of officer]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____
My Commission Expires: _____

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated _____, filed of record in the Official Public Records of _____ County, Texas at Vol. _____, Page _____/Document No. _____.

Lienholder Name: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____
My Commission Expires: _____

FOR NATURAL PERSONS– if there are no lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume _____, Page _____ *[or Document Number]*, of the Official Records of Williamson County, Texas do hereby certify that there are no lien holders and dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider

has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature]
[NAME OF OWNER]

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____
Printed Name: _____
My Commission Expires: _____

FOR NATURAL PERSONS– if there are lien holders:

THE STATE OF TEXAS §
COUNTY OF _____ §

That I, _____, as the owner of that certain _____ acre tract of land recorded in Volume ____, Page ____ [or Document Number], of the Official Records of Williamson County, Texas do hereby dedicate to the public forever use of all additional ROW, streets, alleys, easements, parks, and all other lands intended for public dedication, or when the subdivider has made provision for perpetual maintenance thereof, to the inhabitants of the subdivision as shown hereon to be known as _____ subdivision.

[signature]
[NAME OF OWNER]

AND

THE STATE OF TEXAS §
COUNTY OF _____ §

By signing this plat, for and in consideration of the sum of Ten Dollars (\$10.00) and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged, the undersigned hereby releases the rights-of-way, streets, alleys, easements, parks, and other open spaces dedicated to the City or to public use set forth on this plat, from any deed of trust, vendor's lien, or other type of lien or note on the Property owned by the lien holder, including but not limited to the note and lien described in the instrument entitled _____, dated __, filed of record in the Official Public Records of __ County, Texas at Vol. __, Page __/Document No. _____.

Lienholder Name: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF _____ §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this the _____ day of _____, 20____, personally appeared, [Name of authorized officer], as [Title of officer] of [Name of corporate entity], a [State of formation] [type of corporate entity], on behalf of said [Name of corporate entity], a duly authorized agent with authority to sign said document, personally known to me (and proved to me on the basis of satisfactory evidence) to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that (s)he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the ____ day of _____ 20____.

Notary Public-State of _____

Printed Name: _____

My Commission Expires: _____

- e) If the subdivision is not to be served by an organized wastewater collection system, provide this note with the engineer's seal stating whether the tract is or is not located in the Edwards Aquifer Recharge Zone and a signature block certified by Terron Everston, Williamson Co. Director of Environmental Services for Williamson County:

Art II, Sec 24
(c)(1)(vi)

Based upon the above representations of the engineer or surveyor whose seal is affixed hereto, and after a review of the survey as represented by the said engineer or surveyor, I find that this plat complies with the requirements of the Edwards Aquifer Regulations for Williamson County and the Williamson County On-Site Sewerage Facility Regulations. This certification is made solely upon such representations and should not be relied upon for verifications of the facts alleged. The Williamson County and Cities Health District (WCCHD) and Williamson County disclaim any responsibility to any member of the public for independent verification of the representations, factual or otherwise, contained in the plat and the documents associated with it.

J. Terron Everston, PE, DR, CFM
County Engineer

Date

Or a signature block certified by Brandon Couch, Program Manager – On-site Waste Water Program for Travis County:

O.S.S.F. NOTES:

1. No structure in this subdivision shall be occupied until connected to a public sewer system or a private on-site wastewater (septic) system that has been approved and licensed for operation by the Travis County On-Site Wastewater Program.
2. This subdivision is subject to all the terms and conditions of Chapter 448, Travis County Code, Rules of Travis County, Texas for On-Site Sewage Facilities. These rules require, among other things, that a construction permit be obtained from Travis County before an on-site sewage facility can be constructed, altered, modified, or repaired in the subdivision and that a license to operate be obtained from Travis County before an on-site sewage facility can be operated in the subdivision.
3. Each residential lot in this subdivision is restricted to no more than one single family dwelling per acre.
4. These restrictions are enforceable by the Travis County On-Site Wastewater Program.

Brandon Couch, D. R., Program Manager,
On-site Wastewater, Travis County TNR

Date

- f) The County recording statement is located in the lower right corner of the signature page. A 1½ x 1½ space is need

Art II, Sec 24
(c)(1)(vi)

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF WILLIAMSON

§

I, **NANCY RISTER**, CLERK OF THE COUNTY COURT OF SAID COUNTY, DO HEREBY CERTIFY THAT THE FOREGOING INSTRUMENT IN WRITING, WITH ITS CERTIFICATE OF AUTHENTICATION WAS FILED FOR RECORD IN MY OFFICE ON THE DAY OF _____, 20____, AD, AT _____ O'CLOCK, ____ M, AND DULY RECORDED THIS THE DAY OF _____, 20____, AD, AT _____ O'CLOCK ____ M, IN THE PLAT RECORDS OF SAID COUNTY IN INSTRUMENT NO. _____.

TO CERTIFY WHICH, WITNESS MY HAND AND SEAL AT THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN GEORGETOWN, TEXAS, THE DATE LAST SHOWN ABOVE WRITTEN.

NANCY RISTER, CLERK COUNTY COURT OF WILLIAMSON COUNTY, TEXAS

BY: _____ DEPUTY

Or

STATE OF TEXAS

§

KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF TRAVIS

§

I, REBECCA GUERRERO, CLERK OF TRAVIS COUNTY, TEXAS, DO HEREBY CERTIFY THE FOREGOING INSTRUMENT OF WRITING, AND ITS CERTIFICATE OF AUTHENTICATION, WAS FILED FOR RECORD IN MY OFFICE ON THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M., AND WAS DULY RECORDED ON THIS THE ___ DAY OF ___, 20___, A.D. AT ___ O'CLOCK __.M, PLAT RECORDS OF SAID COUNTY AND STATE IN CABINET ___, SLIDES ___ WITNESS MY HAND AND SEAL OF THE COUNTY COURT OF SAID COUNTY, AT MY OFFICE IN AUSTIN, TEXAS THE LAST DATE WRITTEN ABOVE.

BY: _____
 REBECCA GUERRERO
 CLERK, COUNTY COURT
 TRAVIS COUNTY, TEXAS

- g) If the property is in Travis County and within the City ETJ, provide a Travis County Commissioner's Court approval note.

Art II, Sec 24
 (c)(1)(vi)

STANDARD PLAT NOTES

___ 1. General Plat Notes:

- ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas. *(inside City only)*
- ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander, Texas. *(ETJ only)*
- ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities.
- ☐ A Building Permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision. *(inside City only)*
- ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department.
- ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander.
- ☐ All easements on private property shall be maintained by the property owner or his or her assigns.
- ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines.
- ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # _____ for Williamson Co., effective ____ (Date) ____.
- ☐ Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance. *(inside City only)*
- ☐ Sidewalks shall be installed on both sides of *[insert street name(s)]* and the subdivision side of *[insert street name(s)]*. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed.
- ☐ All utility lines must be located underground.
- ☐ This plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on _____ (Insert Approval Date)
- ☐ Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.
- ☐ This subdivision is subject to all general notes and restrictions appearing on the plat of _____, Lot(s) _____, recorded at Cabinet _____, Slide _____ of Plat Records of _____ County, Texas. *(replats only)*

County

County

Art I, Sec 8 (b)

Art I, Sec 8 (b)

Art III, Sec 46 (b)

Art III, Sec 46 (b)

Art II, Sec 24 (c)(6)(vi)

Code of Ordinances Art 3.10

Art II, Sec 24 (c)(6)(vii)

Art II, Sec 24 (c)(6)(vii)

Art III, Sec 47

Art II, Sec 24 (a) (2)

Art II, Sec 20 (j)

Art II, Sec 26 (c)(3)

Art III, Sec 42 (h)

___ 2. Non-Residential & Multi-Family Plat Notes:

- ☐ All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties.

- ☐ Traffic Impact Analysis Note:
- ☐ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000.
- OR
- ☐ Include items required by the TIA as a plat note.

Code of Ordinances
10.03.003

___ 3. Single-Family & Two Family Plat Notes:

- ☐ No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting arterial street.
- ☐ The HOA will own and maintain the following lots: ___
- ☐ The HOA bylaws are recorded in the Official Public Records of ___ County, Texas under document number _____.
- ☐ The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.
- ☐ The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. *(which should be contained in a drainage easement).*
- ☐ If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided:

Transportation
Criteria Manual
5.3.1 J

Art IV, Sec
61(d)
Art IV, Sec
61(d)

Art III, Sec 41
(a)

Art III, Sec 41
(a)

Composite
Zoning
Ordinance

Art VI, Sec 8

A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat)

For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.

ADDRESSING INFORMATION

Addressing for projects will be released ten working days after the receipt of the final recorded plat and digital copy of the plat.

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE:

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

SUPPORT DOCUMENTS FOR RECORDATION

☐ WILLIMASON COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Original owner's affidavit for recording.
- ____ 3. Williamson County cover sheet.
- ____ 4. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

☐ TRAVIS COUNTY

- ____ 1. Original tax certificates from the County tax office (includes County, City, and ACC) are required prior to recording.
- ____ 2. Final Plat with signatures in black, permanent ink. All notary seals are required to be legible and current.

PLANNING & ZONING COMMISSION

In order to schedule the final plat for review by the Planning & Zoning Commission, the following items will be required to be submitted.

- ☐ 1 – 18" X 24" signed mylar (black, permanent ink only)
- ☐ PDF copy of the final plat
- ☐ Disk with AutoCAD or GIS file as follows: Any graphics files in electronic format shall be in ESRI shape file format or Autodesk native file format, using the Datum, Projection, and Units listed below. The zoom settings, views, pen tables, and layers for each file shall be set to display the drawing as a complete plat sheet. Symbol files, font files, external reference files and other files required to correctly display the drawings shall be included in the same directory as the graphics files. A key of all CAD layers, with a description of the information on each layer, shall be provided to assist city staff in extracting the required information. For submittals in Shape file format, all metadata as listed above shall be included.

Datum: North American Datum 1983 (NAD 83) Projection: Texas State Plane – Central Zone (4203)

Units: US Survey Feet

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

SITE DEVELOPMENT PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- Site development permits are required for non-residential and multi-family developments. These plans include flat work, building footprints, landscaping, grading and drainage, erosion control, utilities, and any required park improvements.
- Lots are required to be platted prior to the issuance of the site development permit. The final plat may be reviewed concurrently with the site development permit.
- If a TIA is proposed, the review and approval of the TIA shall be completed concurrently with the submittal of the Site Development Plan application. Include the TIA application and fees with this submittal. A scoping meeting with the City Engineer is required prior to submittal.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS

PROVIDED

Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.

- ☐ 1. Completed and Signed Application & Checklist with the owner's original signatures.
- ☐ 2. Seven sets of construction plans (24" X 36") or (22" X 34") including the items listed in the checklist. Include the title of each sheet (i.e. site plan, landscape plan, grading plan, etc.) along the right edge, visible when rolled.
- ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required.
- ☐ 4. Certified tax certificate or other evidence that taxes have been paid.
- ☐ 5. Support documents such as TIA, Drainage Reports, Lift Station Reports, HEC Models, etc.
- ☐ 6. Letter explaining any proposed development agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____
- ☐ 7. Is development proposed within the floodplain? ☐ Yes ☐ No
If yes, the floodplain development application is required to be submitted concurrently with the Construction Plans.
- ☐ 8. Are any offsite or separate instrument easements required? ☐ Yes ☐ No
If use, either provide the recordation number on the plans or provide the application for review.
- ☐ 9. Planned Unit Development (PUD) information (if applicable)
 - Is this plan subject to a PUD? ☐ Yes ☐ No
If yes, provide the name: _____
 - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No
If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
- ☐ 10. Traffic Impact Analysis (TIA) information. Provide one of the following:
 - ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer.
 - ☐ TIA Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
- ☐ 11. Recent Title Commitment (dated within on year; if the title commitment is older than one year, submit a property report of nothing further certificate)
- ☐ 12. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
- ☐ 13. Disk/USB with all submittal documents
- ☐ 14. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 600.00
\$0.05 per square foot of impervious cover: \$0.05 X _____ square feet	\$ _____
If the project is proposed to be phases, there is a fee of \$250 per phase starting with the second phase:	\$ _____
Inspection Fee:	\$ 500.00
Fire Code Review Fee:	\$ 125.00
Professional Recovery Fee:	\$ 250.00

TOTAL FEE (due at the time of application submission) \$ _____

ADDITIONAL INFORMATION ABOUT FEES:

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plan sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

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

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

Total Gross Sq. Ft. of Building(s): _____ Total Impervious Cover Sq. Ft: _____
(pavement and building)

Proposed Number of Multi-Family / Condo Units: _____

Brief Summary of Work: _____

SITE DEVELOPMENT REVIEW PROCEDURE

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

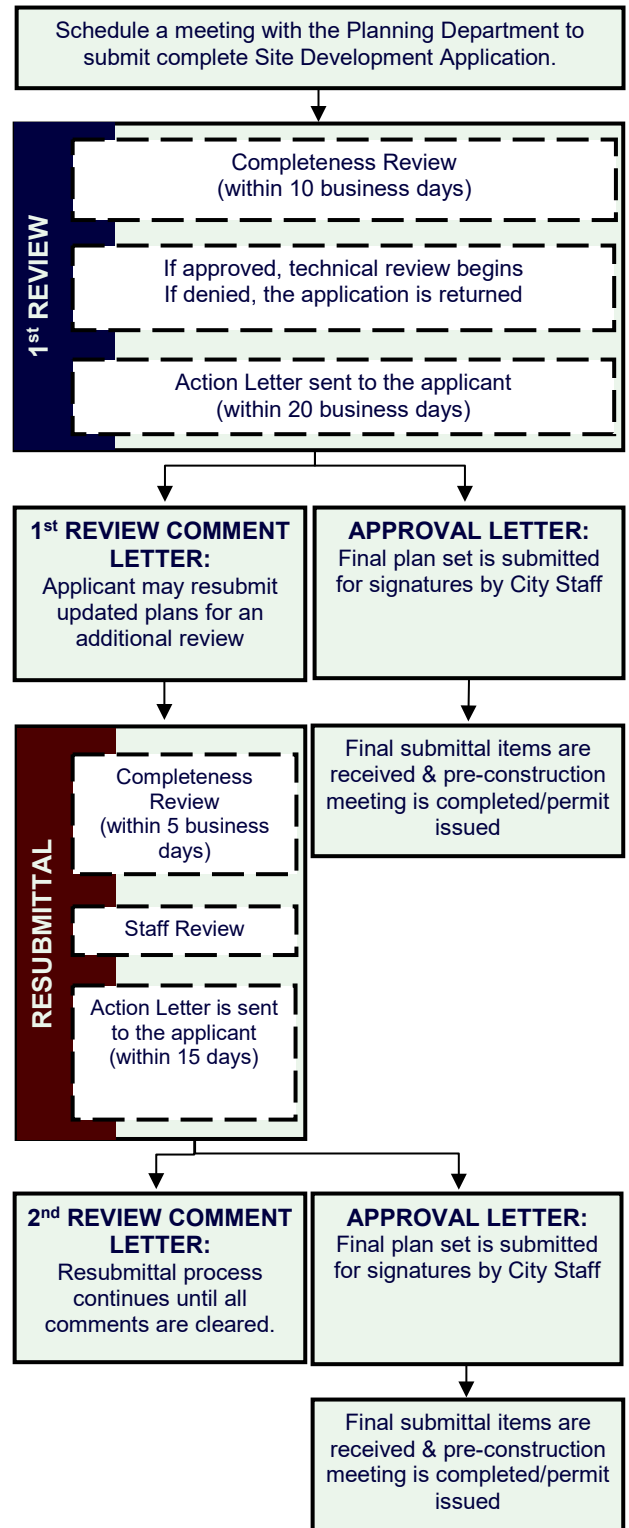
2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.

3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:

- a. Updated Plans – the number of copies will be included in the comment letter
- b. Supporting materials
- c. Written response letter identifying how the comments were addressed
- d. Submittal Fees (after the 3rd review)
- e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 2 collated and stapled final copies of the signed plans.
 - b. Scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. A digital version final copies of all support documents (TIA, Drainage Studies, Lift Station Reports, etc)
 - e. Outstanding Fees
 - f. Pre-construction meeting request form
9. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____ §

§ KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____ §

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

SITE DEVELOPMENT CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ General Notes
 - ☐ Final Plat
 - ☐ Existing Conditions & Demolition Plan
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Grading & Drainage Plan
 - ☐ Site Plan
 - ☐ Address Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
 - ☐ Park Land Plan
 - ☐ Master Architectural Plan
 - ☐ Major Corridor Streetscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).
- ___ 4. All property lines shall be identified with a solid, heavy, and black line.
- ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include reciprocal access easement, public utility, landscape, and public access easement; access easement for water quality or detention pond. If these easements are not provided by the final plat, a separate instrument easement shall be required. The application is available online at: <https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists>.
- ___ 6. If permit application is for a public park required with a subdivision, a deed is provided deeding land to the City. (Deed will be executed and recorded after final acceptance of improvements.)
- ___ 7. If an adjacent street is sub-standard or needs widening in accordance with Transportation Plan, right-of-way and pro-rata cost participation is provided. This is typically a payment for half the cost of the full cross-section for the street over the length of the property along the street.
- ___ 8. If a TIA is proposed, the TIA is required to be approved prior to the approval of the site development permit. If the TIA recommends improvements, provide the improvements as part of a construction plan application.

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name*
 - Site Development Plans
 - Project Number (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Engineer name, address, and phone number
 - Surveyor name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
 - Land use summary including zoning, proposed use, acreage, total impervious cover, building impervious cover, and total number of multi-family or condo units.
 - Property information including legal description
 - Future Land Use Category as identified on the Future Land Use Map
 - Proposed Incentives that are determined by Masonry percentages
 - Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat.
 - List of required offsite easements and recordation numbers

___ 4. Index on the right side of the sheet name and number.

___ 5. Example cover sheet:

Project Name Site Development Plans <i>Project Number</i>		
Project Information	Location Sketch	Index
Revision Block	Signature Block	
		Approval 1 of 1

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

___ 7. Revision block below the below including the following.

Revision #	Description	Approval

GENERAL NOTES:

- ___ 1. Insert the City of Leander General Notes. These notes may be found online at <https://www.leandertx.gov/engineering/page/general-notes>. Ensure that the date of the most recent notes is included within the general notes sheet. Of note that if any changes are to be made to the general notes, these must be highlighted within a cloud and explained within an attached memo.

FINAL PLAT:

- ___ 1. Insert draft of the final plat. The final copy needs to be provided prior to the issuance of the site development permit.

EXISTING CONDITIONS & DEMOLITION PLAN

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
___ 2. Identify proposed improvements for demolition.

EROSION & SEDIMENTATION CONTROLS:

- ___ 1. These sheet shall be a stand along sheet that only includes Erosion and Sedimentation Control information.
___ 2. Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.
___ 3. Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

- ___ 4. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 5. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.
- ___ 6. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 7. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 8. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 9. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.
- ___ 10. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.
- ___ 11. Any permanent stormwater control facility such as a water quality or detention pond, must be located in an Access Easement dedicated to the City to allow the City or its contractors access to the facility for periodic inspection. A Maintenance agreement and plan shall be filed in the real property records of the county in which the property is located. Documentation of the submittal to the County shall be provided to the City.

GRADING & DRAINAGE IMPROVEMENTS:

- ___ 1. Detailed design of all drainage facilities as indicated in the Preliminary Plat phase, including typical channel or paving section, storm sewers and other storm water control facilities. This shall include all relevant models, spreadsheets, and other aids utilized in this design.
- ___ 2. Adequate access is provided for maintenance of and repair to drainage facilities.
- ___ 3. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown.
- ___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 5. Attendant documents containing design computations in accordance with the Subdivision Ordinance for the City of Leander, and any additional information required to evaluate the proposed drainage improvements. This shall be formatted into a drainage report that organizes and presents explanation as needed to properly communicate this process to the City for review. This report will contain all constants, assumptions, and calculations required in the design process.
- ___ 6. Location of the regulatory 100-year floodplain (if any) is provided.
- ___ 7. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable. If there are any changes to a creek, or within a buffer zone, in addition to any changes to anything within the 100 year floodplain, Floodplain Development Permit shall be submitted for concurrent review.
- ___ 8. Non-Residential and Multi-Family Drainage and Detention Facilities:
 - ☐ Non-residential and multi-family drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Non-residential and multi-family drainage facilities are not allowed within ten feet (10') of street ROW except those which are necessary to convey drainage in the shortest possible route to or from street ROW.
 - ☐ Non-residential and multi-family drainage facilities located within the front setback shall not exceed 25% of the area of the front setback.
 - ☐ Any fencing around non-residential and multi-family detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.
 - ☐ Structural stabilization including vertical walls and riprap for non-residential and multi-family drainage facilities shall be limited to not more than thirty (30%) percent of the perimeter of the pond excluding outlet structures. The remainder of the perimeter shall be earthen embankment no steeper than 3:1 slope. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, structural stabilization is permitted for the full perimeter and screening requirements listed in Article VI, Section 1 (d) of this Ordinance shall apply.

- ___ 9. Residential Drainage and Detention Facilities:
- ☐ Residential drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Residential drainage facilities shall utilize earthen berms and be designed with a curvi-linear shape. Any structural stabilization with slopes steeper than 3:1 shall be limited to the use of native stone (except for outlet structures which can be concrete) and shall be limited to not more than thirty (30%) percent of the perimeter of the pond. Such ponds shall be seamlessly integrated with the landscaping. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, concrete is permitted instead of native stone and screening requirements Article VI, Sec. 1 (d) of this Ordinance shall apply.
 - ☐ Any fencing around residential detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.

SITE PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.
- ___ 6. Location, dimensions, square footage and intended uses of the site. If uses are not known at this time, a note is provided on the site plan as follows:
Uses for this site are currently unknown. This permit therefore proposes no uses at this time. Uses will be proposed at a later date in conjunction with future permits and in compliance with the zoning ordinance of the City of Leander.
- ___ 7. Provide the following notes:
All site utility lines are proposed to be located underground.
Exterior lighting shall be shielded such that the light source is not directly visible from the public ROW or adjacent residential districts or uses at the property line. Unshielded "wall pack" lighting is not proposed.
Al Clawson Disposal, Inc. shall be the sole provider of waste hauling for this site after construction.
Air conditioning units are not proposed forward the front wall of the building.
Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck.
For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 8. For multi-family, a table showing the number of living units, the acreage and the units per acre is provided. Density is determined by the amount of proposed masonry.
- ___ 9. For multi-family, the total number of units per acre is limited to 8 units unless the applicant is proposing a higher masonry standard. If 100% masonry is proposed, then the density may be 25 units per acre. If 85% masonry on the first story and 50% on the second story is proposed, then the density may be 18 units per acre. If increased masonry is proposed, provide a note on the plans.
- ___ 10. Multi-family units are at least 500 sq. ft. for efficiency units, 650 sq. ft. for one bedroom units, 850 sq. ft. for two bedroom units, and an additional 150 sq. ft. for each bedroom thereafter.
- ___ 11. For multi-family, a proposal in compliance with the park dedication requirements of the subdivision ordinance.

- ___ 12. Parking lot layout is provided in conformance with the Transportation Criteria Manual (including the following criteria):
- Dimensions of parking spaces, aisle widths
 - Driveway intersection sight distance
 - Driveway and aisle curb return radii
 - Dead-end parking bays greater than 150' in length have a fire department turn-around
 - One-way aisles have angled parking
- ___ 13. Fire Lane Striping: Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" shall appear in four inch (4") white letters at 25 feet intervals or less, on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.
- ___ 14. Fire Lane Signs: Signs shall read "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than thirty-five feet (35') apart. Signs may be installed on permanent buildings or walls or as *approved by the Fire Code Official*.
- ___ 15. Access Management – All properties that have frontage onto an arterial street are required to comply with the TxDOT access point spacing standards.
- ___ 16. Driveways are labeled as Type II commercial driveways.
- ___ 17. Any proposed driveway onto a state maintained roadway (US 183, US 183A, FM 2243) has a TXDOT driveway permit and a copy is enclosed.
- ___ 18. Driveways on arterial roadways are at least thirty (30) feet wide at the property line (and not more than 45') and are at least 200' from the edge of another commercial driveway from the edge of a public street or as otherwise defined in the Transportation Criteria Manual. Driveways on lesser streets are at least twenty five (25) feet wide at the property line.
- ___ 19. A parking summary table is provided on the site plan showing that off-street parking is provided in compliance with the Composite Zoning Ordinance (Art.VI, Site Standards; Sec. 3). Compact parking spaces do not exceed 10% of total. This table demonstrates compliance with parking garage requirements associated with multi-family development.
- ___ 20. Handicap parking is provided as follows:
- For commercial projects, handicap parking spaces are provided at a ratio of not less than one handicap space for every 25 parking spaces for the first 100 parking spaces plus one handicap parking space for every 50 parking spaces for the second 100 parking spaces plus one handicap space for every 100 parking spaces for the next 300 parking spaces; or 2% of the total for 501 to 1,000 parking spaces; or 20 handicap parking spaces plus one for each 100 over 1,000 for parking areas having more than 1,000 parking spaces. One out of every 8 handicap parking spaces is required to be van accessible and at least one van accessible handicap space is required [a van accessible space has an 8-foot wide aisle instead of a 5-foot wide aisle]. Handicap parking spaces are identified by a sign with the international symbol of accessibility.
 - At least one route is provided within the boundary of the site to accessible parking, public sidewalks or streets, passenger loading zones (if provided) and public transportation stops (if any), and other accessible facilities (if any) to an accessible building entrance.
- ___ 21. A six foot minimum concrete sidewalk is shown to be installed parallel to all roadways (unless a sidewalk already exists) and is set back at least five feet from the edge of pavement and from parking areas (flexibility to this requirement can be employed if necessary to save existing trees). A ten foot concrete hike and bike trail is provided in-lieu of the six foot sidewalk if required by the Transportation Master Plan. Sidewalks have been coordinated with landscape design to provide substantial landscaping on both sides of the sidewalk. The sidewalk may meander (with small irregular deflections). Pedestrian connections are provided at street crossings as well as to businesses within the development. If a pedestrian access easement nine feet in width is not dedicated with the plat, a separate instrument dedicating such easement is provided herein.
- ___ 22. If the property is zoned with an LO use component, a note is provided on the site plan limiting hours of operation to the general public to between 7:00 a.m. and 10:00 p.m. Sunday through Thursday, and 7:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 23. If the property is zoned with an LC use component, a note is provided on the site plan limiting hours of operation to the general public to between 5:00 a.m. and 10:00 p.m. Sunday through Thursday, and 5:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 24. If this is a non-residential or multi-family site contiguous with another non-residential or multi-family site, a parking aisle connection to the boundary of the site is provided for connection to such contiguous non-residential site unless such connection is determined to be inappropriate by the Planning Department after considering relevant factors such as topographic constraints, environmental constraints and adjacent incompatible uses. If the reciprocal access easement is not provided on the plat, a separate instrument easement will be required.
- ___ 25. No drive-through service lane or outdoor service speaker is located within 75' of a residential district unless such district is utilized for a non-residential use. No drive through service lane is within 50' of a residential district unless a note is shown prohibiting operating during the hours of 10 p.m. to 6 a.m.
- ___ 26. If a business sells alcoholic beverages, it must be at least 300' from a church, public school, or public hospital (see V.T.C.A., Alcoholic Beverage Code 109.33). The measurement of the distance between the place of business where alcoholic

beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be in a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections.

___ 27. Building lines have been checked for compliance with the following tables.

BUILDING / STRUCTURE							
SINGLE-FAMILY RESIDENTIAL DISTRICTS							
	Use Component	Front	Side	Street Side		Rear	
Standard Setback	SFR	25'	7'	15'		15'	
	SFE, SFS, SFU, SFU/MH, TF	20'	5'	15'		15'	
	SFC, SFL	15' *	5' or 0' & 10'	15'		15'	
	CH*****	15'	5'	15'		15'	
	TH	10'*	5'	10'		10	
	SFT	10' *	0 or 10'	15'		15'	
Garage Setback	SFR, SFE, SFS, SFU, SFU/MH. SFC. SFL, CH, SFT, TF See Article VIII, Section 5 (i)						
NON-RESIDENTIAL & MULTI-FAMILY DISTRICTS							
	Use Component	Max Front	Min Front	Min Side	Min Street Side	Max Street Side	Min Rear
Standard Setback	NR	15' *	5'	15'		15'	
	MF	25'	10'	25'		20'	
	LO, LC	30'	10'	30'		10'	
	GC, HC, HI	35'	15'	35'		15'	
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	50'	(N/A)		50'	

PARKING, AISLE, LOADING, CANOPIES, OUTDOOR DISPLAY							
	Use Component	Site Component	Front	Side	Street Side	Rear	
Standard Setback	MF	All	20'	5'****	20'	5'****	
	LO, LC, GC, HC, HI	Type 1, 2	15'	5'****	15'	5'****	
		Type 3	20'	5'****	20'	5'****	
		Type 4, 5	25'	5'****	25'	5'****	
		Special Setback Where Adjacent to SF or TF**	MF, LO, LC, GC, HC, HI	Type 1-3	(N/A)	15'	(N/A)
	Type 4, 5		(N/A)	20'	(N/A)	20'	

OUTDOOR STORAGE						
	Use Component	Site Component	Front	Side	Street Side	Rear
Standard Setback	LO, LC, GC, HC, HI	Type 3-4	***	5'****	***	0'
		Type 5	25'	0'****	25'	0'
Special Setback Where Adjacent to SF or TF**	LO, LC, GC, HC, HI	Type 3-5	(N/A)	25'	(N/A)	25'

* In no case shall the garage be closer to the ROW than 18'

** Unless such district is utilized for a non-residential use

*** No closer than the street facing wall of the primary structure that utilizes such storage.

**** Setback does not apply for parking, drive aisles, storage etc. that are intended to cross lot line.

***** Setbacks are for the perimeter of the project, not the individual units.

Setback Incentives: If the exterior surface area of buildings/structures are comprised of at least 85% masonry and 50% masonry for each additional story, then the following setbacks apply.

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	20'	10'	20'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	25'	(NA)	25'

If the exterior surface area of buildings/structures are comprised of at least 100% masonry, then the following setbacks apply:

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	15'	10'	15'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	20'	(NA)	20'

___ 28. Check the applicable site component of the composite zoning district for the subject property and complete the checklist under that component:

___ **Type 1**

- Accessory structures, if proposed, do not exceed 5% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Outdoor animal boarding is not proposed.
- Major outdoor entertainment venues as a primary use are not proposed.
- A minimum of 150% of the standard landscape requirements are provided.
- Detention and water quality ponds are designed with earthen berms and a curvi-linear contoured shape. Structural stabilization is limited to native stone (except for outlet structures) and is limited to not more than 30% of the perimeter of the pond. Ponds are integrated with landscaping.
- No drive-through service lanes, drive-in service, outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- No light standards exceed 16' in height.
- No ground mounted signage exceeds six feet in height.
- No first floor gross building area exceeds 10,000 square feet and no building contains more than 20,000 gross square feet of floor area.

- No building is proposed with a height of greater than 35 feet.
- Parking areas are no wider than two modules in width (one module is an aisle with adjacent parking stalls).
- No more than one parking module is proposed between the building(s) closest to the street and the street frontage.
- If a restaurant is proposed, outdoor seating is provided. Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use. If multi-family is proposed:
 - No parking modules, drive aisles, driveways, garages or similar facilities are proposed between the building(s) closest to the street frontage.
 - At least 85% of the units have at least one enclosed garage parking space and such garages are to be leased, rented or sold with the applicable units.
 - No first floor building area exceeds 7,000 gross square feet and no building contains more than 14,000 gross square feet of floor area.
 - The fronts of all buildings face either a public street or an exclusive front yard area not less than twenty feet in depth and garage doors do not face the front.
 - A maximum of two front doors are provided with each building.
 - Each structure is designed to appear to be one single-family home (mansion).
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 2**

- Accessory structures, if proposed, do not exceed 10% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- No outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- Individual users are not proposed to exceed 40,000 square feet in gross floor area in any one building. Individual buildings are not proposed to exceed 60,000 sq. ft. in floor area.
- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.
- If multi-family is proposed:
 - At least seventy-five percent (75%) of the units are required to have at least one enclosed garage parking space and such garages are required to be leased, rented or sold with the applicable units.
 - Parking areas shall be no wider than two parking modules wide
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 3**

- Accessory structures, if proposed, do not exceed 30% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- The area of any outdoor display of merchandise does not exceed 30% of the gross floor area of the building.
- The area of any outdoor storage or container storage does not exceed 20% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- The combination of outdoor display, outdoor storage and accessory buildings does not exceed 40% of the gross floor area of the primary building.
- Vehicle wash facilities are located no closer than 150 feet, and vehicle fueling is located no closer than 200 feet from a residential district unless such district is utilized for non-residential purposes.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.

Type 4

- The area of any outdoor storage or container storage does not exceed 60% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- Accessory structures, if proposed, do not exceed 60% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- The combination of outdoor storage and accessory buildings does not exceed 80% of the gross floor area of the building.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

Type 5

- Outdoor storage and container storage is screened from view in accordance with landscape screening provisions.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- ___ 29. If the project is proposed to be developed in phases, a clear delineation of the phase lines is shown on the site plan. Provide the timing of the phases. The phasing plan may not exceed four years.
- ___ 30. If any of the following uses are proposed, a Special Use Permit has been applied for:
Airport, landing field, landing strip, amusement park, circus, carnival, temporary or seasonal development, private community building or recreation field, radio or TV tower or station, drive-in theater on less than ten acres, cemeteries, kiosks or other temporary or seasonal open air vending, accessory buildings that exceed permitted sizes, residential uses on the first floor of non-residential districts (unless permitted by the use component), tents or other temporary structures not permitted by the zoning ordinance, temporary residential use of a travel trailer or recreational vehicle.
- ___ 31. Enclosed accessory buildings are not shown in front of or to the side of the main building and do not exceed fifteen feet in height.
- ___ 32. Show the location and description of any proposed fencing and provide a detail. If chain link fencing is proposed, it is not located around a detention or WQ pond and all parts of the fence are vinyl coated.
- ___ 33. No fencing is proposed within the front or side street setback.
- ___ 34. Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck. For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 35. Air conditioning units are not shown forward of the front wall of the building.
- ___ 36. For projects that are within 400 feet of US 183, US 183A, Lakeline Blvd., RM 2243, Old 2243 West, Bagdad Rd., Crystal Falls or San Gabriel Parkway, the following uses are not proposed or permitted: mini-warehouse or self-storage facilities, boat and RV storage, material salvage unless enclosed within a building, sexually-oriented businesses, motor vehicle salvage.
- ___ 37. Warehouse, mini-warehouse and overhead (commercial service) doors are not oriented to face a street(s) or residential property or shall be screened from view from the street(s) or residential property.

ADDRESS PLAN:

- ___ 1. Provide an address plan that demonstrates the building and unit numbers. Coordinate the addressing with the GIS Division (GIS@leandertx.gov).

UTILITY PLAN:

- ___ 1. Provider or method of proposed water and wastewater service is identified.
- ___ 2. The layout, size and specific location of proposed water mains, wastewater lines, lift stations and other related structures are shown.
- ___ 3. The location of existing and proposed fire hydrants, valves, meters and other appurtenances is shown.
- ___ 4. Location of Double Check Valve Backflow Prevention Assembly in accordance with AWWA Standard C510-92 (if applicable) is shown.

- ___ 5. Design details showing the connection with the existing City water system are provided.
- ___ 6. Plan and profile drawings for each utility in public ROW or public utility easements showing existing ground level elevation at centerline of pipe, pipe size and flow line elevation at all bends, any conflicts with other underground elements such as conflicting utilities with accurate dimension between outer diameter of the proposed utility and the outer edge of the conflicting element, drops, turns and at 50 foot intervals are provided.
- ___ 7. Detailed designs for lift stations, or other special wastewater appurtenances if applicable, are provided.
- ___ 8. Utility demand data, calculations supporting water system design (which will be used to support the water meter sizing), sanitary system design, storm system design,

ROAD, SIDEWALK CLOSURE, & TRAFFIC CONTROL PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If applicable, a Site specific Traffic Control Plan shall be submitted as part of this set of plans.
- ___ 3. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 4. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 5. If the project impacts existing school zones, they include any necessary signage and/or striping.

STANDARD DETAILS:

- ___ 1. Insert the applicable City of Leander Standard Details. These details may be found online at <http://www.leandertx.gov/engineering/page/standard-details>.

LANDSCAPE PLAN:

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
 - Landscaped area is provided equal to or exceeding the following percentages of total developed lot area (Note: If only a portion of the lot is developed and the remainder is reserved for future development of an additional phase, show the developed lot area as just the phase currently proposed for development and show a clear phase boundary line):
 - Multifamily – 20%
 - Office and Professional – 15%
 - Commercial – 15%
 - Industrial or manufacturing – 10%
 - Schools, churches, community centers and private parks – 15%
 - The following have not been counted toward landscape requirements:
 - Detention and water quality unless meeting the standards of the landscape ordinance.
 - Utility, mechanical and electrical facilities.
 - Sidewalks or paved areas except decorative pavers not exceeding 10% of required landscape area.
 - Landscaped areas less than four feet in width.
 - For every 600 square feet of landscaped area required by the ordinance (including required setbacks of the zoning ordinance even if such setbacks exceed the minimum required landscape area), 2 shade trees (two inch caliper minimum) and 4 shrubs (five gallon size) are installed (school facilities install 50% of that standard).
 - At least 75% of the required trees are required to be significant trees large trees/shade trees (as defined by the Grow Green Guide), the remaining trees may be small trees or ornamental trees all of which shall be selected from the preferred plant list or Grow Green Guide. Two ten gallon ornamental trees are permitted to be substituted for each shade tree as long as at least half of the required number of shade trees are installed. Retained trees and shrubs may be counted toward landscape requirements.
 - Street trees shall be planted between the sidewalk and back of curb (or edge of pavement) in accordance with the City's street tree detail. Street tree species shall be consistent on both sides of the street within a block, shall be a street tree species listed in the preferred plant list, and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall not exceed thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area.
 - A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.

-
- Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. Additional trees are shown as necessary so that the centerpoint of every parking space is within 50' of a tree.
- ___ 7. No landscaping over 3 feet high is located within 40 feet of the intersection of any street. (Measured from the edge of pavement as if the curbs or pavement edges are not rounded off and intersect at a right angle).
- ___ 8. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 9. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 10. Show the screening of off-street parking areas, loading spaces and docks, refuse containers, outside storage areas and storage containers, antennas, mechanical equipment, metal siding and the rear of structures on reverse frontage lots from view from adjacent streets or residential areas is provided through the use of fences, evergreen plantings, landscape berms and/or existing vegetation. If a fence is utilized, the finished side of the fence faces away from the screened object. If the outdoor storage is adjacent to an arterial or collector roadway, then the wall is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco (limited to 35% of the exterior surface area of walls), factory tinted (not painted) split face concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete is also permitted when the wall is adjacent to collectors. A five foot wide landscape buffer is located outside the fence so that it is visible from the designated roadway and consists of the landscape materials required by the Landscape Ordinance (a landscaped buffer is not required if the fence is on a rear lot line).

___ 11. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at twelve (12") inches above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

___ 12. Invasive Species: Multi-Family and non-residential projects are required to remove all invasive species for the portion of the project identified within the limits of construction.

___ 13. Tree Diversification: No more than fifty (50%) percent of the same species may be planted to meet the tree planting requirements.

___ 14. If a non-residential use is proposed adjacent to property utilized for a single-family or two-family residence on land zoned for such, or land planned or platted for such, a six-foot privacy wall is shown along the common property line unless an existing structure is proposed to be expanded by less than 50%, or 1,000 sq. ft., whichever is less. Such wall is required to be constructed of one or more of the following materials: textured pre-cast concrete (e.g. WoodCrete), brick, stone, cast stone, stucco, factory tinted or painted split-faced concrete masonry unit, granite, tile or other similar material approved by the Director of Planning.

PARK PLAN:

___ 1. If park improvements are proposed, the improvements meet the following criteria:

- ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
- ___ A note is shown on the final plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
- ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.

___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:

- ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
- ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
- ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.

___ 3. If an alternative park plan is proposed, it meets the following criteria:

- ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
- ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
- ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.

___ 4. Provide a phasing table demonstrating compliance with the Ordinance

MASTER ARCHITECTURAL PLAN:

- ___ 1. Master Architectural Plan:
- ☐ The intent of the Master Architectural Plan is to provide for a cohesive development on all four corners at the intersections of arterials and collectors. This plan should incorporate common elements that evoke a sense of place and have elements that contribute to cohesive identity.
 - ☐ Development on all four corners of intersections of arterials and collectors shall provide and comply with a Master Architectural Plan that incorporates the following:
 - Exterior building materials used on the exterior of each structure
 - Exterior building color palettes
 - Exterior elements of building facades such as wall accents, covered entries, columns, or other features
 - Other elements as approved by the Director of Planning.
 - ☐ Development at these intersections shall comply with the plan after the date of the initial submittal of a Master Architectural Plan.
 - ☐ This plan shall be submitted with the site development permit for the project. The plan may be amended as the intersection develops to incorporate additional standards.

MAJOR CORRIDOR STREETSCAPE PLAN:

- ___ 1. Major Corridor Streetscape Standards:
- ☐ Major corridors include all arterials identified on the City's Transportation Plan.
 - ☐ All development adjacent to a corridor shall install street trees between the back of curb or edge of pavement and the required sidewalk in accordance with the City's street tree detail. The trunk of the street tree shall be no closer than 3 feet from the back of curb or edge of pavement and no further than eight (8) feet; the Director of Planning may approve alternative locations if specific conditions warrant. Street tree species shall be consistent on both sides of the corridor, species may change at a street intersection, however major intersection shall comply with the major intersection standards in this section. Street trees shall be spaced no more than thirty (30) feet on center and shall be in a straight line along the corridor.
 - ☐ If a parking lot is located between the right-of-way and a building along a corridor, the parking lot must be fully screened from view of the corridor to a height of four (4) feet with one or more of the following elements:
 - a four (4) foot tall masonry screening wall located at or behind the required parking setback
 - a berm with landscaping that measures at least four (4) feet tall at the top of the landscaping located within the required front setback area
 - ☐ In addition to other restrictions in this ordinance, the following items shall not be located between a primary building and the right-of-way along a major corridor:
 - mechanical equipment other than that of a public utility
 - drive-through service lanes or queuing spaces
 - accessory structures
 - ☐ The following standards apply to the screening of the rear or service side of buildings along a Major Corridor:
 - the rear or service side of a building may not face a Major Corridor within four hundred (400) feet of the corridor's right-of-way.
 - loading areas and service drives must be screened from view of the Major Corridor with landscaping that is six (6) feet tall at installation or a wing wall that extends from the building that is a minimum of six (6) feet tall and constructed of the same or significantly similar materials as the primary building.
 - ☐ The following standards shall apply to all major intersections along the corridor:
 - major intersections are those intersections with other major corridors or collector roads
 - all four corners of a major intersection shall have a coordinated landscape design
 - all four corners of a major intersection shall include identity monument signs which shall be coordinated and consistent in design and materials
 - identity monument signs may include the name and/or logo of the adjacent development and shall include the City of Leander logo
 - ☐ Major Corridors shall comply with the following landscape and hardscape materials requirements
 - each major corridor shall have a primary landscape and hardscape materials palette
 - landscaping and hardscaping (including walls and planters) within the right-of-way and front setback of all properties along a major corridor shall comply with the corridor materials palette the corridor materials palette shall be maintained by the Planning Department
 - ☐ Walls constructed along Major Corridors shall meet the following requirements in addition to any other requirements of this ordinance.
 - all walls constructed parallel to a major corridor shall comply with the corridor materials palette
 - walls that continue from one development or property to another within the same block shall continue the same material and design
 - wall material or design may change in a new block as long as the materials are consistent with the materials palette for the corridor

PUBLIC ART (OPTIONAL):

- ___ 1. Consider contributing one (1%) percent of the construction/reconstruction costs of the commercial structure, up to, but not limited to, two hundred thousand dollars (\$200,000).
- ___ 2. Consider contributing one (1%) percent of the phased project construction cost construction/reconstruction costs up to but not limited to two hundred thousand dollars (\$200,000.00) for the Phase.
- ___ 3. Consider donating to the Public Art Fund an amount equal to the percentage of the construction cost of the commercial structure as a charitable donation, if they do not wish to have fine art located on their property.

INFORMATION ABOUT THE PUBLIC ART COMMITTEE (LPAC)

The Leander Public Art Committee (LPAC):

- Encourages public & private programs that develop visual & performing arts;
- Recommends cultural & artistic endeavors to City Manager and Council;
- Advocates and advises on cultural and artistic endeavors;
- Encourages donations, grants and other art support; and
- Monitors the Public Art Initiative.

The intent of LPAC is to enhance the aesthetic environment and encourage private developers/owners to provide/promote works of art and donate to the City's Public Art Fund. LPAC encourages the Private Sector to

- Encourage investment of time, effort and money into the art displayed on their sites;
- Recognize that art is intrinsically valuable to the Cityscape;
- Incorporate visual art in the design & construction of facilities; and
- Expand the public's experience & exposure to culture through various art forms.

The Public Art Fund shall be used solely for the selection, commission, acquisition, installation, maintenance, administration and insurance of the works of art or in relation thereto. Contact Mark Tummons, Parks & Recreation Director for more information (512-528-9909 or mtummons@leandertx.gov).

FINAL SUBMITTAL REVIEW

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

REQUIREMENTS FOR ISSUANCE OF SITE DEVELOPMENT PERMIT:

- Submittal of one final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 - 1. Two copies of the approved and signed plans.
 - 2. Scanned set of plans on a CD of the final approved site development plan as a TIF and AutoCAD formats. Plans must be scanned at 300 dpi, uncompressed TIF to the original approved scale.
 - 3. Submittal of any outstanding fees including roadway improvement fees and review fees.
 - 4. Approved SWPPP. Prior to the City's approval of the site development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Site Development Permit shall be issued during the pre-construction meeting.
- Permits cannot be issued in subdivisions that are not accepted for maintenance by the City, for improvements on illegal tracts (not legally subdivided) or for improvements on land that does not have the proper zoning classification.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- If the project is eligible for a conditional certificate of completion, there is a fee of 30% of the review fee. The Composite Zoning Ordinance requirements also apply.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

FLOODPLAIN DEVELOPMENT PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT AN APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- A floodplain development permit is required when development is proposed within the floodplain. This applicant can be paired with a site development permit or construction plan permit.
- Coordination with other entities such as FEMA, TCEQ, or Army Corp of Engineers may be required.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Three sets of plans (24" X 36") or (22" X 34") including the items listed in the checklist. <u>Additional plan sets are not required if this permit is processed as part of a site development or construction plan set.</u>
	☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	4. Certified tax certificate or other evidence that taxes have been paid.
	☐	5. Support documents such as TIA, Drainage Reports, Lift Station Reports, HEC Models, etc.
	☐	6. Letter explaining any proposed development agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____
	☐	7. Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____
	☐	8. Are any offsite or separate instrument easements required? ☐ Yes ☐ No If use, either provide the recordation number on the plans or provide the application for review.
	☐	9. Recent Title Commitment (dated within one year; if the title commitment is older than one year, submit a property report of nothing further certificate)
	☐	10. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
	☐	11. Disk/USB with all submittal documents
	☐	12. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee:	\$ 500.00
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission) \$ <u>750.00</u>	

ADDITIONAL INFORMATION ABOUT FEES:

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plan sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

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

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

Total Gross Sq. Ft. of Building(s): _____ Total Impervious Cover Sq. Ft: _____
(pavement and building)

Proposed Number of Multi-Family / Condo Units: _____

Brief Summary of Work: _____

FLOODPLAIN DEVELOPMENT REVIEW PROCEDURE

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

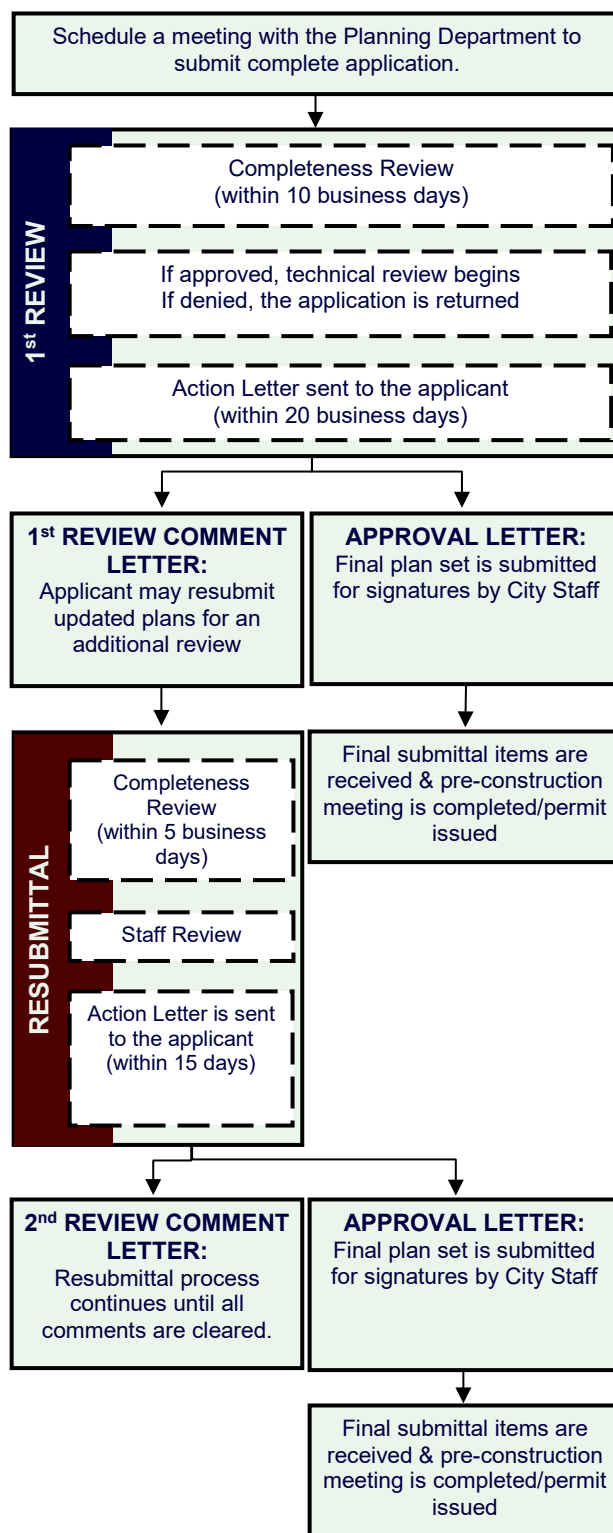
If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within 5 business days. A complete submittal shall include the following:
 - a. Updated Plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
1. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 3 collated and stapled final copies of the signed plans.
 - b. A scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. Outstanding Fees
 - e. Pre-construction meeting request form

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



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

FLOODPLAIN DEVELOPMENT CHECKLIST

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

GENERAL:

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ General Notes ☐ Final Plat ☐ Existing Conditions & Demolition Plan ☐ Erosion & Sedimentation Control Plan ☐ Grading & Drainage Plan ☐ Road & Sidewalk Closure Plan ☐ Standard Details ☐ Landscape Plan	Art IX, Sec 2 (a)(1)e
___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art IX, Sec 2 (a)(1)e
___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).	Art IX, Sec 2 (a)(1)e
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art IX, Sec 2 (a)(1)e
___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include reciprocal access easement, public utility, landscape, and public access easement; access easement for water quality or detention pond. If these easements are not provided by the final plat, a separate instrument easement shall be required. The application is available online at https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists .	Art IX, Sec 2 (a)(1)e

COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. <i>Project Name</i> Floodplain Development Plan Project Number (This number will be assigned during the first review of the plan set)	Art IX, Sec 2 (a)(1)e
___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art IX, Sec 2 (a)(1)e
___ 3. Project information below the location sketch including the following: • Property owner name, address, and phone number • Engineer name, address, and phone number • Surveyor name, address, and phone number • Developer/Agent name, address, and phone number • Submittal date • Property information including legal description	Art IX, Sec 2 (a)(1)e
___ 4. Index on the right side of the sheet name and number.	Art IX, Sec 2 (a)(1)e
___ 5. Example cover sheet:	Art IX, Sec 2 (a)(1)e

Project Name
Floodplain Development Plan
Project Number

Project
Information

Location Sketch

Index

Revision Block

Signature Block

Approval

1 of 1

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

- ___ 7. Include the following engineering responsibility statement below the signature block.

"The Engineer of Record is solely responsible for the completeness, accuracy, regulatory compliance, and adequacy of these plans and/or specifications whether or not the plans and/or specifications were reviewed by the City Engineer(s)."

- ___ 8. Revision block below the below including the following.

Revision #	Description	Approval

Art IX, Sec 2
(c)(5)

Art II, Sec
23 (9) (d)
(3)

Art IX, Sec 3
(b)

GENERAL NOTES

- ___ 1. Insert the City of Leander General Notes. These notes may be found online at <https://www.leandertx.gov/engineering/page/general-notes>. Ensure that the date of the most recent notes is included within the general notes sheet. Of note that if any changes are to be made to the general notes, these must be highlighted within a cloud and explained within an attached memo.

Ordinance
Reference

Subdivision
Art II, Sec 23
(c)

EXISTING CONDITIONS & DEMOLITION PLAN

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
- ___ 2. Identify the existing floodplains with their own unique line-types

Ordinance
Reference

Art IX, Sec 2
(a)(1)e

Art II, Sec
23 (a)(2)

EROSION & SEDIMENTATION CONTROLS

- ___ 1. Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.
- ___ 2. Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 3. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 4. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.
- ___ 5. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 6. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 7. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 8. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.

Ordinance
Reference

Subdivision
Art II, Sec 23
(4)(i)

Subdivision
Art II, Sec 23
(4)(ii)

Subdivision
Art II, Sec 23
(4)(iii)

Subdivision
Art II, Sec 23
(4)(iv)

Subdivision
Art II, Sec 23
(4)(v)

Subdivision
Art II, Sec 23
(4)(iv)

Subdivision
Art II, Sec 23
(4)(iv)

Subdivision
Art II, Sec 23
(4)(iii)

- ___ 9. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.

Subdivision
 Art II, Sec 23
 (4)(iii)

GRADING & DRAINAGE IMPROVEMENTS

- ___ 1. Adequate access is provided for maintenance of and repair to drainage facilities.
- ___ 2. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown. All 100 year, 25 year hydrologic profiles shall be included within any relevant drainage element. Flows and velocities shall also be shown on these profiles.
- ___ 3. Demonstrate that any lot intended to contain a structure in the future has a minimum base floor elevation established in relation to the worst case 100yr flood elevation water feature adjacent to it.
- ___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 5. Location of the regulatory 100-year floodplain (if any) is provided.
- ___ 6. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.
- ___ 7. Ensure that any grading work within the floodplain is identified. If this work increases the burden of the floodway in any way, then a CLOMR or LOMR or one of the variants of this requirement will be required to have their process started as appropriate.
- ___ 8. Clearly identify any work within the floodplain.
- ___ 9. Provide any needed support for any drainage calculations such as HEC-HMS models, HEC-RAS models, or whichever option is chosen to convey the necessary calculations to determine the impact of the work being proposed.

Ordinance
 Reference

Art III, Sec 46
 (d))

Art II, Sec 23
 (c)(3)

Art III, Sec 41
 (c)(4)(ii)

Subdivision
 Art II, Sec 23
 (c)(3)

Code of
 Ordinances
 Art 3.10

Art II, Sec 23
 (c)(3)

Art II, Sec 41
 (c)(4)

Art III, Sec 41
 (c)(4)

Art III, Sec 41
 (c)(iii)

FLOODPLAIN DEVELOPMENT PLAN

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Identify any work within the floodplain.
- ___ 6. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.

Ordinance
 Reference

Art IX, Sec 2
 (a)(1)e

Art IX, Sec 2
 (a)(1)e

Art IX, Sec 2
 (a)(1)e

Art IX, Sec 2
 (a)(1)e

Art III, Sec 41
 (c)(4)

Art IX, Sec 3
 (d)

ROAD & SIDEWALK CLOSURE PLAN

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 3. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 4. If the project impacts existing school zones, they include any necessary signage and/or striping.

Ordinance
 Reference

Subdivision
 Art II, Sec 23
 (c)(11)

Subdivision
 Art II, Sec 23
 (c)(11)

Subdivision
 Art II, Sec 23
 (c)(11)

Subdivision
 Art II, Sec 23
 (c)(11)

STANDARD DETAILS

- ___ 1. Insert the applicable City of Leander Standard Details. These details may be found online at <http://www.leandertx.gov/engineering/page/standard-details>.
- ___ 2. No more than 8x 8-1/2"x11" or 4x 11"x17" detail sheet may be included on any one 22-24"x34-36" plan sheet.

Ordinance
Reference

Subdivision
Art II, Sec 23
(c)
Art II, Sec 23
(b)

LANDSCAPE PLAN:

- ___ 1. Calculations of required tree mitigation shall be provided if trees are proposed for removal.
- A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.

Ordinance
Reference

Art VI, Sec
1(b)

Art VI, Sec
1(b)

Art VI, Sec
1(b)

Art VI, Sec
1(b)

Art VI, Sec
1(b)

Art VI, Sec
1(b)

GENERAL PROVISIONS

- ___ 1. No work of any kind may begin until permit is issued.
- ___ 2. The permit may be revoked if any false statements are made within.
- ___ 3. If revoked, all work must cease until permit is re-issued.
- ___ 4. Development shall not be used and/or occupied until a Certificate of Occupancy is issued or construction has been accepted by the City of Leander.
- ___ 5. The permit will expire if no work is commenced within six months of issuance.
- ___ 6. Applicant is hereby informed that other permits may be required to fulfill local, state, and federal regulatory requirements (refer to Exhibit A).
- ___ 7. Applicant hereby gives consent to the City of Leander Floodplain Administrator or his/her representative to make reasonable inspections required to verify compliance.

DESCRIPTION OF WORK (CHECK ALL APPLICABLE BOXES)

- ___ 1. Structural Development
- a. Activity
- ☐ New Structure
 - ☐ Addition
 - ☐ Alteration
 - ☐ Relocation Demolition
- b. Structure Type
- ☐ Residential (Single-Family)
 - ☐ Non-Residential (Includes Multi-Family)
 - ☐ Combined Use
 - ☐ Manufacture Home.

- ___ 2. Other Development Activities
- ☐ Clearing
 - ☐ Cut/Fill
 - ☐ Mining
 - ☐ Drilling
 - ☐ Grading
 - ☐ Excavation (except for structural development above)
 - ☐ Watercourse Alteration (including dredging and channel modifications)
 - ☐ Drainage Improvements (including culverts)
 - ☐ Road, Street, or Bridge Construction
 - ☐ Subdivision – Acreage? _____ ac.
 - ☐ Utility Improvement
 - ☐ Other (specify) _____

FLOODPLAIN INFORMATION (TO BE COMPLETED BY APPLICANT)

The proposed development is located on FIRM Panel No. _____, Dated _____.

The Proposed Development:

- ☐ Is NOT located in a Special Flood Hazard Area (no application required).
- ☐ Is partially located in the SFHA but building/development is NOT.
- ☐ Is located in a SFHA.
 - ☐ FIRM Zone Designation is _____.
 - ☐ BFE at the site is _____ ft. NAVD88 (MSL)
- ☐ Is located in the floodway.
 - ☐ See section 4 for additional instructions

ADDITIONAL INFORMATION REQUIRED

THE APPLICANT MUST SUBMIT THE FOLLOWING DOCUMENTS WHICH ARE APPLICABLE TO THE DEVELOPER BEFORE THE APPLICATION WILL BE PROCESSED

- ___ 1. A site plan showing the location of all existing structures, water bodies, adjacent roadways, lot dimensions, utilities, and proposed development improvements.
- ___ 2. Development plans, drawn to scale, and specification, including where applicable: details for anchoring structures, proposed elevation of lowest floor (including basement), types of water-resistant materials used below the first floor, details of floodproofing of utilities below the first floor, and details of enclosures below the first floor.
- ___ 3. Subdivision or other development plans. If the subdivision or other development exceeds 50 lots or 5 acres, the applicant must provide 100-year flood elevations if they are not otherwise available.
- ___ 4. Plans showing the extent of watercourse relocation and/or landform alterations
- ___ 5. Change in water surface elevation (in feet)
 - ☐ Meets Ordinance limits on elevation increases? (Yes / No)
- ___ 6. Floodproofing protection level (non-residential only) _____ ft. NAVD88 (MSL). For floodproofed structures, applicants must attach certification from registered engineer or architect. Please note that for floodproofing of non-residential structures, NFIP requirements will require that insurance companies subtract 1' from the floodproofed elevation to determine if the structure is properly floodproofed to the BFE.
- ___ 7. Certification from a registered engineer that the proposed activity within a SFHA with Base Flood Elevations established (Zone AE, etc.) but outside the Floodway will not result in an increase of more than 1 ft. to the Base Flood Elevation (BFE). A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted. Additionally, supporting data must ensure that there will be no adverse impacts to any adjacent properties (both upstream and downstream) of the proposed development without documented landowner approval.
- ___ 8. Certification from a registered engineer that the proposed activity within a SFHA with both Base Flood Elevations and Floodway (no proposed encroachment into the Floodway) established will not adversely affect any adjacent properties (both upstream and downstream) without documented landowner approval. A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- ___ 9. Certification from a registered engineer that the proposed activity in a regulatory floodway will not result in any increase in height of the Base Flood Elevation (BFE). A copy of all data and hydraulic/hydrologic calculations supporting this finding must also be submitted.
- ___ 10. Other: _____

AS BUILT ELEVATIONS (TO BE SUBMITTED BY APPLICANT PRIOR TO CO ISSUANCE)

The following information must be provided for structures that are part of this application. This section must be completed by a registered professional engineer or licensed land surveyor (or attach a certification to this application). Complete the following:

- ☐ Actual (as-built) elevation of the top of the lowest floor, including basement, is: _____ ft. NAVD88 (MS)
- ☐ Actual (as-built) elevation of floodproofing protection is: _____ ft. NAVD88 (MSL).

EXHIBIT A: ADDITIONAL REQUIRED PERMITS

Applicants shall verify that all required permits have been obtained for the work in the floodplain **prior** to filing a floodplain development permit. The permitting agencies below regulate land and water development activities. They include but are not limited:

- ☐ **Texas Commission on Environmental Quality**
TCEQ Permits organized by business type:
http://www.tceq.state.tx.us/nav/permits/business_types/type_s.html
TCEQ Small Business and Local Government Assistance:
<http://www.tceq.state.tx.us/assistance/sblga/sblga.html> or 800-447-2827
- ☐ **United States Army Corps of Engineers Fort Worth District**
<http://www.swf.usace.army.mil/pubdata/enviro/regulatory/permittingoverview.asp> or 817-886-1731
Galveston District
<http://www.swg.usace.army.mil/reg/permits.asp> or 409-766-3930
- ☐ **Additional federal agencies including: United States Fish and Wildlife Service, Environmental Protection Agency, and the United States Coast Guard**
- ☐ **Texas Parks and Wildlife Department**
http://www.tpwd.state.tx.us/faq/landwater/sand_gravel/ or 512-389-4639
- ☐ **General Land Office**
Information on dunes
www.glo.state.tx.us or 800-998-4GLO (4456) or 512-463-5001
- ☐ **Texas Department of Transportation**
Access permits for driveways through TxDOT right-of-way.
Also, consider asking the TxDOT area office to provide you with access permit site locations as a way of tracking floodplain development.
- ☐ **Additional local and regional permitting agencies including river authorities**

ADDITIONAL PERMIT(S) CERTIFICATION:

I certify that all additional required permits for the proposed work have been obtained prior to submission of this Floodplain Development Permit Application.

Authorized Signature: _____ Date: _____

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature: _____
My Commission Expires: _____

FINAL SUBMITTAL REVIEW

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

REQUIREMENTS FOR ISSUANCE OF PERMIT:

- Submittal of one (1) final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 1. Two copies of the approved and signed plans.
 2. Scanned set of plans on a CD of the final approved floodplain development plan as a TIF and AutoCAD formats. Plans must be scanned at 300 dpi, uncompressed TIF to the original approved scale.
 3. Submittal of any outstanding fees including roadway improvement fees and review fees.
 4. Approved SWPPP. Prior to the City's approval of the floodplain development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Floodplain Development Permit shall be issued during the pre-construction meeting.
- Permits cannot be issued in subdivisions that are not accepted for maintenance by the City, for improvements on illegal tracts (not legally subdivided) or for improvements on land that does not have the proper zoning classification.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- If the project is eligible for a conditional certificate of completion, there is a fee of 30% of the review fee. The Composite Zoning Ordinance requirements also apply.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

MINOR REVISION PRELIMINARY PLAT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT A MINOR REVISION PRELIMINARY PLAT APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- A Minor Revision Preliminary Plat is a revision to the preliminary plat that meets the following criteria.
 - ☐ A Minor Revision MAY NOT:
 1. Modify a waiver or variance or result in a new waiver or variance;
 2. Reduce any conservation easement, common area, green space, or other open space or park improvements of the approved Preliminary Plat;
 3. Have a negative impact on property outside the Preliminary Plat;
 4. Require notice and a public hearing under Section 212.015, Tex. Local Gov't Code, as amended, or
 5. Increase the number of dwelling units by more than 5%.
 - ☐ A Minor Revision MAY:
 1. Change the street layout.
 2. Increase the number of lots to the extent allowed herein.
 3. Modify a subdivision to accommodate a change in use resulting from rezoning or land acquisition through eminent domain.
 - ☐ The Planning Director may determine that other changes similar in scope and effect to those described above are minor revisions.
- If an update to the TIA is necessary, please coordinate a scoping meeting with the City Engineer prior to submittal for review.
- If an amendment to the phasing plan is proposed, it needs to be approved prior to the submittal of the preliminary plat.
- Is this property located in Leander's ETJ in Williamson County? ☐ Yes ☐ No
- Is this property located within the Liberty Hill Wholesale Wastewater Service Area? ☐ Yes ☐ No
- Which school district is this property located in? ☐ LISD ☐ LHISD

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- The applicant is **required** to attend a Pre-Development Meeting prior to the submittal of the application or request/receive a Due Diligence Report. This requirement may be waived if the Director of Development Services deems that it is not necessary. Please contact the Planning Department to schedule the meeting by emailing planning@leandertx.gov.
- If changes to the street names are proposed, contact both Travis and Williamson Counties to verify the proposed street names. Provide documentation confirm that they names are approved and reserved. Street names may not be duplicated in either database.
 - <http://www.wilco.org/CountyDepartments/GIS/Addressing/tabid/203/language/en-US/Default.aspx> links to the Williamson County Address Search Page (Please check current names and all reserved street names for all jurisdictions).
 - <https://data.austintexas.gov/Public-Safety/911-Addressing-Street-Name-Master-List/kumu-nbtd> links to the City of Austin 911 Addressing Street Name Master List
 - Compliance with geometry and other considerations incorporate portions of the Austin and Travis County Street Name Standards are available at http://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/street-naming-standards.pdf
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- If the property is located within the ETJ of Travis County, concurrent review of the application is required with Travis County.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS

PROVIDED

Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.

- ☐ 1. Completed and Signed Application & Checklist with the owner's original signatures.
 - ☐ 2. Eight sets of the Minor Revision Preliminary Plat Document (24"X36" in size), collated and folded into fourths with the name of the subdivision showing.
 - ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required.
 - ☐ 4. Existing deed restrictions or covenants (if applicable).
 - ☐ 5. Certified tax certificate.
 - ☐ 6. Letter describing the revision to the approved preliminary plat and describing how the changes meet the minor revision preliminary plat criteria.
 - ☐ 7. Documentation from both Williamson and Travis County 911/Addressing stating that all of the street names on the Preliminary Plat are approved and not duplicated in other areas of the counties.
 - ☐ 8. If the subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
 - ☐ 9. Letter explaining any proposed Development Agreements that have not been executed (if applicable). If there is an existing Development Agreement, provide the name: _____.
 - ☐ 10. A letter of certification, if containing any 100-year floodplain within the ETJ or proposing on-site sewage treatment, that the plat has been submitted to the County Health District for review.
 - ☐ 11. A copy of the application for flood plain map amendment or revision to FEMA if applicable.
 - ☐ 12. Approved Drainage Study.
 - ☐ 13. County short ID # of subject property: _____
 - ☐ 14. If a subdivision is located in an area served by any utility other than the City, the developer shall furnish a letter from such utility certifying their approval of the location of the utility easements shown on the plat and indicating the utility's intent to serve the property.
 - ☐ 15. Planned Unit Development (PUD) information (if applicable)
 - Is this plan subject to a PUD? ☐ Yes ☐ No
If yes, provide the name: _____
 - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No
If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
 - ☐ 16. Traffic Impact Analysis (TIA) information. Provide one of the following:
 - ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer.
 - ☐ Approved TIA – Provide the approved TIA or if an update is proposed provide the Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
 - ☐ 17. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
 - ☐ 18. Disk/USB with all submittal documents.
 - ☐ 19. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee: 10% of the original Preliminary Plat Fee	\$ _____
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission) \$	

ADDITIONAL INFORMATION ABOUT FEES:

RESUBMITTAL FEES:

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

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All preliminary plat sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

MINOR PRELIMINARY PLAT REVIEW PROCESS

The applicant has the option to select the Alternative Review Procedure or Standard Review Procedure.

1. The Alternative Review Procedure is an expedited review that allows for staff to provide comments and receive resubmittals administratively.
2. The Standard Review Procedure requires that the review comments are issued within 30 days as part of the action taken by the Planning & Zoning Commission.

If the applicant selects the Alternative Review Procedure, then the waiver attached to this application must be executed. If the applicant selects the Alternative Review Procedure, they have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of application in the Submittal Schedule. The applicant has the right to request a waiver to extend the review time by 30 days. This request needs to be reviewed at the time of application submittal.

ALTERNATIVE REVIEW PROCEDURE – EXPEDITED PROCESS

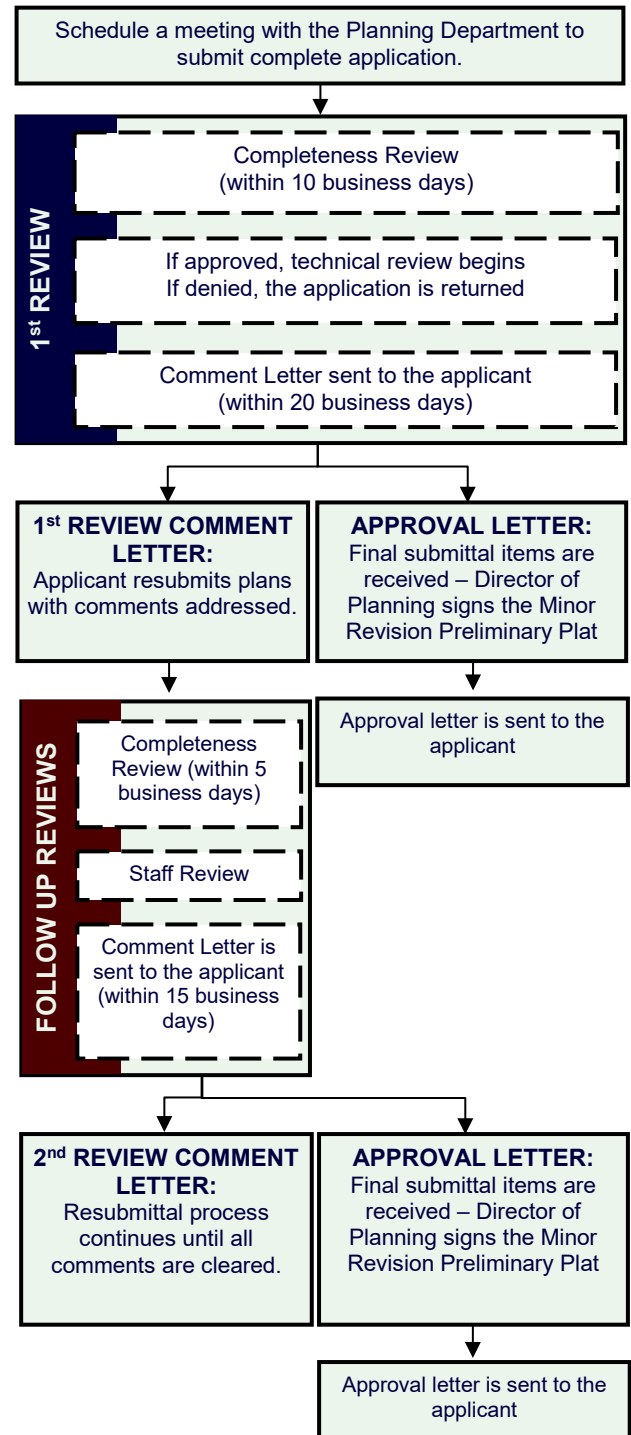
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 3).

2. A comment letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 15 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references. If the application is approved, the Director or Planning will sign the Minor Revision Preliminary Plat.
5. This process repeats until all comments are cleared.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Preliminary Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. Once the Director of Planning approves the preliminary plat, the applicant will receive an approval letter.



STANDARD REVIEW PROCEDURE

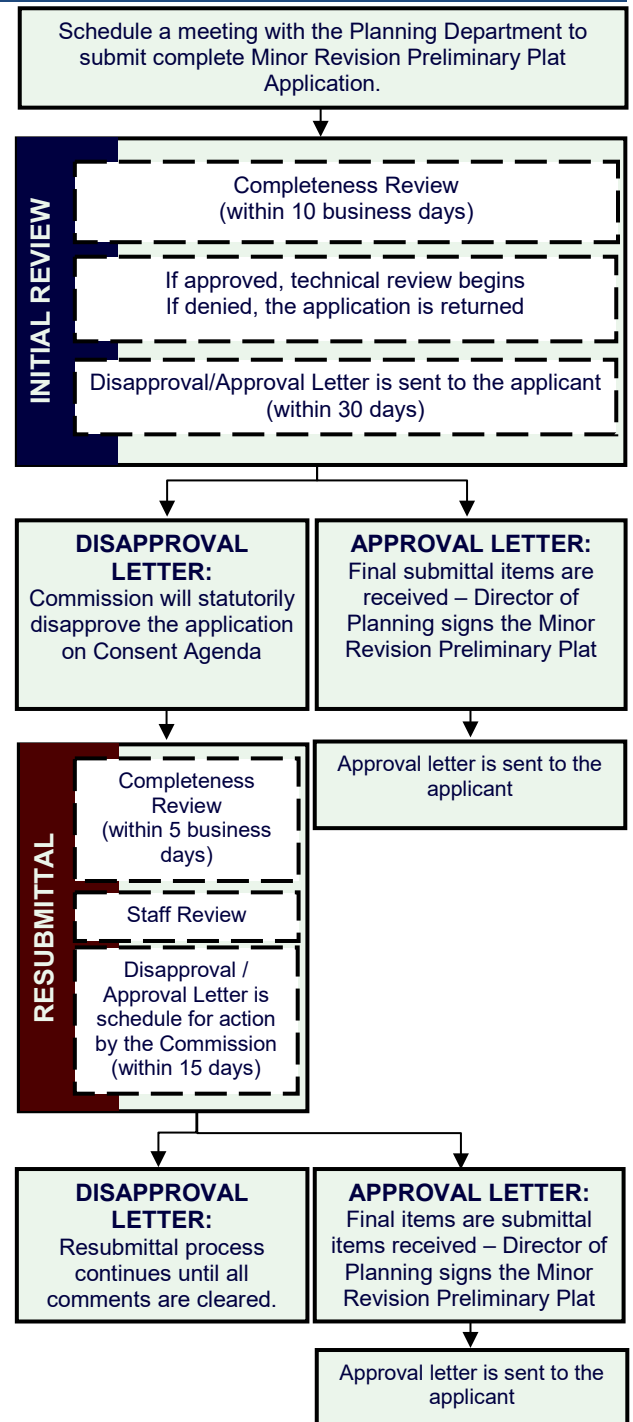
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. Submittals will only be accepted on Tuesdays per the Submittal Schedule. The application will be reviewed for completeness within ten business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on the on page 3).

2. A disapproval or approval letter will be generated within 30 days of the filing date and sent to the applicant. If the application is disapproved, the letter will list the deficiencies with Code references.
3. If the application is disapproved by the Commission, the applicant has the ability to resubmit for an additional review of a corrected plan set. Submittals will only be accepted on Tuesday mornings per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A resubmittal fee in the amount of \$1,000 is required for each submittal after the first resubmittal. A complete submittal shall include the following:
 - a. Updated Preliminary Plat – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Resubmittal fee (after the first resubmittal)
 - e. Disk with the submittal package

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

4. A disapproval or approval letter will be generated within 15 days of the filing date and scheduled for action by the Commission. If the application is disapproved, the letter will list the deficiencies with Code references. If approved, the Planning Director will sign the final document.
5. If the application is disapproved, the applicant has the ability to resubmit for an additional review of the corrected plan set. The process listed in item 3 and 4 above shall be repeated.
6. Once the Director of Planning approves the preliminary plat, the applicant will receive an approval letter.



APPLICANT INFORMATION:

Please Note: The signature of owner authorizes City of Leander staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or his/her agent has reviewed the requirements of this checklist and all items on this checklist have been addressed and complied with. If there are multiple property owners, one notarized form per owner is required. Approval of this application and the related plat or plans does not constitute the approval of variances or waivers to ordinance requirements. Applicant is responsible for compliance with all applicable ordinance unless a variance, waiver, or exception has been specifically approved.

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

(Check One):

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

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

(Check One):

____ I, the owner, have selected the Standard Review Procedure.

____ I, the owner, have selected the Alternative Review/Expedited Procedure and completed the required waiver form.

OWNERSHIP INFORMATION:

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

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

THE STATE OF _____

§

COUNTY OF _____

§

KNOW ALL MEN BY THESE PRESENTS

§

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

AGENT INFORMATION:

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

Project Agent: _____ **Company:** _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

MINOR REVISION PRELIMINARY PLAT CHECKLIST

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

GENERAL

	Ordinance Reference
___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order: ☐ Cover Sheet ☐ Approved Concept Plan ☐ Approved Phasing Plan for the entire subdivision ☐ Existing Conditions ☐ Preliminary Plat – Include an overall sheet for the preliminary plat if the document is divided into sheets ☐ Improvements – Including utilities and drainage ☐ Tree Protection Plan ☐ Street Tree Plan (if street trees are proposed) ☐ Parks Plan	Art II, Sec 22 (c)(3)
___ 2. Provide an overall layout sheet of the subdivision if the property does not fit on one sheet.	Art II, Sec 22 (c)(3)
___ 3. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.	Art II, Sec 22 (c)(3)
___ 4. All property lines shall be identified with a solid, heavy, and black line.	Art II, Sec 22 (c)(3)
___ 5. Cloud all proposed changes to the preliminary plat and note the revision number.	Art II, Sec 22 (k)(1)

SHEET 1 – COVER SHEET

	Ordinance Reference
___ 1. Title block including the following in the top center of the page. The “Subdivision Name” shall match the concept plan. <i>Subdivision Name</i> Minor Revision Preliminary Plat No ___	Art II, Sec 22 (k)(1)
___ 2. Project information in the upper left corner including the following: ☐ Property owner name, address, and phone number ☐ Engineer name, address, and phone number ☐ Surveyor name, address, and phone number ☐ Project agent, address, and phone number ☐ Filing date ☐ Property Zoning – This information may also need to be provided on the preliminary plat sheet if there are multiple zoning districts. A separate sheet for zoning will be required for properties zoned PUD. ☐ The total acreage of the property to be subdivided and the subtotals by land use. A lot summary table also needs to be provided including the lot count by land use. ☐ Future Land Use Category as identified on the Future Land Use Map	Art II, Sec 22 (c)(1)(i)
___ 3. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.	Art II, Sec 22 (c)(1)(iv)
___ 4. Index on the right side of the sheet name and number.	Art II, Sec 22 (c)(3)
___ 5. Example cover sheet: Subdivision Name Minor Revision Preliminary Plat # ___ Project Number Project Information Location Sketch Index 1 of 1	Art II, Sec 22 (c)(3)
___ 6. A certification block signed and sealed by the project engineer.	Art II, Sec 22 (c)(1)(vi)

___ 7. Include the following signature block in the upper left corner. APPROVED BY: _____ Robin M. Griffin, AICP, Executive Director of Development Services _____ Date	Art II, Sec 22 (k)(4)
___ 8. Note identifying the proposed changes.	Art II, Sec 22 (k)(1)
___ 9. Provide any recommendations from the approved TIA (if applicable)	Art II, Sec 22 (c)(3)
___ 10. Include the draft plat notes	
General Plat Notes: ☐ This subdivision is wholly contained within the current corporate limits of the City of Leander, Texas. <i>(inside City only)</i> ☐ This subdivision is wholly contained with the Extra Territorial Jurisdiction of the City of Leander, Texas. <i>(ETJ only)</i> ☐ No lot in this subdivision shall be occupied until connected to the City of Leander water distribution and wastewater collection facilities. ☐ A Building Permit is required from the City of Leander prior to construction of any building or site improvements on any lot in this subdivision. <i>(inside City only)</i> ☐ No buildings, fences, landscaping or other structures are permitted within drainage easements shown except as approved by the City of Leander Public Works Department. ☐ Property owner shall provide for access to drainage easements as may be necessary and shall not prohibit access by the City of Leander. ☐ All easements on private property shall be maintained by the property owner or his or her assigns. ☐ In addition to the easement shown hereon, a ten (10') foot wide public utility easement is dedicated along and adjacent to all right-of-way and a two and a half (2.5') foot wide public utility easement is dedicated along all side lot lines. ☐ No portion of this tract is within a flood hazard area as shown on the Flood Insurance Rate Map Panel # _____ for Williamson Co., effective ____ (Date) ____. ☐ Building setbacks not shown hereon shall comply with the most current zoning ordinance of the City of Leander. Additional residential garage setbacks may be required as listed in the current zoning ordinance. <i>(inside City only)</i> ☐ Sidewalks shall be installed on both sides of <i>[insert street name(s)]</i> and the subdivision side of <i>[insert street name(s)]</i>. Those sidewalks not abutting a residential, commercial or industrial lot (including sidewalks along street frontages of lots proposed for schools, churches, park lots, detention lots, drainage lots, landscape lots, or similar lots), sidewalks on arterial streets to which access is prohibited, sidewalks on double frontage lots on the side to which access is prohibited, and all sidewalks on safe school routes shall be installed when the adjoining street is constructed. ☐ All utility lines must be located underground. ☐ This plat conforms to the Preliminary Plat approved by the Planning & Zoning Commission on _____ (Insert Approval Date) ☐ Approval of this final plat does not constitute the approval of variances or waivers to ordinance requirements.	County County Art I, Sec 8 (b) Art I, Sec 8 (b) Art III, Sec 46 (b) Art III, Sec 46 (b) Art II, Sec 24 (c)(6)(vi) Code of Ordinances Art 3.10 Art II, Sec 24 (c)(6)(vii) Art II, Sec 24 (c)(6)(vii) Art III, Sec 47 Art II, Sec 24 (a) (2) Art II, Sec 20 (j)
___ 1. Non-Residential & Multi-Family Plat Notes: ☐ All drive lanes, fire lanes, and driveways within this subdivision shall provide for reciprocal access for ingress and egress to all other lots within the subdivision and to adjacent properties. ☐ Traffic Impact Analysis Note: ☐ At the time of site development permit, the applicant will provide a payment to the City in lieu of a traffic impact analysis (TIA), unless a TIA for the entire development indicates that average daily trips are estimated below 2,000. OR ☐ Include items required by the TIA as a plat note.	Art III, Sec 42 (h) Code of Ordinances 10.03.003
___ 2. Single-Family & Two Family Plat Notes: ☐ No driveway shall be constructed closer than 50' or 60% of parcel frontage, whichever is less, to the ROW of an intersecting local or collector street or 100' or 60% of parcel frontage, whichever is less, to	Transportation Criteria Manual

the ROW of an intersecting arterial street.

- ☐ The HOA will own and maintain the following lots: ____
- ☐ The HOA bylaws are recorded in the Official Public Records of ____ County, Texas under document number ____.
- ☐ The homeowners association is required to mow and maintain landscaping in the open channels, detention and water quality areas.
- ☐ The City accepts and maintains drainage and water quality improvements contained in open channels, detention and water quality areas. *(which should be contained in a drainage easement).*
- ☐ If single family or two family residential lots are proposed to back or side up to an arterial street, the following is provided:

A landscape lot is provided between the lot(s) and the specified roadway. Such landscape lot is at least ten (10) feet wide: (the following note is included on the plat)

For every six hundred (600) square feet of area in the landscape lot (#), two (2) shade trees (two-inch caliper or larger) and four (4) shrubs (five gallon container size or larger) shall be planted and maintained. Two ornamental trees per shade tree may be substituted for up to fifty percent of the shade trees if desired. A six-foot privacy fence, but no higher than three feet within twenty five feet of an intersecting street, shall be constructed with the subdivision improvements at the common lot line between the landscape lot and the single-family or two-family lots. The fence is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco, factory tinted (not painted) split-faced concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete (e.g. WoodCrete) is also permitted when the privacy fence is adjacent to collectors. All columns are required to have concrete footings. The landscape lot is required to be maintained by a private association.

5.3.1 J

Art IV, Sec 61(d)

Art IV, Sec 61(d)

Art III, Sec 41 (a)

Art III, Sec 41 (a)

Composite Zoning Ordinance

Art VI, Sec 8

SHEET 2 – APPROVED CONCEPT PLAN

- ____ 1. Provide the approved concept plan.

Ordinance Reference

Art II, Sec 22 (c)(1)

SHEET 3 – APPROVED PHASING PLAN

- ____ 2. Provide the approved phasing plan for the subdivision. Demonstrate that this submittal is in compliance with the plan.

Ordinance Reference

Art 13.12 of the code of ordinances

SHEET 4 – EXISTING CONDITIONS

- ____ 1. The existing property lines of the land being subdivided, including bearings and distances, of the land being subdivided. Property lines shall be drawn sufficiently wide to provide easy identification.
- ____ 2. The location of existing water courses, dry creek beds, wells, sinkholes and other similar topographic features.
- ____ 3. Centerline of water courses, creeks, existing drainage structures and other pertinent data shall be shown.
- ____ 4. Areas subject to flooding delineating the regulatory one hundred (100) year floodplain, and any other floodplains identified in the City's Master Drainage Plan.
- ____ 5. Topographic data indicating two (2) foot contour intervals for slopes up to 10% and five (5) foot contour intervals for slopes exceeding 10%. The contoured area shall extend outward from the property boundary for a distance of two hundred (200) feet.
- ____ 6. Locations, sizes and descriptions of all existing utilities, including but not limited to wastewater lines, lift stations, wastewater and storm sewer manholes, water lines, water storage tanks, and wells within the subdivision, and/or adjacent thereto.
- ____ 7. Location, dimensions, names and descriptions of all existing or recorded streets, alleys, reservations, railroads, easements or other public rights-of-way within or near the subdivision.
- ____ 8. Survey ties locating adjacent intersecting streets/driveways and median breaks to determine compliance with alignment or off-set requirements on a boundary street within a distance of one thousand (1,000) feet of the subdivision boundary.
- ____ 9. Survey ties at no less than three hundred (300) foot intervals across boundary streets indicating existing ROW width/location (unless such ROW was dedicated by plat).
- ____ 10. The location of City limit lines and/or extra-territorial jurisdiction, as depicted on the City's most recent base map, if either traverses the subdivision or is contiguous to the subdivision boundary.

Ordinance Reference

Art II, Sec 22 (c)(2)(i)

Art II, Sec 22 (c)(2)(ii)

Art II, Sec 22 (c)(2)(iii)

Art II, Sec 22 (c)(2)(iv)

Art II, Sec 22 (c)(2)(v)

Art II, Sec 22 (c)(2)(vi)

Art II, Sec 22 (c)(2)(vii)

Art II, Sec 22 (c) (2) (vii)

Art II, Sec 22 (c) (2) (vii)

Art II, Sec 22 (c) (2) (viii)

___ 11.	Watershed information is provided (if applicable):	Art III, Sec 41
	_____ Watershed information is provided (if applicable): _____ Lake Travis watershed report provided to LCRA. _____ Edward's recharge zone report provided to TCEQ. _____ Edward's contributing zone report provided to TCEQ.	
___ 12.	Identify all required Buffer Zones.	Art III, Sec 49

SHEET 5 – PRELIMINARY PLAT

		Ordinance Reference
___ 1.	The date, scale (1"=100), and north indicator.	Art II, Sec 22 (c)(1)(iii)
___ 2.	The owners' names, deed or plat references and property lines for adjacent property as determined by the most recent tax rolls for all properties located within two hundred (200) feet of the subdivision boundary.	Art II, Sec 22 (c)(1)(v)
___ 3.	Provide a table including the street name and linear feet.	Art II, Sec 22 (c)(2)(vii)
___ 4.	Provide a secondary access for all subdivisions greater than thirty (30) lots unless otherwise approved by the Fire Department. The secondary access shall be constructed in accordance with the current Fire Code and City Standard Details and Specifications.	Art III, Sec 42 (i)
___ 5.	Identify the zoning of the property. A separate sheet may be required for PUD.	Art II, Sec 22 (2)(ix)
___ 6.	Numbers to identify each lot and block.	Art III, Sec 45
___ 7.	The lengths of each proposed property line of all lots. The area of each non-rectangular lot shall be provided.	Art III, Sec 45 (b)(1)
___ 8.	Information showing that the proposed subdivision complies with the Transportation Criteria Manual street design standards including intersection sight distance, minimum horizontal curve radii, tangent spacing between curves, intersection spacing, ROW widths, curb return radii, etc.	TCM
___ 9.	Proposed final plat section boundaries within the preliminary plat if more than one section is proposed.	Art II, Sec 22 (c)(1)(ii)
___ 10.	Except for SFR zoning districts, residential blocks do not exceed a perimeter length of three thousand five hundred (3,500) feet, and residential blocks in SFR zoning districts do not exceed a perimeter length of six thousand (6,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 11.	Blocks along arterial streets and blocks containing or proposed to contain primarily commercial or industrial uses do not exceed a perimeter length of four thousand five hundred (4,000) feet unless City staff approves longer blocks where unusual conditions are found such as steep slopes or other restrictive topography, floodplains, public land, railroad tracks, freeways, tollways, existing adjacent development or other similar features.	Art III, Sec 45 (a)
___ 12.	Blocks are wide enough to accommodate two tiers of lots except for blocks adjacent to major streets, railroads, waterways or other topographical features prohibiting a second lot tier.	Art III, Sec 45 (a)
___ 13.	If inside the City, lot sizes and dimensions as well as proposed use are in conformance with the Composite Zoning Ordinance. Lots to be served by septic systems shall be a minimum of one acre in area if on a public water supply, two acres if served by an on-site private well, located in areas with steep topography, floodplain, or other natural features, and conform to the County or LCRA regulations based on percolation tests and soil analysis.	Art III, Sec 45 (b)(2)
___ 14.	No lot has a lot line intersection of less than forty-five (45) degrees.	Art III, Sec 45 (b)(7)
___ 15.	All lots front on a public roadway.	Art III, Sec 45 (b)(8)
___ 16.	Lots are arranged so that all lots face similar lots across the street.	Art III, Sec 45 (b)(9)(ii)
___ 17.	Wherever feasible, single family and two family residential lots are oriented so that the rear line of a lot is not the side lot line of another lot.	Art III, Sec 45 (b)(9)(ii)
___ 18.	There are no single family or two family double frontage lots except where one of the frontages is to an arterial street.	Art III, Sec 45 (b)(10)
___ 19.	Single family and two family residential corner lots on unequal class streets have access only to the street with the lower classification and a note is shown on the plat prohibiting access to the other street.	Art III, Sec 45 (b)(11)
___ 20.	"Flag" lots are not proposed unless there are no other reasonable alternatives and they meet the following conditions:	Art III, Sec 45 (b)(8)
	_____ Driveways would be located no closer than permitted by the Transportation Criteria Manual. _____ The minimum width of the flag lot is no less than twenty five (25) feet. _____ The narrow portion of the lot is dedicated as a common driveway access easement.	

_____	No more than two "flag" lots are located side by side.	
_____	The Fire Chief has no objection to the lot layout.	
_____	The narrow "flag pole" portion of the lot is not considered when calculating lot width, depth or area requirements, or in establishing setback requirements.	
___ 21.	A note is provided limiting access to a specified roadway if required.	Art III Sec 45 (b)(11)
___ 22.	The proposed subdivision complies with the Leander Transportation Plan.	Art II, Sec 22 (c)(2)(vii)
___ 23.	A note is shown on the plan stating that all homes built on lots siding or backing up to a major arterial roadway are required to be constructed to Type A architectural standards. The lot and block numbers of such lots are identified in the note.	Composite Zoning Art III
___ 24.	A statement by the surveyor is provided indicating that all easements of record are shown or noted on the plat as found on the title policy or discovered with a title search prepared for the most recent purchase of property.	Art II, Sec 22 (c)(2)
___ 25.	Local streets have been designed so as to calm traffic and discourage "cut through" traffic as follows: a) Residential collector streets shall be preferred over neighborhood collector streets in proposed residential areas. b) Straight sections of local streets and collector streets with single family or two family lots fronting on them shall not exceed one thousand three hundred (1,300) t in length unless other traffic calming design is utilized as approved by the City or unless such design is approved by the City Engineer.	Art III, Sec 42 (b)(2)(ii)
___ 26.	Streets extend to the boundary lines of the tract as necessary for eventual extension to the adjacent tract(s) to do not, in general, exceed the limits defined by this ordinance and to provide access to adjacent property.	Art III, Sec 42 (b)(2)(iii)
___ 27.	Provisions have been made for the appropriate extension of existing and proposed streets. Streets intended to be extended from an adjacent tract have been extended.	Art III, Sec 42 (b)(2)(iii)
___ 28.	Street right-of-way is shown to be dedicated with the plat for the full length and/or width of the lots in the section of the subdivision adjacent to such street, unless otherwise approved by the City Engineer.	Art III, Sec 42 (b)(2)(v)
___ 29.	Boundary streets have been reviewed for adequate ROW and improvements. If boundary street improvements are needed, these are described by a note on the plat.	Art III, Sec 42 (b)(2)(i)
___ 30.	The location, dimensions, names and descriptions of all proposed streets, alleys, parks, open spaces, blocks, lots, reservations, easements and rights-of-way within the subdivision indicating the connection to or continuation of other improvements in adjacent subdivisions.	Art II, Sec 22 (c)(3)(iii)
___ 31.	Identify the location and species of street trees for each street within the preliminary plat.	Art II, Sec 22 (c)(3)(vi)
___ 32.	Identify Type A, B, and C Streets that are located within Employment Mixed Use, Neighborhood Center, Community Center, or Activity Center designations as identified by the Comprehensive Plan. One Type A street is required per quadrant.	Art II, Sec 22 (c)(3)(viii)
___ 33.	Provide a street connection, pedestrian connection, and bicycle connection to adjacent properties within each subdivision located in an Activity Center, Community Center, or Employment Mixed Use Area. Residential subdivision within Neighborhood Centers shall provide either a pedestrian connection or bicycle path.	Art II, Sec 42 (b)(3)(iii)
___ 34.	Identify all shared use drives and necessary access easements as required by the Access Management standards listed in Article V of the Composite Zoning Ordinance.	Art II, Sec 22 (c)(3)(ix)
___ 35.	Is conduit necessary to provide fiber to public facilities?	Art II, Sec 22 (c)(3)(iii)

SHEET 6 – IMPROVEMENTS

		Ordinance Reference
___ 1.	The location, size and description of any proposed drainage appurtenances, including storm sewers, detention ponds and other drainage structures proposed to be constructed on <u>and</u> off the site.	Art II, Sec 22 (c)(4)
___ 2.	The locations, sizes and descriptions of all proposed water and wastewater utilities, including but not limited to wastewater lines, lift stations, water lines, and water storage tanks. Water, wastewater, transportation, and drainage improvements shall be extended to the perimeter of the development.	Art IV, Sec 60 (b)
___ 3.	Provide preliminary vertical profiles for roadways with extreme topography.	Art II, Sec 22 (c)(4)(vi)
___ 4.	Identify all required drainage improvements.	Art II, Sec 22 (c)(4)
___ 5.	Label the static pressure for the highest and lowest lot in the subdivisions and include any require PRVs. The highest lot should be based on mid tank condition and the lowest lot should be based on full tank condition.	Art II, Sec 22 (c)(5)(ii)

- ___ 6. Provide utility demand data, consistent with the proposed uses indicated on the Preliminary Plat, to determine the adequacy and the consistency of proposed utility improvements.

Art II, Sec 22
(c)(5)(ii)

SHEET 7 – TREE PROTECTION PLAN

Ordinance
Reference

___ 1. Required Items for Tree Protection Plan:

Art II, Sec 22
(c)(2)(iii)

- ☐ Tree survey prepared within the past 5 years of the application date with the street and lot layout superimposed at a scale of 1"=100' (or as appropriate). This plan shall demonstrate the lot lines and street layouts have been designed and located and that lot width, depth, and size flexibility (as permitted by the zoning) has been utilized to the maximum extent necessary to retain the maximum number of significant and heritage trees possible.
- ☐ Trees to be preserved shall be identified with a solid black circle. Trees to be removed shall be identified with a dashed black circle. Use red to indicate trees proposed for removal and green for trees proposed to be protected.
- ☐ A separate sheet shall be provided that demonstrates the location of all heritage trees. All heritage trees that are proposed for removal shall be identified with a red circle and trees proposed to be protected with a green circle. All tree ID numbers shall be provided within the circle to clearly identify the tree as listed in the tree list.
- ☐ The tree list shall be provided that includes all of the trees that were surveyed except for cedars, bois d'arc, hackberry, and other trees that are not considered to be significant trees by the ordinance. This tree list shall be formatted as follows. Highlight all rows that include the proposed removal of a heritage tree.

Tree Number	Tree Type	Caliper Inch	Removed	Protected	Heritage	Reason for Removal
####	Live Oak	29"		29"	Y	
####	Cedar Elm	18"	18"			
####	Live Oak	32"	32"		Y	

- ☐ A table shall be provided that summarizes the total number of trees protected, removed, and the percentages.
- ☐ Approval of removal permits shall be based on the following:
 - a. Tree size/number of trunks;
 - b. Tree health and viability;
 - c. Tree location;
 - d. Other Significant and Heritage Trees to be preserved on site; and
 - e. Whether all reasonable efforts have been made to design the project in a way to preserve Significant and Heritage Trees on site.

___ 2. Tree Mitigation Requirements:

Art II, Sec 22
(c)(2)(iii)

- ☐ Up to fifty (50%) percent of Significant Trees between eight (8) and twenty-six (26) caliper inches may be removed without mitigation for single-family and two- family subdivisions.

___ 3. Significant Tree Removal Permit

Art II, Sec 22
(c)(2)(iii)

- ☐ The Director of Planning may issue a tree removal permit for the removal of Significant Trees to the owner of a property that is zoned or otherwise authorized and actively used for agricultural purposes if it is demonstrated that the tree removal is for a legitimate agricultural purpose. The tree mitigation requirements of this ordinance shall not apply to such permits. If the property is rezoned or otherwise converted to a non-agricultural use within three years of the issuance of the tree removal permit the owner of the property shall be required to meet the tree mitigation requirements of this ordinance.
- ☐ Removal of Significant Trees greater than eighteen (18) caliper inches requires the approval of the Planning & Zoning Commission or the approval of an alternative tree preservation plan as described in this ordinance for projects other than single-family or two-family.

___ 4. Mitigation for the removal of a Heritage or Significant Tree

Art II, Sec 22
(c)(2)(iii)

- ☐ The removal of Heritage and Significant Trees shall require mitigation using the calculations and procedures defined below. Mitigation may be achieved through credit of existing trees on site, replacement trees planted on-site, or payment-in-lieu of replacement trees if approved by the Planning Director when on-site replacement is not possible or practical.
 - a. Mitigation shall be required at a 1:1 caliper inch basis for significant trees between eight (8) and eighteen (18) caliper inches.
 - b. 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.
 - c. 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.
 - d. If payment in lieu of replacement trees is approved by the Planning Director, the fee shall be equal to one hundred fifty dollars (\$150) per caliper inch of replacement tree.

___ 5. Replacement Trees

Art II, Sec 22
(c)(2)(iii)

- ☐ Replacement trees shall be a minimum of two (2) caliper inches and identified on the City of Leander preferred plant list or included in the Grow Green Guide for Native and Adaptive Landscape Plants published by the City of Austin Watershed Protection and Texas A&M AgriLife Extension, as amended from time to time. The tree protection plan is required to be approved by the Director of Planning prior to submission of a preliminary plat application.

SHEET 8 – PARKS PLAN

Ordinance
Reference
Art IV, Sec 61

- ___ 1. If park improvements are proposed, the improvements meet the following criteria:
 - ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
 - ___ A note is shown on the final plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
 - ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.
- ___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:
 - ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
 - ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
 - ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.
- ___ 3. If an alternative park plan is proposed, it meets the following criteria:
 - ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
 - ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
 - ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.
- ___ 4. Provide a phasing table demonstrating compliance with the Ordinance

FINAL SUBMITTAL REVIEW – ALTERNATIVE REVIEW PROCEDURE

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

Items to submit:

- ☐ One final set of plans
- ☐ A comment response letter indicating how the staff comments were addressed.
- ☐ Disk/USB including the submittal documents

FINAL APPROVAL

In order to complete the Minor Revision Preliminary Plat process, the following items will be required to be submitted after all comments have been addressed.

- ☐ The applicant will be required to submit one final copy of the Minor Revision Preliminary Plat for signature.
- ☐ After the plans have been signed, they will be returned to the applicant.
- ☐ The applicant will be responsible for providing a scanned copy of the plans to complete the process.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

ALTERNATIVE REVIEW / EXPEDITED PROCEDURE REQUEST

I hereby request that the Alternative Review Procedure schedule is applied to this project. I understand that I have the right to switch to the Standard Review Procedure by written request submitted on the day designated for acceptance of applications in the Submittal Schedule.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____ §
COUNTY OF _____ § KNOW ALL MEN BY THESE PRESENTS
§

Before me, _____, on this day personally appeared _____,
known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she
executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____
My Commission Expires: _____

30 DAY WAIVER REQUEST

I hereby request that a 30 day extension is granted to the 30 day review period for this application in order to allow for more time for the submittal and review process.

Owner Name (Company or Individual): _____

Contact Name: _____

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

Phone: _____ Mobile: _____

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

Email: _____

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

THE STATE OF _____

§

§

§

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF _____

Before me, _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he or she executed the same for the purposes and consideration therein expressed.

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

Notary Public's Signature _____

My Commission Expires: _____

Project Name: _____

File #: _____
(City will assign)

CAPITAL IMPROVEMENTS PROGRAM (CIP) PROJECT SITE DEVELOPMENT PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT A CONCEPT PLAN APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- A CIP is a long range plan for all individual capital improvement projects that include a timeline and funding sources. A CIP Project is any major improvement to City facilities and infrastructure that is part of the CIP. These projects may include utilities, roads, parks, city buildings, etc.
- Site development permits are required for non-residential and multi-family developments. This plans include flat work, building footprints, landscaping, grading and drainage, erosion control, utilities, and any required park improvements.
- Lots are required to be platted prior to the issuance of the site development permit. The final plat may be reviewed concurrently with the site development permit.
- If a TIA is proposed, the review and approval of the TIA shall be completed concurrently with the submittal of the Concept Plan application. Include the TIA application and fees with this submittal. A scoping meeting with the City Engineer is required prior to submittal.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- This application only applies to site development projects. CIPs that follow the construction plans process shall submit the CIP Construction Plans application. Examples include Fire Stations, Public Parks, Community Facilities, etc.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS

PROVIDED

Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.

- ☐ 1. Completed and Signed Application & Checklist with the owner's original signatures.
 - ☐ 2. Seven sets of construction plans (24" X 36") or (22" X 34") including the items listed in the checklist. Include the title of each sheet (i.e. site plan, landscape plan, grading plan, etc.) along the right edge, visible when rolled.
 - ☐ 3. Deed showing current ownership. Proof of signatory for corporations is required.
 - ☐ 4. Certified tax certificate or other evidence that taxes have been paid.
 - ☐ 5. Support documents such as TIA, Drainage Reports, Lift Station Reports, HEC Models, etc.
 - ☐ 6. Specifications Manual.
 - ☐ 7. Is development proposed within the floodplain? ☐ Yes ☐ No
If yes, the floodplain development application is required to be submitted concurrently with the Site Plans.
 - ☐ 8. Is this plan subject to a PUD? ☐ Yes ☐ No
 - Is this plan subject to a PUD? ☐ Yes ☐ No
If yes, provide the name: _____
 - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No
If yes, this application is required to be submitted concurrently with the PUD application.
PUD name: _____
 - ☐ 9. Are any offsite or separate instrument easements required? ☐ Yes ☐ No
If use, either provide the recordation number on the plans or provide the application for review.
 - ☐ 10. Planned Unit Development (PUD) information (if applicable)
 - Is this plan subject to a PUD? ☐ Yes ☐ No
If yes, provide the name: _____
 - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No
If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
 - ☐ 11. Traffic Impact Analysis (TIA) information. Provide one of the following:
 - ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer.
TIA Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
 - ☐ 12. Recent Title Commitment (dated within on year; if the title commitment is older than one year, submit a property report of nothing further certificate)
 - ☐ 13. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
 - ☐ 14. Disk/USB with all submittal documents
 - ☐ 15. Filing Fees (calculation listed below).

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plan sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

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

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

Total Gross Sq. Ft. of Building(s): _____ Total Impervious Cover Sq. Ft: _____
(pavement and building)

Proposed Number of Multi-Family / Condo Units: _____

Brief Summary of Work: _____

APPLICANT INFORMATION:

OWNER INFORMATION:

Staff Representative: _____ Department: _____

Email: _____ Phone: _____

AGENT INFORMATION:

Project Agent: _____ Company: _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

CIP – SITE DEVELOPMENT REVIEW PROCEDURE

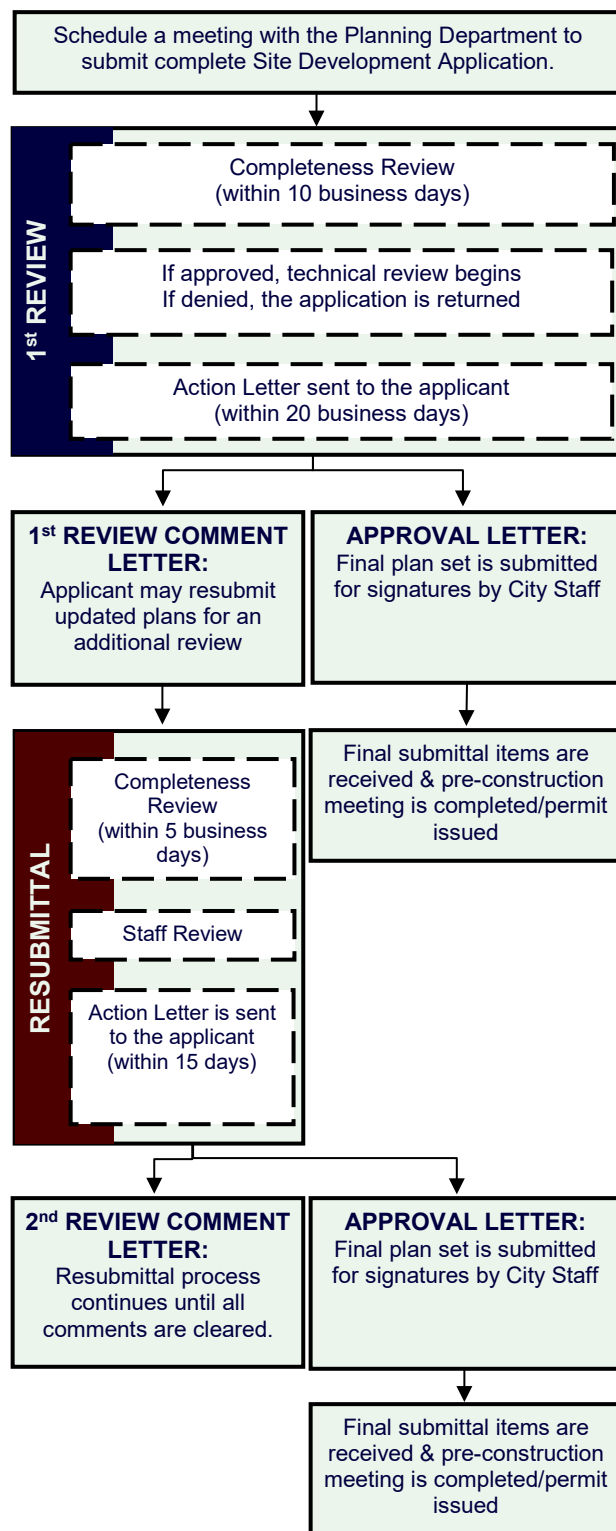
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated Plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 2 collated and stapled final copies of the signed plans.
 - b. Scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. A digital version final copies of all support documents (TIA, Drainage Studies, Lift Station Reports, etc)
 - e. Outstanding Fees
 - f. Pre-construction meeting request form
9. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



CIP SITE DEVELOPMENT CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ General Notes
 - ☐ Final Plat
 - ☐ Existing Conditions & Demolition Plan
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Grading & Drainage Plan
 - ☐ Site Plan
 - ☐ Address Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
 - ☐ Park Land Plan
 - ☐ Master Architectural Plan
 - ☐ Major Corridor Streetscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).
- ___ 4. All property lines shall be identified with a solid, heavy, and black line.
- ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include reciprocal access easement, public utility, landscape, and public access easement; access easement for water quality or detention pond. If these easements are not provided by the final plat, a separate instrument easement shall be required. The application is available online at: <https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists>.
- ___ 6. If permit application is for a public park required with a subdivision, a deed is provided deeding land to the City. (Deed will be executed and recorded after final acceptance of improvements.)
- ___ 7. If an adjacent street is sub-standard or needs widening in accordance with Transportation Plan, right-of-way and pro-rata cost participation is provided. This is typically a payment for half the cost of the full cross-section for the street over the length of the property along the street.
- ___ 8. If a TIA is proposed, the TIA is required to be approved prior to the approval of the site development permit. If the TIA recommends improvements, provide the improvements as part of a construction plan application.

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name
 - Site Development Plans
 - Project Number (This number will be assigned during the first review of the plan set)
 - CIP Project Number
- ___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Engineer name, address, and phone number
 - Surveyor name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
 - Land use summary including zoning, proposed use, acreage, total impervious cover, building impervious cover, and total number of multi-family or condo units.
 - Property information including legal description
 - Future Land Use Category as identified on the Future Land Use Map
 - Proposed Incentives that are determined by Masonry percentages
 - Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat.
 - List of required offsite easements and recordation numbers

___ 4. Index on the right side of the sheet name and number.

___ 5. Example cover sheet:

Project Name Site Development Plans Project Number CIP Number	
Project Information	Location Sketch Index
Revision Block	Signature Block
Approval	

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

___ 7. Revision block below the below including the following.

Revision #	Description	Approval

GENERAL NOTES:

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

FINAL PLAT:

___ 1. Insert draft of the final plat. The final copy needs to be provided prior to the issuance of the site development permit.

EXISTING CONDITIONS & DEMOLITION PLAN

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
- ___ 2. Identify proposed improvements for demolition.

EROSION & SEDIMENTATION CONTROLS:

- ___ 1. Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.
- ___ 2. Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 3. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 4. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.

- ___ 5. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 6. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 7. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 8. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.
- ___ 9. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.
- ___ 10. Any permanent stormwater control facility such as a water quality or detention pond, must be located in an Access Easement dedicated to the City to allow the City or its contractors access to the facility for periodic inspection. A Maintenance agreement and plan shall be filed in the real property records of the county in which the property is located. Documentation of the submittal to the County shall be provided to the City.

GRADING & DRAINAGE IMPROVEMENTS:

- ___ 1. Detailed design of all drainage facilities as indicated in the Preliminary Plat phase, including typical channel or paving section, storm sewers and other storm water control facilities.
- ___ 2. Adequate access is provided for maintenance of and repair to drainage facilities.
- ___ 3. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown.
- ___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 5. Attendant documents containing design computations in accordance with the Subdivision Ordinance for the City of Leander, and any additional information required to evaluate the proposed drainage improvements
- ___ 6. Location of the regulatory 100-year floodplain (if any) is provided.
- ___ 7. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable.
- ___ 8. Non-Residential and Multi-Family Drainage and Detention Facilities:
 - ☐ Non-residential and multi-family drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Non-residential and multi-family drainage facilities are not allowed within ten feet (10') of street ROW except those which are necessary to convey drainage in the shortest possible route to or from street ROW.
 - ☐ Non-residential and multi-family drainage facilities located within the front setback shall not exceed 25% of the area of the front setback.
 - ☐ Any fencing around non-residential and multi-family detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.
 - ☐ Structural stabilization including vertical walls and riprap for non-residential and multi-family drainage facilities shall be limited to not more than thirty (30%) percent of the perimeter of the pond excluding outlet structures. The remainder of the perimeter shall be earthen embankment no steeper than 3:1 slope. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, structural stabilization is permitted for the full perimeter and screening requirements listed in Article VI, Section 1 (d) of this Ordinance shall apply.

- ___ 9. Residential Drainage and Detention Facilities:
- ☐ Residential drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Residential drainage facilities shall utilize earthen berms and be designed with a curvi-linear shape. Any structural stabilization with slopes steeper than 3:1 shall be limited to the use of native stone (except for outlet structures which can be concrete) and shall be limited to not more than thirty (30%) percent of the perimeter of the pond. Such ponds shall be seamlessly integrated with the landscaping. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, concrete is permitted instead of native stone and screening requirements Article VI, Sec. 1 (d) of this Ordinance shall apply.
 - ☐ Any fencing around residential detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.

SITE PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.
- ___ 6. Location, dimensions, square footage and intended uses of the site. If uses are not known at this time, a note is provided on the site plan as follows:
Uses for this site are currently unknown. This permit therefore proposes no uses at this time. Uses will be proposed at a later date in conjunction with future permits and in compliance with the zoning ordinance of the City of Leander.
- ___ 7. Provide the following notes:
All site utility lines are proposed to be located underground.
Exterior lighting shall be shielded such that the light source is not directly visible from the public ROW or adjacent residential districts or uses at the property line. Unshielded "wall pack" lighting is not proposed.
Al Clawson Disposal, Inc. shall be the sole provider of waste hauling for this site both during and after construction.
Air conditioning units are not proposed forward the front wall of the building.
Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck.
For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 8. For multi-family, a table showing the number of living units, the acreage and the units per acre is provided. Density is determined by the amount of proposed masonry.
- ___ 9. For multi-family, the total number of units per acre is limited to 8 units unless the applicant is proposing a higher masonry standard. If 100% masonry is proposed, then the density may be 25 units per acre. If 85% masonry on the first story and 50% on the second story is proposed, then the density may be 18 units per acre. If increased masonry is proposed, provide a note on the plans.
- ___ 10. Multi-family units are at least 500 sq. ft. for efficiency units, 650 sq. ft. for one bedroom units, 850 sq. ft. for two bedroom units, and an additional 150 sq. ft. for each bedroom thereafter.
- ___ 11. For multi-family, a proposal in compliance with the park dedication requirements of the subdivision ordinance.

- ___ 12. Parking lot layout is provided in conformance with the Transportation Criteria Manual (including the following criteria):
- Dimensions of parking spaces, aisle widths
 - Driveway intersection sight distance
 - Driveway and aisle curb return radii
 - Dead-end parking bays greater than 150' in length have a fire department turn-around
 - One-way aisles have angled parking
- ___ 13. Fire Lane Striping: Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" shall appear in four inch (4") white letters at 25 feet intervals or less, on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.
- ___ 14. Fire Lane Signs: Signs shall read "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than thirty-five feet (35') apart. Signs may be installed on permanent buildings or walls or as *approved by the Fire Code Official*.
- ___ 15. Access Management – All properties that have frontage onto an arterial street are required to comply with the TxDOT access point spacing standards.
- ___ 16. Driveways are labeled as Type II commercial driveways.
- ___ 17. Any proposed driveway onto a state maintained roadway (US 183, US 183A, FM 2243) has a TXDOT driveway permit and a copy is enclosed.
- ___ 18. Driveways on arterial roadways are at least thirty (30) feet wide at the property line (and not more than 45') and are at least 200' from the edge of another commercial driveway from the edge of a public street or as otherwise defined in the Transportation Criteria Manual. Driveways on lesser streets are at least twenty five (25) feet wide at the property line.
- ___ 19. A parking summary table is provided on the site plan showing that off-street parking is provided in compliance with the Composite Zoning Ordinance (Art.VI, Site Standards; Sec. 3). Compact parking spaces do not exceed 10% of total. This table demonstrates compliance with parking garage requirements associated with multi-family development.
- ___ 20. Handicap parking is provided as follows:
- For commercial projects, handicap parking spaces are provided at a ratio of not less than one handicap space for every 25 parking spaces for the first 100 parking spaces plus one handicap parking space for every 50 parking spaces for the second 100 parking spaces plus one handicap space for every 100 parking spaces for the next 300 parking spaces; or 2% of the total for 501 to 1,000 parking spaces; or 20 handicap parking spaces plus one for each 100 over 1,000 for parking areas having more than 1,000 parking spaces. One out of every 8 handicap parking spaces is required to be van accessible and at least one van accessible handicap space is required [a van accessible space has an 8-foot wide aisle instead of a 5-foot wide aisle]. Handicap parking spaces are identified by a sign with the international symbol of accessibility.
 - At least one route is provided within the boundary of the site to accessible parking, public sidewalks or streets, passenger loading zones (if provided) and public transportation stops (if any), and other accessible facilities (if any) to an accessible building entrance.
- ___ 21. A six foot concrete sidewalk is shown to be installed parallel to all roadways (unless a sidewalk already exists) and is set back at least five feet from the edge of pavement and from parking areas (flexibility to this requirement can be employed if necessary to save existing trees). An eight foot concrete hike and bike trail is provided in-lieu of the six foot sidewalk if required by the Roadway Plan. Sidewalks have been coordinated with landscape design to provide substantial landscaping on both sides of the sidewalk. The sidewalk may meander (with small irregular deflections). Pedestrian connections are provided at street crossings as well as to businesses within the development. If a pedestrian access easement nine feet in width is not dedicated with the plat, a separate instrument dedicating such easement is provided herein.
- ___ 22. If the property is zoned with an LO use component, a note is provided on the site plan limiting hours of operation to the general public to between 7:00 a.m. and 10:00 p.m. Sunday through Thursday, and 7:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 23. If the property is zoned with an LC use component, a note is provided on the site plan limiting hours of operation to the general public to between 5:00 a.m. and 10:00 p.m. Sunday through Thursday, and 5:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 24. If this is a non-residential or multi-family site contiguous with another non-residential or multi-family site, a parking aisle connection to the boundary of the site is provided for connection to such contiguous non-residential site unless such connection is determined to be inappropriate by the Planning Department after considering relevant factors such as topographic constraints, environmental constraints and adjacent incompatible uses. If the reciprocal access easement is not provided on the plat, a separate instrument easement will be required.
- ___ 25. No drive-through service lane or outdoor service speaker is located within 75' of a residential district unless such district is utilized for a non-residential use. No drive through service lane is within 50' of a residential district unless a note is shown prohibiting operating during the hours of 10 p.m. to 6 a.m.
- ___ 26. If a business sells alcoholic beverages, it must be at least 300' from a church, public school, or public hospital (see V.T.C.A., Alcoholic Beverage Code 109.33). The measurement of the distance between the place of business where alcoholic

beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be in a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections.

___ 27. Building lines have been checked for compliance with the following tables.

BUILDING / STRUCTURE							
SINGLE-FAMILY RESIDENTIAL DISTRICTS							
	Use Component	Front	Side	Street Side		Rear	
Standard Setback	SFR	25'	7'	15'		15'	
	SFE, SFS, SFU, SFU/MH, TF	20'	5'	15'		15'	
	SFC, SFL	15' *	5' or 0' & 10'	15'		15'	
	CH*****	15'	5'	15'		15'	
	TH	10'*	5'	10'		10	
	SFT	10' *	0 or 10'	15'		15'	
Garage Setback	SFR, SFE, SFS, SFU, SFU/MH. SFC. SFL, CH, SFT, TF See Article VIII, Section 5 (i)						
NON-RESIDENTIAL & MULTI-FAMILY DISTRICTS							
	Use Component	Max Front	Min Front	Min Side	Min Street Side	Max Street Side	Min Rear
Standard Setback	NR	15' *	5'	15'		15'	
	MF	25'	10'	25'		20'	
	LO, LC	30'	10'	30'		10'	
	GC, HC, HI	35'	15'	35'		15'	
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	50'	(N/A)		50'	

PARKING, AISLE, LOADING, CANOPIES, OUTDOOR DISPLAY							
	Use Component	Site Component	Front	Side	Street Side	Rear	
Standard Setback	MF	All	20'	5'****	20'	5'****	
	LO, LC, GC, HC, HI	Type 1, 2	15'	5'****	15'	5'****	
		Type 3	20'	5'****	20'	5'****	
		Type 4, 5	25'	5'****	25'	5'****	
		Special Setback Where Adjacent to SF or TF**	MF, LO, LC, GC, HC, HI	Type 1-3	(N/A)	15'	(N/A)
	Type 4, 5		(N/A)	20'	(N/A)	20'	

OUTDOOR STORAGE						
	Use Component	Site Component	Front	Side	Street Side	Rear
Standard Setback	LO, LC, GC, HC, HI	Type 3-4	***	5'****	***	0'
		Type 5	25'	0'****	25'	0'
Special Setback Where Adjacent to SF or TF**	LO, LC, GC, HC, HI	Type 3-5	(N/A)	25'	(N/A)	25'

* In no case shall the garage be closer to the ROW than 18'

** Unless such district is utilized for a non-residential use

*** No closer than the street facing wall of the primary structure that utilizes such storage.

**** Setback does not apply for parking, drive aisles, storage etc. that are intended to cross lot line.

***** Setbacks are for the perimeter of the project, not the individual units.

Setback Incentives: If the exterior surface area of buildings/structures are comprised of at least 85% masonry and 50% masonry for each additional story, then the following setbacks apply.

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	20'	10'	20'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	25'	(NA)	25'

If the exterior surface area of buildings/structures are comprised of at least 100% masonry, then the following setbacks apply:

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	15'	10'	15'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	20'	(NA)	20'

___ 28. Check the applicable site component of the composite zoning district for the subject property and complete the checklist under that component:

___ **Type 1**

- Accessory structures, if proposed, do not exceed 5% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Outdoor animal boarding is not proposed.
- Major outdoor entertainment venues as a primary use are not proposed.
- A minimum of 150% of the standard landscape requirements are provided.
- Detention and water quality ponds are designed with earthen berms and a curvi-linear contoured shape. Structural stabilization is limited to native stone (except for outlet structures) and is limited to not more than 30% of the perimeter of the pond. Ponds are integrated with landscaping.
- No drive-through service lanes, drive-in service, outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- No light standards exceed 16' in height.
- No ground mounted signage exceeds six feet in height.
- No first floor gross building area exceeds 10,000 square feet and no building contains more than 20,000 gross square feet of floor area.

- No building is proposed with a height of greater than 35 feet.
- Parking areas are no wider than two modules in width (one module is an aisle with adjacent parking stalls).
- No more than one parking module is proposed between the building(s) closest to the street and the street frontage.
- If a restaurant is proposed, outdoor seating is provided. Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use. If multi-family is proposed:
 - No parking modules, drive aisles, driveways, garages or similar facilities are proposed between the building(s) closest to the street frontage.
 - At least 85% of the units have at least one enclosed garage parking space and such garages are to be leased, rented or sold with the applicable units.
 - No first floor building area exceeds 7,000 gross square feet and no building contains more than 14,000 gross square feet of floor area.
 - The fronts of all buildings face either a public street or an exclusive front yard area not less than twenty feet in depth and garage doors do not face the front.
 - A maximum of two front doors are provided with each building.
 - Each structure is designed to appear to be one single-family home (mansion).
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 2**

- Accessory structures, if proposed, do not exceed 10% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- No outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- Individual users are not proposed to exceed 40,000 square feet in gross floor area in any one building. Individual buildings are not proposed to exceed 60,000 sq. ft. in floor area.
- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.
- If multi-family is proposed:
 - At least seventy-five percent (75%) of the units are required to have at least one enclosed garage parking space and such garages are required to be leased, rented or sold with the applicable units.
 - Parking areas shall be no wider than two parking modules wide
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 3**

- Accessory structures, if proposed, do not exceed 30% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- The area of any outdoor display of merchandise does not exceed 30% of the gross floor area of the building.
- The area of any outdoor storage or container storage does not exceed 20% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- The combination of outdoor display, outdoor storage and accessory buildings does not exceed 40% of the gross floor area of the primary building.
- Vehicle wash facilities are located no closer than 150 feet, and vehicle fueling is located no closer than 200 feet from a residential district unless such district is utilized for non-residential purposes.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.

Type 4

- The area of any outdoor storage or container storage does not exceed 60% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- Accessory structures, if proposed, do not exceed 60% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- The combination of outdoor storage and accessory buildings does not exceed 80% of the gross floor area of the building.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

Type 5

- Outdoor storage and container storage is screened from view in accordance with landscape screening provisions.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- ___ 29. If the project is proposed to be developed in phases, a clear delineation of the phase lines is shown on the site plan. Provide the timing of the phases. The phasing plan may not exceed four years.
- ___ 30. If any of the following uses are proposed, a Special Use Permit has been applied for:
Airport, landing field, landing strip, amusement park, circus, carnival, temporary or seasonal development, private community building or recreation field, radio or TV tower or station, drive-in theater on less than ten acres, cemeteries, kiosks or other temporary or seasonal open air vending, accessory buildings that exceed permitted sizes, residential uses on the first floor of non-residential districts (unless permitted by the use component), tents or other temporary structures not permitted by the zoning ordinance, temporary residential use of a travel trailer or recreational vehicle.
- ___ 31. Enclosed accessory buildings are not shown in front of or to the side of the main building and do not exceed fifteen feet in height.
- ___ 32. Show the location and description of any proposed fencing and provide a detail. If chain link fencing is proposed, it is not located around a detention or WQ pond and all parts of the fence are vinyl coated.
- ___ 33. No fencing is proposed within the front or side street setback.
- ___ 34. Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck. For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 35. Air conditioning units are not shown forward of the front wall of the building.
- ___ 36. For projects that are within 400 feet of US 183, US 183A, Lakeline Blvd., RM 2243, Old 2243 West, Bagdad Rd., Crystal Falls or San Gabriel Parkway, the following uses are not proposed or permitted: mini-warehouse or self-storage facilities, boat and RV storage, material salvage unless enclosed within a building, sexually-oriented businesses, motor vehicle salvage.
- ___ 37. Warehouse, mini-warehouse and overhead (commercial service) doors are not oriented to face a street(s) or residential property or shall be screened from view from the street(s) or residential property.

ADDRESS PLAN:

- ___ 1. Provide an address plan that demonstrates the building and unit numbers. Coordinate the addressing with the GIS Division (GIS@leandertx.gov).

UTILITY PLAN:

- ___ 1. Provider or method of proposed water and wastewater service is identified.
- ___ 2. The layout, size and specific location of proposed water mains, wastewater lines, lift stations and other related structures are shown.
- ___ 3. The location of existing and proposed fire hydrants, valves, meters and other appurtenances is shown.
- ___ 4. Location of Double Check Valve Backflow Prevention Assembly in accordance with AWWA Standard C510-92 (if applicable) is shown.

- ___ 5. Design details showing the connection with the existing City water system are provided.
- ___ 6. Plan and profile drawings for each utility in public ROW or public utility easements showing existing ground level elevation at centerline of pipe, pipe size and flow line elevation at all bends, drops, turns and at 50 foot intervals are provided.
- ___ 7. Detailed designs for lift stations, or other special wastewater appurtenances if applicable, are provided.
- ___ 8. Utility demand data, calculations supporting water meter size and other attendant documents, to evaluate the adequacy of proposed utility improvements and the demand on existing City utilities are provided.

ROAD & SIDEWALK CLOSURE PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 3. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 4. If the project impacts existing school zones, they include any necessary signage and/or striping.

STANDARD DETAILS:

- ___ 1. Insert the applicable City of Leander Standard Details. These details may be found online at <http://www.leandertx.gov/engineering/page/standard-details>.

LANDSCAPE PLAN:

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
 - Landscaped area is provided equal to or exceeding the following percentages of total developed lot area (Note: If only a portion of the lot is developed and the remainder is reserved for future development of an additional phase, show the developed lot area as just the phase currently proposed for development and show a clear phase boundary line):
 - Multifamily – 20%
 - Office and Professional – 15%
 - Commercial – 15%
 - Industrial or manufacturing – 10%
 - Schools, churches, community centers and private parks – 15%
 - The following have not been counted toward landscape requirements:
 - Detention and water quality unless meeting the standards of the landscape ordinance.
 - Utility, mechanical and electrical facilities.
 - Sidewalks or paved areas except decorative pavers not exceeding 10% of required landscape area.
 - Landscaped areas less than four feet in width.
 - For every 600 square feet of landscaped area required by the ordinance (including required setbacks of the zoning ordinance even if such setbacks exceed the minimum required landscape area), 2 shade trees (two inch caliper minimum) and 4 shrubs (five gallon size) are installed (school facilities install 50% of that standard).
 - At least 75% of the required trees are required to be significant trees large trees/shade trees (as defined by the Grow Green Guide), the remaining trees may be small trees or ornamental trees all of which shall be selected from the preferred plant list or Grow Green Guide. Two ten gallon ornamental trees are permitted to be substituted for each shade tree as long as at least half of the required number of shade trees are installed. Retained trees and shrubs may be counted toward landscape requirements.
 - Street trees shall be planted between the sidewalk and back of curb (or edge of pavement) in accordance with the City's street tree detail. Street tree species shall be consistent on both sides of the street within a block, shall be a street tree species listed in the preferred plant list, and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall not exceed thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area.
 - A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.

- A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. Additional trees are shown as necessary so that the centerpoint of every parking space is within 50' of a tree.
- ___ 7. No landscaping over 3 feet high is located within 40 feet of the intersection of any street. (Measured from the edge of pavement as if the curbs or pavement edges are not rounded off and intersect at a right angle).
- ___ 8. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 9. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 10. Show the screening of off-street parking areas, loading spaces and docks, refuse containers, outside storage areas and storage containers, antennas, mechanical equipment, metal siding and the rear of structures on reverse frontage lots from view from adjacent streets or residential areas is provided through the use of fences, evergreen plantings, landscape berms and/or existing vegetation. If a fence is utilized, the finished side of the fence faces away from the screened object. If the outdoor storage is adjacent to an arterial or collector roadway, then the wall is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco (limited to 35% of the exterior surface area of walls), factory tinted (not painted) split face concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete is also permitted when the wall is adjacent to collectors. A five foot wide landscape buffer is located outside the fence so that it is visible from the designated roadway and consists of the landscape materials required by the Landscape Ordinance (a landscaped buffer is not required if the fence is on a rear lot line).
- ___ 11. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at twelve (12") inches above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

- ___ 12. Invasive Species: Multi-Family and non-residential projects are required to remove all invasive species for the portion of the project identified within the limits of construction.
- ___ 13. Tree Diversification: No more than fifty (50%) percent of the same species may be planted to meet the tree planting requirements.
- ___ 14. If a non-residential use is proposed adjacent to property utilized for a single-family or two-family residence on land zoned for such, or land planned or platted for such, a six-foot privacy wall is shown along the common property line unless an existing structure is proposed to be expanded by less than 50%, or 1,000 sq. ft., whichever is less. Such wall is required to be constructed of one or more of the following materials: textured pre-cast concrete (e.g. WoodCrete), brick, stone, cast stone, stucco, factory tinted or painted split-faced concrete masonry unit, granite, tile or other similar material approved by the Director of Planning.

PARK PLAN:

- ___ 1. If park improvements are proposed, the improvements meet the following criteria:
- ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
 - ___ A note is shown on the final plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
 - ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.
- ___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:
- ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
 - ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
 - ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.
- ___ 3. If an alternative park plan is proposed, it meets the following criteria:
- ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
 - ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
 - ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.
- ___ 4. Provide a phasing table demonstrating compliance with the Ordinance

MASTER ARCHITECTURAL PLAN:

- ___ 1. Master Architectural Plan:
- ☐ The intent of the Master Architectural Plan is to provide for a cohesive development on all four corners at the intersections of arterials and collectors. This plan should incorporate common elements that evoke a sense of place and have elements that contribute to cohesive identity.
 - ☐ Development on all four corners of intersections of arterials and collectors shall provide and comply with a Master Architectural Plan that incorporates the following:
 - Exterior building materials used on the exterior of each structure
 - Exterior building color palettes
 - Exterior elements of building facades such as wall accents, covered entries, columns, or other features
 - Other elements as approved by the Director of Planning.
 - ☐ Development at these intersections shall comply with the plan after the date of the initial submittal of a Master Architectural Plan.
 - ☐ This plan shall be submitted with the site development permit for the project. The plan may be amended as the intersection develops to incorporate additional standards.

MAJOR CORRIDOR STREETScape PLAN:

- ___ 1. Major Corridor Streetscape Standards:
- ☐ Major corridors include all arterials identified on the City's Transportation Plan.
 - ☐ All development adjacent to a corridor shall install street trees between the back of curb or edge of pavement and the required sidewalk in accordance with the City's street tree detail. The trunk of the street tree shall be no closer than 3 feet from the back of curb or edge of pavement and no further than eight (8) feet; the Director of Planning may approve alternative locations if specific conditions warrant. Street tree species shall be consistent on both sides of the corridor, species may change at a street intersection, however major intersection shall comply with the major intersection standards in this section. Street trees shall be spaced no more than thirty (30) feet on center and shall be in a straight line along the corridor.

- ☐ If a parking lot is located between the right-of-way and a building along a corridor, the parking lot must be fully screened from view of the corridor to a height of four (4) feet with one or more of the following elements:
 - a four (4) foot tall masonry screening wall located at or behind the required parking setback
 - a berm with landscaping that measures at least four (4) feet tall at the top of the landscaping located within the required front setback area
- ☐ In addition to other restrictions in this ordinance, the following items shall not be located between a primary building and the right-of-way along a major corridor:
 - mechanical equipment other than that of a public utility
 - drive-through service lanes or queuing spaces
 - accessory structures
- ☐ The following standards apply to the screening of the rear or service side of buildings along a Major Corridor:
 - the rear or service side of a building may not face a Major Corridor within four hundred (400) feet of the corridor's right-of-way.
 - loading areas and service drives must be screened from view of the Major Corridor with landscaping that is six (6) feet tall at installation or a wing wall that extends from the building that is a minimum of six (6) feet tall and constructed of the same or significantly similar materials as the primary building.
- ☐ The following standards shall apply to all major intersections along the corridor:
 - major intersections are those intersections with other major corridors or collector roads
 - all four corners of a major intersection shall have a coordinated landscape design
 - all four corners of a major intersection shall include identity monument signs which shall be coordinated and consistent in design and materials
 - identity monument signs may include the name and/or logo of the adjacent development and shall include the City of Leander logo
- ☐ Major Corridors shall comply with the following landscape and hardscape materials requirements
 - each major corridor shall have a primary landscape and hardscape materials palette
 - landscaping and hardscaping (including walls and planters) within the right-of-way and front setback of all properties along a major corridor shall comply with the corridor materials palette the corridor materials palette shall be maintained by the Planning Department
- ☐ Walls constructed along Major Corridors shall meet the following requirements in addition to any other requirements of this ordinance.
 - all walls constructed parallel to a major corridor shall comply with the corridor materials palette
 - walls that continue from one development or property to another within the same block shall continue the same material and design
 - wall material or design may change in a new block as long as the materials are consistent with the materials palette for the corridor

PUBLIC ART (OPTIONAL):

- ___ 1. Consider contributing one (1%) percent of the construction/reconstruction costs of the commercial structure, up to, but not limited to, two hundred thousand dollars (\$200,000).
- ___ 2. Consider contributing one (1%) percent of the phased project construction cost construction/reconstruction costs up to but not limited to two hundred thousand dollars (\$200,000.00) for the Phase.
- ___ 3. Consider donating to the Public Art Fund an amount equal to the percentage of the construction cost of the commercial structure as a charitable donation, if they do not wish to have fine art located on their property.

INFORMATION ABOUT THE PUBLIC ART COMMITTEE (LPAC)

The Leander Public Art Committee (LPAC):

- Encourages public & private programs that develop visual & performing arts;
- Recommends cultural & artistic endeavors to City Manager and Council;
- Advocates and advises on cultural and artistic endeavors;
- Encourages donations, grants and other art support; and
- Monitors the Public Art Initiative.

The intent of LPAC is to enhance the aesthetic environment and encourage private developers/owners to provide/promote works of art and donate to the City's Public Art Fund. LPAC encourages the Private Sector to

- Encourage investment of time, effort and money into the art displayed on their sites;
- Recognize that art is intrinsically valuable to the Cityscape;
- Incorporate visual art in the design & construction of facilities; and
- Expand the public's experience & exposure to culture through various art forms.

The Public Art Fund shall be used solely for the selection, commission, acquisition, installation, maintenance, administration and insurance of the works of art or in relation thereto. Contact Mark Tummons, Parks & Recreation Director for more information (512-528-9909 or mtummons@leandertx.gov).

FINAL SUBMITTAL MEETING:

To expedite the review process, staff has implemented a Final Submittal Approval Process. This process replaces the regular review cycle and submittal cycle. Instead of providing a formal submittal, a meeting with the applicant and staff will be held. Projects are eligible for final submittal meetings when there are only a few minor comments remaining. Staff will notify the applicant in the comment letter when they are eligible.

Items to submit:

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

REQUIREMENTS FOR ISSUANCE OF SITE DEVELOPMENT PERMIT:

- Submittal of one (1) final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 1. Three (3) copies of the approved and signed plans.
 2. Scanned set of plans on a CD of the final approved site development plan as a TIF and AutoCAD formats. Plans must be scanned at 300 dpi, uncompressed TIF to the original approved scale.
 3. Submittal of any outstanding fees including roadway improvement fees and review fees.
 4. Approved SWPPP. Prior to the City's approval of the site development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Site Development Permit shall be issued during the pre-construction meeting.
- Permits cannot be issued in subdivisions that are not accepted for maintenance by the City, for improvements on illegal tracts (not legally subdivided) or for improvements on land that does not have the proper zoning classification.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- If the project is eligible for a conditional certificate of completion, there is a fee of 30% of the review fee. The Composite Zoning Ordinance requirements also apply.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

CAPITAL IMPROVEMENTS PROGRAM (CIP) PROJECT SITE DEVELOPMENT PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule an appointment. All fees are required to be verified prior to scheduling the submittal meeting.

GENERAL INFORMATION

- A CIP is a long range plan for all individual capital improvement projects that include a timeline and funding sources. A CIP Project is any major improvement to City facilities and infrastructure that is part of the CIP. These projects may include utilities, roads, parks, city buildings, etc.
- Site development permits are required for non-residential and multi-family developments. This plans include flat work, building footprints, landscaping, grading and drainage, erosion control, utilities, and any required park improvements.
- Lots are required to be platted prior to the issuance of the site development permit. The final plat may be reviewed concurrently with the site development permit.
- If a TIA is proposed, the review and approval of the TIA shall be completed concurrently with the submittal of the Site Development Plan application. Include the TIA application and fees with this submittal. A scoping meeting with the City Engineer is required prior to submittal.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- This application only applies to site development projects. CIPs that follow the construction plans process shall submit the CIP Construction Plans application. Examples include Fire Stations, Public Parks, Community Facilities, etc.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

PROVIDED		Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
REQUIRED ITEMS	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Seven sets of construction plans (24" X 36") or (22" X 34") including the items listed in the checklist. Include the title of each sheet (i.e. site plan, landscape plan, grading plan, etc.) along the right edge, visible when rolled.
	☐	3. Deed showing current ownership. Proof of signatory for corporations is required.
	☐	4. Certified tax certificate or other evidence that taxes have been paid.
	☐	5. Support documents such as TIA, Drainage Reports, Lift Station Reports, HEC Models, etc.
	☐	6. Specifications Manual.
	☐	7. Is development proposed within the floodplain? ☐ Yes ☐ No If yes, the floodplain development application is required to be submitted concurrently with the Site Plans.
	☐	8. Is this plan subject to a PUD? ☐ Yes ☐ No - Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
	☐	9. Are any offsite or separate instrument easements required? ☐ Yes ☐ No If use, either provide the recordation number on the plans or provide the application for review.
		10. Planned Unit Development (PUD) information (if applicable) - Is this plan subject to a PUD? ☐ Yes ☐ No If yes, provide the name: _____ - Is this application proposed for concurrent review with a PUD? ☐ Yes ☐ No If yes, this application is required to be submitted concurrently with the PUD application. PUD name: _____
	☐	11. Traffic Impact Analysis (TIA) information. Provide one of the following: ☐ TIA Letter (fee in lieu only) – This letter shall confirm the trip generation based on the current ITE Manual and the proposed fee in lieu of TIA request or that TIA fees are not required. The letter shall be signed and sealed by an engineer. TIA Submittal (TIA review only) – Provide the TIA Submittal Form and associated documents for review. This form is available online. A scoping meeting with the City Engineer is required prior to submittal.
	☐	12. Recent Title Commitment (dated within on year; if the title commitment is older than one year, submit a property report of nothing further certificate)
	☐	13. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
	☐	14. Disk/USB with all submittal documents
	☐	15. Filing Fees (calculation listed below).

COMPLETENESS REVIEW REQUIREMENTS

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

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

1. All items listed above in the "Required Items for Submittal Package" list shall be included.
2. All plan sheets shall meet the format listed in the "General Section" below on page 7
3. All documents shall be legible.
4. Blank or pending sheets will not be accepted.

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

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

PROJECT INFORMATION

Street Address/Location Description: _____

Subdivision Name: _____ Section, Lot, Block: _____

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

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

Total Gross Sq. Ft. of Building(s): _____ Total Impervious Cover Sq. Ft: _____

(pavement and building)

Proposed Number of Multi-Family / Condo Units: _____

Brief Summary of Work: _____

APPLICANT INFORMATION:

OWNER INFORMATION:

Staff Representative: _____ Department: _____

Email: _____ Phone: _____

AGENT INFORMATION:

Project Agent: _____ Company: _____

Phone: _____ Fax: _____

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

Email: _____ Mobile: _____

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

Signature

Name (printed)

Date

CIP – SITE DEVELOPMENT REVIEW PROCEDURE

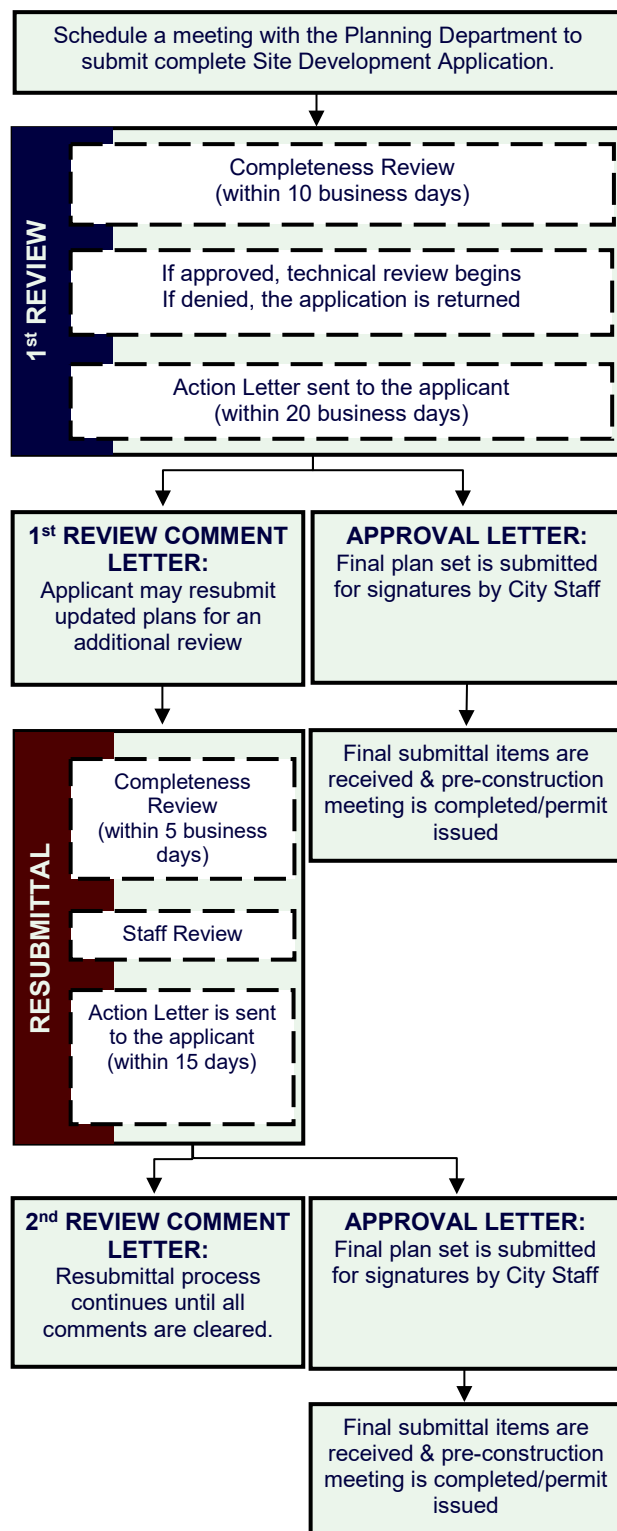
1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov. The application will be reviewed for completeness within 10 business days of the submittal date. If the application substantially fails to meet the minimal informational requirements, then it will not be accepted for review.

If the application is determined to be complete, then it will be distributed for technical and content review (see checklist on page 2).

2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved, then the letter will list the deficiencies with Code references.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule. The resubmittal will be reviewed for completeness within five business days. A complete submittal shall include the following:
 - a. Updated Plans – the number of copies will be included in the comment letter
 - b. Supporting materials
 - c. Written response letter identifying how the comments were addressed
 - d. Submittal Fees (after the 3rd review)
 - e. Disk/USB with the submittal package

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

4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared. A resubmittal fee in the amount of \$500 is due for each review after the 3rd review.
6. If the comment letter indicates that the applicant is eligible for a final submittal meeting, please coordinate a meeting with the Planning Department and bring the following items:
 - a. Updated Plat
 - b. Supporting materials
 - c. Comment response letter identifying how the comments were addressed
 - d. Disk/USB with the submittal package
7. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
8. The City will sign the plans and return them to the applicant. The following items will need to be submitted to schedule a pre-construction meeting:
 - a. 2 collated and stapled final copies of the signed plans.
 - b. Scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. A digital version final copies of all support documents (TIA, Drainage Studies, Lift Station Reports, etc)
 - e. Outstanding Fees
 - f. Pre-construction meeting request form
9. A permit will be issued during the pre-construction meeting and construction may start after the issuance of the permit and inspection of erosion controls.



CIP PROJECT SITE DEVELOPMENT CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ General Notes
 - ☐ Final Plat
 - ☐ Existing Conditions & Demolition Plan
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Grading & Drainage Plan
 - ☐ Site Plan
 - ☐ Address Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
 - ☐ Park Land Plan
 - ☐ Master Architectural Plan
 - ☐ Major Corridor Streetscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).
- ___ 4. All property lines shall be identified with a solid, heavy, and black line.
- ___ 5. All offsite easements are required to be recorded prior to the approval of the final plat. Examples of offsite easements may include reciprocal access easement, public utility, landscape, and public access easement; access easement for water quality or detention pond. If these easements are not provided by the final plat, a separate instrument easement shall be required. The application is available online at: <https://www.leandertx.gov/planning/page/subdivisions-applications-and-checklists>.
- ___ 6. If permit application is for a public park required with a subdivision, a deed is provided deeding land to the City. (Deed will be executed and recorded after final acceptance of improvements.)
- ___ 7. If an adjacent street is sub-standard or needs widening in accordance with Transportation Plan, right-of-way and pro-rata cost participation is provided. This is typically a payment for half the cost of the full cross-section for the street over the length of the property along the street.
- ___ 8. If a TIA is proposed, the TIA is required to be approved prior to the approval of the site development permit. If the TIA recommends improvements, provide the improvements as part of a construction plan application.

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name*
 - Site Development Plans
 - Project Number (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block. This sketch shall show relation of the subdivision to streets and other prominent features in all directions for a radius of at least one (1) mile using a scale of one inch equals two thousand feet (1"=2,000'). The latest edition of the USGS 7.5 minute quadrangle map is recommended.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Engineer name, address, and phone number
 - Surveyor name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
 - Land use summary including zoning, proposed use, acreage, total impervious cover, building impervious cover, and total number of multi-family or condo units.
 - Property information including legal description
 - Future Land Use Category as identified on the Future Land Use Map
 - Proposed Incentives that are determined by Masonry percentages
 - Any other associated project numbers such as Development Agreement, Floodplain Development, Site Development, or Final Plat.
 - List of required offsite easements and recordation numbers

___ 4. Index on the right side of the sheet name and number.

___ 5. Example cover sheet:

Project Name Site Development Plans <i>Project Number</i>		
Project Information	Location Sketch	Index
Revision Block	Signature Block	
		Approval 1 of 1

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

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Mark Tummons, CPRP, Director of Parks and Recreation

Date

Chief Joshua Davis, Fire Marshal

Date

___ 7. Revision block below the below including the following.

Revision #	Description	Approval

GENERAL NOTES:

- ___ 1. Insert the City of Leander General Notes. These notes may be found online at <https://www.leandertx.gov/engineering/page/general-notes>. Ensure that the date of the most recent notes is included within the general notes sheet. Of note that if any changes are to be made to the general notes, these must be highlighted within a cloud and explained within an attached memo.

FINAL PLAT:

- ___ 1. Insert draft of the final plat. The final copy needs to be provided prior to the issuance of the site development permit.

EXISTING CONDITIONS & DEMOLITION PLAN

- ___ 1. Survey including the existing conditions such as easements, improvements such as buildings and pavement.
___ 2. Identify proposed improvements for demolition.

EROSION & SEDIMENTATION CONTROLS:

- ___ 1. These sheet shall be a stand along sheet that only includes Erosion and Sedimentation Control information.
___ 2. Proposed fill or other structure elevating techniques, levees, channel modifications and detention facilities is shown.
___ 3. Existing and proposed topographic conditions with vertical intervals not greater than one (1) foot referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.

- ___ 4. The location, size, and character of all temporary and permanent erosion and sediment control facilities with specifications detailing all on-site erosion control measures which will be established and maintained during all periods of development and construction are shown.
- ___ 5. Contractor staging areas, vehicle access areas, temporary and permanent spoils storage areas are identified.
- ___ 6. A plan for restoration for the mitigation of erosion in all areas disturbed during construction is provided.
- ___ 7. Identify at least one construction entrance on the erosion and sediment control site plan.
- ___ 8. Identify the locations of the erosion and sediment controls used on the site. Use standard symbols, specification numbers, and abbreviations as applicable. All items not related to the erosion/sediment control plan must be omitted from the legend and drawing.
- ___ 9. Identify each phase of the erosion and sediment control plan implementation. Phase I should show the existing conditions with the initial controls. The subsequent phases should be shown in a manner that take into account a logical progression of work while controls are maintained to protect from offsite damage. The final phase should show all temporary controls removed and all permanent controls in place.
- ___ 10. Provide the following note:
The City of Leander environmental inspector has the authority to add or modify erosion/sediment controls on site throughout the duration of the project.
- ___ 11. Any permanent stormwater control facility such as a water quality or detention pond, must be located in an Access Easement dedicated to the City to allow the City or its contractors access to the facility for periodic inspection. A Maintenance agreement and plan shall be filed in the real property records of the county in which the property is located. Documentation of the submittal to the County shall be provided to the City.

GRADING & DRAINAGE IMPROVEMENTS:

- ___ 1. Detailed design of all drainage facilities as indicated in the Preliminary Plat phase, including typical channel or paving section, storm sewers and other storm water control facilities. This shall include all relevant models, spreadsheets, and other aids utilized in this design.
- ___ 2. Adequate access is provided for maintenance of and repair to drainage facilities.
- ___ 3. Typical channel cross-sections, plan and profile drawings of every conduit/channel shall be shown.
- ___ 4. Existing and proposed topographic conditions indicating one (1) foot contour intervals for slopes less than 5%, two (2) foot contour intervals for slopes between 5% and 10%, and five (5) foot contour intervals for slopes exceeding 10%, and referenced to a United States Geological Survey or Coastal and Geodetic Survey bench mark or monument.
- ___ 5. Attendant documents containing design computations in accordance with the Subdivision Ordinance for the City of Leander, and any additional information required to evaluate the proposed drainage improvements. This shall be formatted into a drainage report that organizes and presents explanation as needed to properly communicate this process to the City for review. This report will contain all constants, assumptions, and calculations required in the design process.
- ___ 6. Location of the regulatory 100-year floodplain (if any) is provided.
- ___ 7. A copy of the complete application for flood plain map amendment or revision, as required by the Federal Emergency Management Agency (FEMA), if applicable. If there are any changes to a creek, or within a buffer zone, in addition to any changes to anything within the 100 year floodplain, Floodplain Development Permit shall be submitted for concurrent review.
- ___ 8. Non-Residential and Multi-Family Drainage and Detention Facilities:
 - ☐ Non-residential and multi-family drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Non-residential and multi-family drainage facilities are not allowed within ten feet (10') of street ROW except those which are necessary to convey drainage in the shortest possible route to or from street ROW.
 - ☐ Non-residential and multi-family drainage facilities located within the front setback shall not exceed 25% of the area of the front setback.
 - ☐ Any fencing around non-residential and multi-family detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.
 - ☐ Structural stabilization including vertical walls and riprap for non-residential and multi-family drainage facilities shall be limited to not more than thirty (30%) percent of the perimeter of the pond excluding outlet structures. The remainder of the perimeter shall be earthen embankment no steeper than 3:1 slope. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, structural stabilization is permitted for the full perimeter and screening requirements listed in Article VI, Section 1 (d) of this Ordinance shall apply.

- ___ 9. Residential Drainage and Detention Facilities:
- ☐ Residential drainage facilities include all detention ponds, water quality ponds, pond outlet structures, berms, improved channels or other improvements associated with the drainage improvements. Roadside swales, storm sewer outfalls unless visible from a ROW, inlets, and areas of concrete that are no more than one hundred (100) square feet in size are not included.
 - ☐ Residential drainage facilities shall utilize earthen berms and be designed with a curvi-linear shape. Any structural stabilization with slopes steeper than 3:1 shall be limited to the use of native stone (except for outlet structures which can be concrete) and shall be limited to not more than thirty (30%) percent of the perimeter of the pond. Such ponds shall be seamlessly integrated with the landscaping. All exposed concrete that is visible is required to be made of stone or clad in stone including but not limited to ledgerstone, fieldstone, cast stone, or other decorative materials such as stamped and tinted concrete that resembles stone or brick as approved by the Director of Planning. All other exposed concrete is required to be made of stone or clad in stone as listed above or textured and tinted in earthen colors. In the event that the drainage facility is below grade, concrete is permitted instead of native stone and screening requirements Article VI, Sec. 1 (d) of this Ordinance shall apply.
 - ☐ Any fencing around residential detention ponds shall be constructed of wrought iron or decorative tubular metal or other similar product.

SITE PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Location and sizes of existing easements with record references are shown. A statement is provided indicating that all existing easements are shown on the site plan as follows with the blanks complete. If the title commitment is more than one year old, provide a property report or nothing further certificate indicating any additional easements.
All easements of record as indicated on the most recent title run (dated: _____, conducted by _____) for this property are shown on this site plan.
- ___ 6. Location, dimensions, square footage and intended uses of the site. If uses are not known at this time, a note is provided on the site plan as follows:
Uses for this site are currently unknown. This permit therefore proposes no uses at this time. Uses will be proposed at a later date in conjunction with future permits and in compliance with the zoning ordinance of the City of Leander.
- ___ 7. Provide the following notes:
All site utility lines are proposed to be located underground.
Exterior lighting shall be shielded such that the light source is not directly visible from the public ROW or adjacent residential districts or uses at the property line. Unshielded "wall pack" lighting is not proposed.
Al Clawson Disposal, Inc. shall be the sole provider of waste hauling for this site after construction.
Air conditioning units are not proposed forward the front wall of the building.
Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck.
For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 8. For multi-family, a table showing the number of living units, the acreage and the units per acre is provided. Density is determined by the amount of proposed masonry.
- ___ 9. For multi-family, the total number of units per acre is limited to 8 units unless the applicant is proposing a higher masonry standard. If 100% masonry is proposed, then the density may be 25 units per acre. If 85% masonry on the first story and 50% on the second story is proposed, then the density may be 18 units per acre. If increased masonry is proposed, provide a note on the plans.
- ___ 10. Multi-family units are at least 500 sq. ft. for efficiency units, 650 sq. ft. for one bedroom units, 850 sq. ft. for two bedroom units, and an additional 150 sq. ft. for each bedroom thereafter.
- ___ 11. For multi-family, a proposal in compliance with the park dedication requirements of the subdivision ordinance.

- ___ 12. Parking lot layout is provided in conformance with the Transportation Criteria Manual (including the following criteria):
- Dimensions of parking spaces, aisle widths
 - Driveway intersection sight distance
 - Driveway and aisle curb return radii
 - Dead-end parking bays greater than 150' in length have a fire department turn-around
 - One-way aisles have angled parking
- ___ 13. Fire Lane Striping: Fire apparatus access roads shall be continuously marked by painted lines of red traffic paint six inches (6") in width to show the boundaries of the lane. The words "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" shall appear in four inch (4") white letters at 25 feet intervals or less, on the red border markings along both sides of the fire lanes. Where a curb is available, the striping shall be on the vertical face of the curb.
- ___ 14. Fire Lane Signs: Signs shall read "FIRE LANE TOW AWAY ZONE" or "FIRE ZONE TOW AWAY ZONE" and shall be 12" wide and 18" high. Signs shall be painted on a white background with letters and borders in red, using not less than 2" lettering. Signs shall be permanently affixed to a stationary post and the bottom of the sign shall be six feet, six inches (6'6") above finished grade. Signs shall be spaced not more than thirty-five feet (35') apart. Signs may be installed on permanent buildings or walls or as *approved by the Fire Code Official*.
- ___ 15. Access Management – All properties that have frontage onto an arterial street are required to comply with the TxDOT access point spacing standards.
- ___ 16. Driveways are labeled as Type II commercial driveways.
- ___ 17. Any proposed driveway onto a state maintained roadway (US 183, US 183A, FM 2243) has a TXDOT driveway permit and a copy is enclosed.
- ___ 18. Driveways on arterial roadways are at least thirty (30) feet wide at the property line (and not more than 45') and are at least 200' from the edge of another commercial driveway from the edge of a public street or as otherwise defined in the Transportation Criteria Manual. Driveways on lesser streets are at least twenty five (25) feet wide at the property line.
- ___ 19. A parking summary table is provided on the site plan showing that off-street parking is provided in compliance with the Composite Zoning Ordinance (Art.VI, Site Standards; Sec. 3). Compact parking spaces do not exceed 10% of total. This table demonstrates compliance with parking garage requirements associated with multi-family development.
- ___ 20. Handicap parking is provided as follows:
- For commercial projects, handicap parking spaces are provided at a ratio of not less than one handicap space for every 25 parking spaces for the first 100 parking spaces plus one handicap parking space for every 50 parking spaces for the second 100 parking spaces plus one handicap space for every 100 parking spaces for the next 300 parking spaces; or 2% of the total for 501 to 1,000 parking spaces; or 20 handicap parking spaces plus one for each 100 over 1,000 for parking areas having more than 1,000 parking spaces. One out of every 8 handicap parking spaces is required to be van accessible and at least one van accessible handicap space is required [a van accessible space has an 8-foot wide aisle instead of a 5-foot wide aisle]. Handicap parking spaces are identified by a sign with the international symbol of accessibility.
 - At least one route is provided within the boundary of the site to accessible parking, public sidewalks or streets, passenger loading zones (if provided) and public transportation stops (if any), and other accessible facilities (if any) to an accessible building entrance.
- ___ 21. A six foot minimum concrete sidewalk is shown to be installed parallel to all roadways (unless a sidewalk already exists) and is set back at least five feet from the edge of pavement and from parking areas (flexibility to this requirement can be employed if necessary to save existing trees). A ten foot concrete hike and bike trail is provided in-lieu of the six foot sidewalk if required by the Transportation Master Plan. Sidewalks have been coordinated with landscape design to provide substantial landscaping on both sides of the sidewalk. The sidewalk may meander (with small irregular deflections). Pedestrian connections are provided at street crossings as well as to businesses within the development. If a pedestrian access easement nine feet in width is not dedicated with the plat, a separate instrument dedicating such easement is provided herein.
- ___ 22. If the property is zoned with an LO use component, a note is provided on the site plan limiting hours of operation to the general public to between 7:00 a.m. and 10:00 p.m. Sunday through Thursday, and 7:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 23. If the property is zoned with an LC use component, a note is provided on the site plan limiting hours of operation to the general public to between 5:00 a.m. and 10:00 p.m. Sunday through Thursday, and 5:00 a.m. to 11:00 p.m. Fri. and Sat.
- ___ 24. If this is a non-residential or multi-family site contiguous with another non-residential or multi-family site, a parking aisle connection to the boundary of the site is provided for connection to such contiguous non-residential site unless such connection is determined to be inappropriate by the Planning Department after considering relevant factors such as topographic constraints, environmental constraints and adjacent incompatible uses. If the reciprocal access easement is not provided on the plat, a separate instrument easement will be required.
- ___ 25. No drive-through service lane or outdoor service speaker is located within 75' of a residential district unless such district is utilized for a non-residential use. No drive through service lane is within 50' of a residential district unless a note is shown prohibiting operating during the hours of 10 p.m. to 6 a.m.
- ___ 26. If a business sells alcoholic beverages, it must be at least 300' from a church, public school, or public hospital (see V.T.C.A., Alcoholic Beverage Code 109.33). The measurement of the distance between the place of business where alcoholic

beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from front door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be in a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections.

___ 27. Building lines have been checked for compliance with the following tables.

BUILDING / STRUCTURE							
SINGLE-FAMILY RESIDENTIAL DISTRICTS							
	Use Component	Front	Side	Street Side		Rear	
Standard Setback	SFR	25'	7'	15'		15'	
	SFE, SFS, SFU, SFU/MH, TF	20'	5'	15'		15'	
	SFC, SFL	15' *	5' or 0' & 10'	15'		15'	
	CH*****	15'	5'	15'		15'	
	TH	10'*	5'	10'		10	
	SFT	10' *	0 or 10'	15'		15'	
Garage Setback	SFR, SFE, SFS, SFU, SFU/MH. SFC. SFL, CH, SFT, TF See Article VIII, Section 5 (i)						
NON-RESIDENTIAL & MULTI-FAMILY DISTRICTS							
	Use Component	Max Front	Min Front	Min Side	Min Street Side	Max Street Side	Min Rear
Standard Setback	NR	15' *	5'	15'		15'	
	MF	25'	10'	25'		20'	
	LO, LC	30'	10'	30'		10'	
	GC, HC, HI	35'	15'	35'		15'	
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	50'	(N/A)		50'	

PARKING, AISLE, LOADING, CANOPIES, OUTDOOR DISPLAY							
	Use Component	Site Component	Front	Side	Street Side		Rear
Standard Setback	MF	All	20'	5'****	20'		5'****
	LO, LC, GC, HC, HI	Type 1, 2	15'	5'****	15'		5'****
		Type 3	20'	5'****	20'		5'****
		Type 4, 5	25'	5'****	25'		5'****
		Special Setback Where Adjacent to SF or TF**	MF, LO, LC, GC, HC, HI	Type 1-3	(N/A)	15'	(N/A)
	Type 4, 5		(N/A)	20'	(N/A)		20'

OUTDOOR STORAGE						
	Use Component	Site Component	Front	Side	Street Side	Rear
Standard Setback	LO, LC, GC, HC, HI	Type 3-4	***	5'****	***	0'
		Type 5	25'	0'****	25'	0'
Special Setback Where Adjacent to SF or TF**	LO, LC, GC, HC, HI	Type 3-5	(N/A)	25'	(N/A)	25'

* In no case shall the garage be closer to the ROW than 18'

** Unless such district is utilized for a non-residential use

*** No closer than the street facing wall of the primary structure that utilizes such storage.

**** Setback does not apply for parking, drive aisles, storage etc. that are intended to cross lot line.

***** Setbacks are for the perimeter of the project, not the individual units.

Setback Incentives: If the exterior surface area of buildings/structures are comprised of at least 85% masonry and 50% masonry for each additional story, then the following setbacks apply.

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	20'	10'	20'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	25'	(NA)	25'

If the exterior surface area of buildings/structures are comprised of at least 100% masonry, then the following setbacks apply:

All Other Streets	NR	15' *	5'	15'	15'
	MF	20'	10'	20'	20'
	LO, LC, GC, HC, HI	15'	10'	15'	10'
Special Setback Where Adjacent to SFR, SFE, SFS, SFU, SFC, SFL, SFU/MH, CH, TH, TF**	MF, LO, LC, GC, HC, HI	(NA)	20'	(NA)	20'

___ 28. Check the applicable site component of the composite zoning district for the subject property and complete the checklist under that component:

___ **Type 1**

- Accessory structures, if proposed, do not exceed 5% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Outdoor animal boarding is not proposed.
- Major outdoor entertainment venues as a primary use are not proposed.
- A minimum of 150% of the standard landscape requirements are provided.
- Detention and water quality ponds are designed with earthen berms and a curvi-linear contoured shape. Structural stabilization is limited to native stone (except for outlet structures) and is limited to not more than 30% of the perimeter of the pond. Ponds are integrated with landscaping.
- No drive-through service lanes, drive-in service, outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- No light standards exceed 16' in height.
- No ground mounted signage exceeds six feet in height.
- No first floor gross building area exceeds 10,000 square feet and no building contains more than 20,000 gross square feet of floor area.

- No building is proposed with a height of greater than 35 feet.
- Parking areas are no wider than two modules in width (one module is an aisle with adjacent parking stalls).
- No more than one parking module is proposed between the building(s) closest to the street and the street frontage.
- If a restaurant is proposed, outdoor seating is provided. Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use. If multi-family is proposed:
 - No parking modules, drive aisles, driveways, garages or similar facilities are proposed between the building(s) closest to the street frontage.
 - At least 85% of the units have at least one enclosed garage parking space and such garages are to be leased, rented or sold with the applicable units.
 - No first floor building area exceeds 7,000 gross square feet and no building contains more than 14,000 gross square feet of floor area.
 - The fronts of all buildings face either a public street or an exclusive front yard area not less than twenty feet in depth and garage doors do not face the front.
 - A maximum of two front doors are provided with each building.
 - Each structure is designed to appear to be one single-family home (mansion).
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 2**

- Accessory structures, if proposed, do not exceed 10% of the gross floor area of the primary building, or 120 square feet, whichever is greater (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- No outdoor display, outdoor storage, container storage, overhead commercial service doors or outdoor fuel sales are proposed.
- Individual users are not proposed to exceed 40,000 square feet in gross floor area in any one building. Individual buildings are not proposed to exceed 60,000 sq. ft. in floor area.
- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.
- If multi-family is proposed:
 - At least seventy-five percent (75%) of the units are required to have at least one enclosed garage parking space and such garages are required to be leased, rented or sold with the applicable units.
 - Parking areas shall be no wider than two parking modules wide
- If Neighborhood Residential is proposed:
 - Buildings shall be constructed to a single-family residential scale. No first floor gross building area shall exceed 7,000 gross square feet. No building shall contain more than 14,000 gross square feet of floor area. No building shall be constructed to a height of greater than thirty-five (35) feet.
 - The front of all buildings shall face a public street or an exclusive front yard area for that building (not shared with another building) no less than twenty feet in depth and garage doors shall not be located on the front of the building.
 - Each residential structure is designed to appear to be one large single-family residence, but may be divided into multiple units, each with an individual entry.
 - Any additional parking facilities shall not be located between the building and the street.

_____ **Type 3**

- Accessory structures, if proposed, do not exceed 30% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- Major outdoor entertainment venues as a primary use are not proposed.
- The area of any outdoor display of merchandise does not exceed 30% of the gross floor area of the building.
- The area of any outdoor storage or container storage does not exceed 20% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- The combination of outdoor display, outdoor storage and accessory buildings does not exceed 40% of the gross floor area of the primary building.
- Vehicle wash facilities are located no closer than 150 feet, and vehicle fueling is located no closer than 200 feet from a residential district unless such district is utilized for non-residential purposes.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- Dumpster enclosures, food waste containers, grease traps, outdoor seating associated with restaurants, loading areas, or similar improvements are not permitted within twenty (20') feet of a single-family residential district unless such district is utilized for a non-residential use.

Type 4

- The area of any outdoor storage or container storage does not exceed 60% of the gross floor area of the building, is located no closer to a street frontage than the primary building, is screened from view from adjacent properties and street(s) in accordance with landscape screening provisions, and complies with required setbacks.
- Accessory structures, if proposed, do not exceed 60% of the gross floor area of the primary building (agricultural and recreational buildings are exempt).
- The combination of outdoor storage and accessory buildings does not exceed 80% of the gross floor area of the building.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

Type 5

- Outdoor storage and container storage is screened from view in accordance with landscape screening provisions.
- Outdoor commercial fueling and washing of vehicles is proposed in compliance with Type 3 conditions.
- Any proposed outdoor animal boarding is located at least 200 feet from any residential district unless such district is utilized for non-residential uses.

- ___ 29. If the project is proposed to be developed in phases, a clear delineation of the phase lines is shown on the site plan. Provide the timing of the phases. The phasing plan may not exceed four years.
- ___ 30. If any of the following uses are proposed, a Special Use Permit has been applied for:
Airport, landing field, landing strip, amusement park, circus, carnival, temporary or seasonal development, private community building or recreation field, radio or TV tower or station, drive-in theater on less than ten acres, cemeteries, kiosks or other temporary or seasonal open air vending, accessory buildings that exceed permitted sizes, residential uses on the first floor of non-residential districts (unless permitted by the use component), tents or other temporary structures not permitted by the zoning ordinance, temporary residential use of a travel trailer or recreational vehicle.
- ___ 31. Enclosed accessory buildings are not shown in front of or to the side of the main building and do not exceed fifteen feet in height.
- ___ 32. Show the location and description of any proposed fencing and provide a detail. If chain link fencing is proposed, it is not located around a detention or WQ pond and all parts of the fence are vinyl coated.
- ___ 33. No fencing is proposed within the front or side street setback.
- ___ 34. Garbage dumpsters are located no closer to a roadway than the front wall of the principal structure located closest to the roadway. Garbage dumpsters are screened by a wall (comprised of masonry compatible with the structure or WoodCrete) at least as high as the container. The open side to the dumpster or other trash receptacle is a gate constructed of solid wood or metal. The dumpster is oriented for pickup by a front load garbage truck. For 90 gallon roll out container stored outside, it is required to be enclosed by privacy fence.
- ___ 35. Air conditioning units are not shown forward of the front wall of the building.
- ___ 36. For projects that are within 400 feet of US 183, US 183A, Lakeline Blvd., RM 2243, Old 2243 West, Bagdad Rd., Crystal Falls or San Gabriel Parkway, the following uses are not proposed or permitted: mini-warehouse or self-storage facilities, boat and RV storage, material salvage unless enclosed within a building, sexually-oriented businesses, motor vehicle salvage.
- ___ 37. Warehouse, mini-warehouse and overhead (commercial service) doors are not oriented to face a street(s) or residential property or shall be screened from view from the street(s) or residential property.

ADDRESS PLAN:

- ___ 1. Provide an address plan that demonstrates the building and unit numbers. Coordinate the addressing with the GIS Division (GIS@leandertx.gov).

UTILITY PLAN:

- ___ 1. Provider or method of proposed water and wastewater service is identified.
- ___ 2. The layout, size and specific location of proposed water mains, wastewater lines, lift stations and other related structures are shown.
- ___ 3. The location of existing and proposed fire hydrants, valves, meters and other appurtenances is shown.
- ___ 4. Location of Double Check Valve Backflow Prevention Assembly in accordance with AWWA Standard C510-92 (if applicable) is shown.

- ___ 5. Design details showing the connection with the existing City water system are provided.
- ___ 6. Plan and profile drawings for each utility in public ROW or public utility easements showing existing ground level elevation at centerline of pipe, pipe size and flow line elevation at all bends, any conflicts with other underground elements such as conflicting utilities with accurate dimension between outer diameter of the proposed utility and the outer edge of the conflicting element, drops, turns and at 50 foot intervals are provided.
- ___ 7. Detailed designs for lift stations, or other special wastewater appurtenances if applicable, are provided.
- ___ 8. Utility demand data, calculations supporting water system design (which will be used to support the water meter sizing), sanitary system design, storm system design,

ROAD, SIDEWALK CLOSURE, & TRAFFIC CONTROL PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If applicable, a Site specific Traffic Control Plan shall be submitted as part of this set of plans.
- ___ 3. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 4. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 5. If the project impacts existing school zones, they include any necessary signage and/or striping.

STANDARD DETAILS:

- ___ 1. Insert the applicable City of Leander Standard Details. These details may be found online at <http://www.leandertx.gov/engineering/page/standard-details>.

LANDSCAPE PLAN:

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
 - Landscaped area is provided equal to or exceeding the following percentages of total developed lot area (Note: If only a portion of the lot is developed and the remainder is reserved for future development of an additional phase, show the developed lot area as just the phase currently proposed for development and show a clear phase boundary line):
 - Multifamily – 20%
 - Office and Professional – 15%
 - Commercial – 15%
 - Industrial or manufacturing – 10%
 - Schools, churches, community centers and private parks – 15%
 - The following have not been counted toward landscape requirements:
 - Detention and water quality unless meeting the standards of the landscape ordinance.
 - Utility, mechanical and electrical facilities.
 - Sidewalks or paved areas except decorative pavers not exceeding 10% of required landscape area.
 - Landscaped areas less than four feet in width.
 - For every 600 square feet of landscaped area required by the ordinance (including required setbacks of the zoning ordinance even if such setbacks exceed the minimum required landscape area), 2 shade trees (two inch caliper minimum) and 4 shrubs (five gallon size) are installed (school facilities install 50% of that standard).
 - At least 75% of the required trees are required to be significant trees large trees/shade trees (as defined by the Grow Green Guide), the remaining trees may be small trees or ornamental trees all of which shall be selected from the preferred plant list or Grow Green Guide. Two ten gallon ornamental trees are permitted to be substituted for each shade tree as long as at least half of the required number of shade trees are installed. Retained trees and shrubs may be counted toward landscape requirements.
 - Street trees shall be planted between the sidewalk and back of curb (or edge of pavement) in accordance with the City's street tree detail. Street tree species shall be consistent on both sides of the street within a block, shall be a street tree species listed in the preferred plant list, and shall be specified in the Construction Plans for the subdivision (if applicable). Street tree spacing shall not exceed thirty (30) feet on center between trees on the same side of the street. Street trees may be counted toward the required tree plantings within the front or street side setback area.
 - A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.

-
- Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. Additional trees are shown as necessary so that the centerpoint of every parking space is within 50' of a tree.
- ___ 7. No landscaping over 3 feet high is located within 40 feet of the intersection of any street. (Measured from the edge of pavement as if the curbs or pavement edges are not rounded off and intersect at a right angle).
- ___ 8. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 9. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 10. Show the screening of off-street parking areas, loading spaces and docks, refuse containers, outside storage areas and storage containers, antennas, mechanical equipment, metal siding and the rear of structures on reverse frontage lots from view from adjacent streets or residential areas is provided through the use of fences, evergreen plantings, landscape berms and/or existing vegetation. If a fence is utilized, the finished side of the fence faces away from the screened object. If the outdoor storage is adjacent to an arterial or collector roadway, then the wall is required to be constructed of one or more of the following materials: brick, stone, cast stone, stucco (limited to 35% of the exterior surface area of walls), factory tinted (not painted) split face concrete masonry unit, or other similar material approved by the Director of Planning. In addition to the materials listed above, textured pre-cast concrete is also permitted when the wall is adjacent to collectors. A five foot wide landscape buffer is located outside the fence so that it is visible from the designated roadway and consists of the landscape materials required by the Landscape Ordinance (a landscaped buffer is not required if the fence is on a rear lot line).

___ 11. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at twelve (12") inches above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

___ 12. Invasive Species: Multi-Family and non-residential projects are required to remove all invasive species for the portion of the project identified within the limits of construction.

___ 13. Tree Diversification: No more than fifty (50%) percent of the same species may be planted to meet the tree planting requirements.

___ 14. If a non-residential use is proposed adjacent to property utilized for a single-family or two-family residence on land zoned for such, or land planned or platted for such, a six-foot privacy wall is shown along the common property line unless an existing structure is proposed to be expanded by less than 50%, or 1,000 sq. ft., whichever is less. Such wall is required to be constructed of one or more of the following materials: textured pre-cast concrete (e.g. WoodCrete), brick, stone, cast stone, stucco, factory tinted or painted split-faced concrete masonry unit, granite, tile or other similar material approved by the Director of Planning.

PARK PLAN:

___ 1. If park improvements are proposed, the improvements meet the following criteria:

- ___ Proposed park improvements are listed on the final plat with the approximate value of each improvement. The total value of amenities and improvements is at least \$400 per residence.
- ___ A note is shown on the final plat indicating that all proposed park improvements will meet *City Park & Facility Equipment Standards* and *U.S. Consumer Products Safety Commission - Publication 325*.
- ___ Fiscal surety for the completion of all park improvements in the form of a letter of credit that does not expire or cash escrow is provided.

___ 2. If **private** park land and/or facilities are proposed, they meet the following criteria:

- ___ Private parks are not proposed for land shown in the *City Parks, Recreation & Open Space Master Plan* as land to meet strategic needs for future parks and/or trails.
- ___ Private ownership and perpetual maintenance of such areas and facilities are adequately provided for by recorded written agreement, conveyance, and/or restrictions **which are attached to this application**.
- ___ The use of such areas and facilities shall be restricted to park and recreational purposes by a recorded covenant, which runs with the land in favor of the future owners of property, and which cannot be defeated or eliminated without the consent of the Council, **and such covenant is attached to this application**.

___ 3. If an alternative park plan is proposed, it meets the following criteria:

- ___ The amount of park land to be dedicated is no less than 75% of the amount required to be dedicated.
- ___ Any reduction in the amount of park land required to be dedicated is offset by additional fee-in-lieu of land dedication in the amount of \$1,050 per residential unit, or additional park improvements in that amount. This option is required to be approved by the Director of Parks & Recreation.
- ___ If the amount of park improvements is proposed to be reduced, the reduced value of such improvements is compensated by an equal or greater increase in the value of park land to be dedicated. The calculation to convert park improvements value to additional park land is determined based on reducing the required park improvements dollar value by not more than the fee in-lieu dollar value of the additional park land to be dedicated.

___ 4. Provide a phasing table demonstrating compliance with the Ordinance

MASTER ARCHITECTURAL PLAN:

- ___ 1. Master Architectural Plan:
- ☐ The intent of the Master Architectural Plan is to provide for a cohesive development on all four corners at the intersections of arterials and collectors. This plan should incorporate common elements that evoke a sense of place and have elements that contribute to cohesive identity.
 - ☐ Development on all four corners of intersections of arterials and collectors shall provide and comply with a Master Architectural Plan that incorporates the following:
 - Exterior building materials used on the exterior of each structure
 - Exterior building color palettes
 - Exterior elements of building facades such as wall accents, covered entries, columns, or other features
 - Other elements as approved by the Director of Planning.
 - ☐ Development at these intersections shall comply with the plan after the date of the initial submittal of a Master Architectural Plan.
 - ☐ This plan shall be submitted with the site development permit for the project. The plan may be amended as the intersection develops to incorporate additional standards.

MAJOR CORRIDOR STREETSCAPE PLAN:

- ___ 1. Major Corridor Streetscape Standards:
- ☐ Major corridors include all arterials identified on the City's Transportation Plan.
 - ☐ All development adjacent to a corridor shall install street trees between the back of curb or edge of pavement and the required sidewalk in accordance with the City's street tree detail. The trunk of the street tree shall be no closer than 3 feet from the back of curb or edge of pavement and no further than eight (8) feet; the Director of Planning may approve alternative locations if specific conditions warrant. Street tree species shall be consistent on both sides of the corridor, species may change at a street intersection, however major intersection shall comply with the major intersection standards in this section. Street trees shall be spaced no more than thirty (30) feet on center and shall be in a straight line along the corridor.
 - ☐ If a parking lot is located between the right-of-way and a building along a corridor, the parking lot must be fully screened from view of the corridor to a height of four (4) feet with one or more of the following elements:
 - a four (4) foot tall masonry screening wall located at or behind the required parking setback
 - a berm with landscaping that measures at least four (4) feet tall at the top of the landscaping located within the required front setback area
 - ☐ In addition to other restrictions in this ordinance, the following items shall not be located between a primary building and the right-of-way along a major corridor:
 - mechanical equipment other than that of a public utility
 - drive-through service lanes or queuing spaces
 - accessory structures
 - ☐ The following standards apply to the screening of the rear or service side of buildings along a Major Corridor:
 - the rear or service side of a building may not face a Major Corridor within four hundred (400) feet of the corridor's right-of-way.
 - loading areas and service drives must be screened from view of the Major Corridor with landscaping that is six (6) feet tall at installation or a wing wall that extends from the building that is a minimum of six (6) feet tall and constructed of the same or significantly similar materials as the primary building.
 - ☐ The following standards shall apply to all major intersections along the corridor:
 - major intersections are those intersections with other major corridors or collector roads
 - all four corners of a major intersection shall have a coordinated landscape design
 - all four corners of a major intersection shall include identity monument signs which shall be coordinated and consistent in design and materials
 - identity monument signs may include the name and/or logo of the adjacent development and shall include the City of Leander logo
 - ☐ Major Corridors shall comply with the following landscape and hardscape materials requirements
 - each major corridor shall have a primary landscape and hardscape materials palette
 - landscaping and hardscaping (including walls and planters) within the right-of-way and front setback of all properties along a major corridor shall comply with the corridor materials palette the corridor materials palette shall be maintained by the Planning Department
 - ☐ Walls constructed along Major Corridors shall meet the following requirements in addition to any other requirements of this ordinance.
 - all walls constructed parallel to a major corridor shall comply with the corridor materials palette
 - walls that continue from one development or property to another within the same block shall continue the same material and design
 - wall material or design may change in a new block as long as the materials are consistent with the materials palette for the corridor

PUBLIC ART (OPTIONAL):

- ___ 1. Consider contributing one (1%) percent of the construction/reconstruction costs of the commercial structure, up to, but not limited to, two hundred thousand dollars (\$200,000).
- ___ 2. Consider contributing one (1%) percent of the phased project construction cost construction/reconstruction costs up to but not limited to two hundred thousand dollars (\$200,000.00) for the Phase.
- ___ 3. Consider donating to the Public Art Fund an amount equal to the percentage of the construction cost of the commercial structure as a charitable donation, if they do not wish to have fine art located on their property.

INFORMATION ABOUT THE PUBLIC ART COMMITTEE (LPAC)

The Leander Public Art Committee (LPAC):

- Encourages public & private programs that develop visual & performing arts;
- Recommends cultural & artistic endeavors to City Manager and Council;
- Advocates and advises on cultural and artistic endeavors;
- Encourages donations, grants and other art support; and
- Monitors the Public Art Initiative.

The intent of LPAC is to enhance the aesthetic environment and encourage private developers/owners to provide/promote works of art and donate to the City's Public Art Fund. LPAC encourages the Private Sector to

- Encourage investment of time, effort and money into the art displayed on their sites;
- Recognize that art is intrinsically valuable to the Cityscape;
- Incorporate visual art in the design & construction of facilities; and
- Expand the public's experience & exposure to culture through various art forms.

The Public Art Fund shall be used solely for the selection, commission, acquisition, installation, maintenance, administration and insurance of the works of art or in relation thereto. Contact Mark Tummons, Parks & Recreation Director for more information (512-528-9909 or mtummons@leandertx.gov).

FINAL SUBMITTAL MEETING:

To expedite the review process, staff has implemented a Final Submittal Approval Process. This process replaces the regular review cycle and submittal cycle. Instead of providing a formal submittal, a meeting with the applicant and staff will be held. Projects are eligible for final submittal meetings when there are only a few minor comments remaining. Staff will notify the applicant in the comment letter when they are eligible.

Items to submit:

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

REQUIREMENTS FOR ISSUANCE OF SITE DEVELOPMENT PERMIT:

- Submittal of one (1) final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 - 1. Three (3) copies of the approved and signed plans.
 - 2. Scanned set of plans on a CD of the final approved site development plan as a TIF and AutoCAD formats. Plans must be scanned at 300 dpi, uncompressed TIF to the original approved scale.
 - 3. Submittal of any outstanding fees including roadway improvement fees and review fees.
 - 4. Approved SWPPP. Prior to the City's approval of the site development permit, provide documentation from the appropriate water quality regulating entity, TCEQ Edwards Aquifer or LCRA Highland lakes, that the project is approved or exempt.
- The Site Development Permit shall be issued during the pre-construction meeting.
- Permits cannot be issued in subdivisions that are not accepted for maintenance by the City, for improvements on illegal tracts (not legally subdivided) or for improvements on land that does not have the proper zoning classification.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- If the project is eligible for a conditional certificate of completion, there is a fee of 30% of the review fee. The Composite Zoning Ordinance requirements also apply.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

RIGHT-OF-WAY (ROW) PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2751 or planning@leandertx.gov to schedule an appointment.

GENERAL INFORMATION

- A ROW permit includes any type of work within the ROW such as boring, collecting bore samples, installation of sidewalks as a stand along project.
- This application is not for dry utilities, driveways, or public infrastructure such as water, wastewater or stormwater facilities.**

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Three collated sets of prints (11"X17") including the information in the checklist.
	☐	3. Letter of intent explain the request.
	☐	4. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
	☐	5. Disk/USB with all submittal documents

PROJECT INFORMATION

Property Description: _____

Brief Summary of Work: _____

APPLICANT INFORMATION:

Project Agent: _____ Phone: _____ Fax: _____
 Company Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email: _____ Mobile: _____ Pager: _____

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

Signature

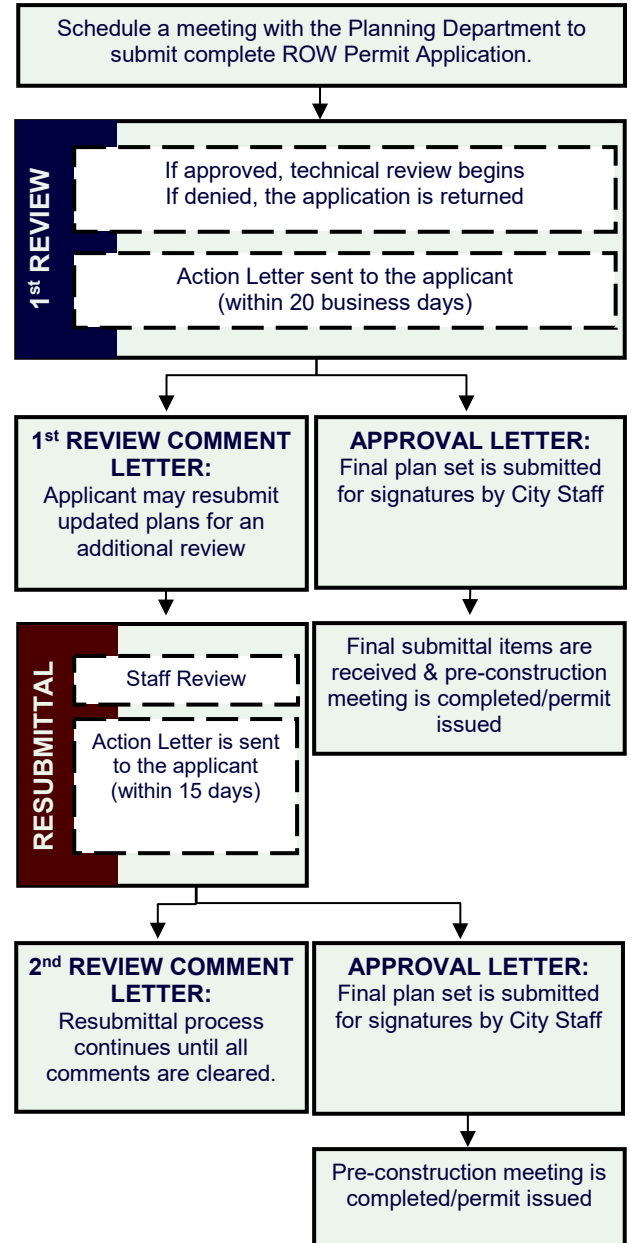
Name (printed)

Date

ROW PERMIT REVIEW PROCEDURE

- Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov.
- A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved.
- The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule.
- A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
- This process repeats until all comments are cleared.
- If the application is approved, then the final plan set needs to be submitted and routed for signatures.
- The City will sign the plans and schedule a pre-construction meeting:
 - 3 collated and stapled final copies of the signed plans.
 - A scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale.
 - SWPPP (Needs to be approved by the Stormwater Inspector)
 - Outstanding Fees
 - Pre-construction meeting request form

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



ROW PERMIT CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ Notes Page
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name*
 - ROW Permit Plans
 - Project Number (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block.
- ___ 3. Project information located at the top left corner of the cover sheet including the following:
 - Property owner name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
- ___ 4. Index on the right side of the sheet name and number.
- ___ 5. Include the following signature block in the center on the bottom of the page.

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Chief Joshua Davis, Fire Marshal

Date

- ___ 6. Revision block below the below including the following.

Revision #	Description	Approval

- ___ 7. Example cover sheet:

Project Name ROW Permit Plans Project Number			
Project Information	Location Sketch	Index	
Revision Block	Signature Block	Approval	1 of 1

GENERAL NOTES:

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

EROSION & SEDIMENTATION CONTROLS:

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

UTILITY PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Provide the following notes:
All site utility lines are proposed to be located underground.
- ___ 6. Show all existing utilities and infrastructure.

ROAD & SIDEWALK CLOSURE PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 3. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 4. If the project impacts existing school zones, they include any necessary signage and/or striping.

TREE MITIGATION PLAN (This section is only required if trees are proposed for removal):

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
- A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).

- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 7. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 8. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at four (4') feet above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

REQUIREMENTS FOR ISSUANCE OF ROW PERMIT:

- Submittal of one (1) final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
- Three (3) copies of the approved and signed plans.
- Approved SWPPP (if required)
- The ROW Permit shall be issued during the pre-construction meeting.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

SMALL CELL NODE APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2751 or planning@leandertx.gov to schedule an appointment.

GENERAL INFORMATION

A small cell node application is used to permit the following improvements:

- Network Node
- Node Support Pole
- Transport Facility

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- For projects located within the Lake Travis watershed, the Construction Plans shall be provided to the Lower Colorado River Authority (LCRA) for compliance with the Lake Travis and Upper Highland Lakes Nonpoint Source Pollution Control Ordinance. The applicant shall be responsible for any additional information required by the LCRA for the necessary approvals.
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

Notice: as authorized by Chapter 284 of the Texas Local Government Code, a network provider shall obtain a permit or permits from the City to install a network node, node support pole or transport facility in the City of Leander public right-of-way. Once this permit is approved, it is non-transferable.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Four sets of plans (11"X17" in size), collated.
	☐	3. Letter of intent explaining request.
	☐	4. A certificate that the proposed Network Node(s) comply with applicable Federal Communications Commission regulations.
	☐	5. A certificate that the proposed Network Nodes will be placed into active commercial service no later than the 60 th day after the date of construction and final testing of each Network Node.
	☐	6. A certificate of insurance confirming that the Network Provider and Contractor each have at least \$1,000,000 of general liability insurance coverage.
	☐	7. Development meeting notes, confirmation that a development meeting was not required, or Due Diligence Report.
	☐	8. Disk/USB with all submittal documents.
	☐	9. Filing Fees (calculation listed below).

FILING FEE CALCULATION:

Filing Fee (\$100 per network node, node support pole, or transport facility):	\$ _____
Professional Recovery Fee:	\$ 250.00
TOTAL FEE (due at the time of application submission) \$	

***Rental fees will be assessed separately after approval as required by the fee schedule.**

PROJECT INFORMATION

Site Location Description: _____

APPLICANT INFORMATION:

Project Agent: _____ **Phone:** _____ **Fax:** _____

Company Name: _____

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

Email: _____ **Mobile:** _____ **Pager:** _____

ADDITIONAL CRITERIA

- A network provider may not install a new Node Support Pole in a public right-of-way without the Council's approval if the public right-of-way:
 - Is in a municipal park; or
 - Is adjacent to a street or thoroughfare that is:
 1. Not more than 50 feet wide
 2. Adjacent to single-family residential lots or other multi-family residences or undeveloped land that is designated for residential use by zoning or deed restrictions.
 - In addition to the above, the network provider installing a Network Node or Node Support Pole in a public right-of-way shall comply with private deed restrictions and other private restriction in the area that apply to those facilities.

BRIEF DESCRIPTION OF WORK:

The applicant hereby acknowledges that they have read and will comply:

1. With the City Design Manual for the installation of Network Nodes and Node Support Poles, and
2. With the City Right-Of-Way Management Ordinance.

I hereby certify that I have read and examined this application and know the same to be true & correct. All provisions of law and ordinances governing this type of work will be complied with whether or not specified herein. The granting of this permit does not presume to give authority to violate or cancel the provisions of any state law or local ordinance regulating the installation of wireless telecommunication network nodes, node support poles, and transfer facilities.

Signature

Name (printed)

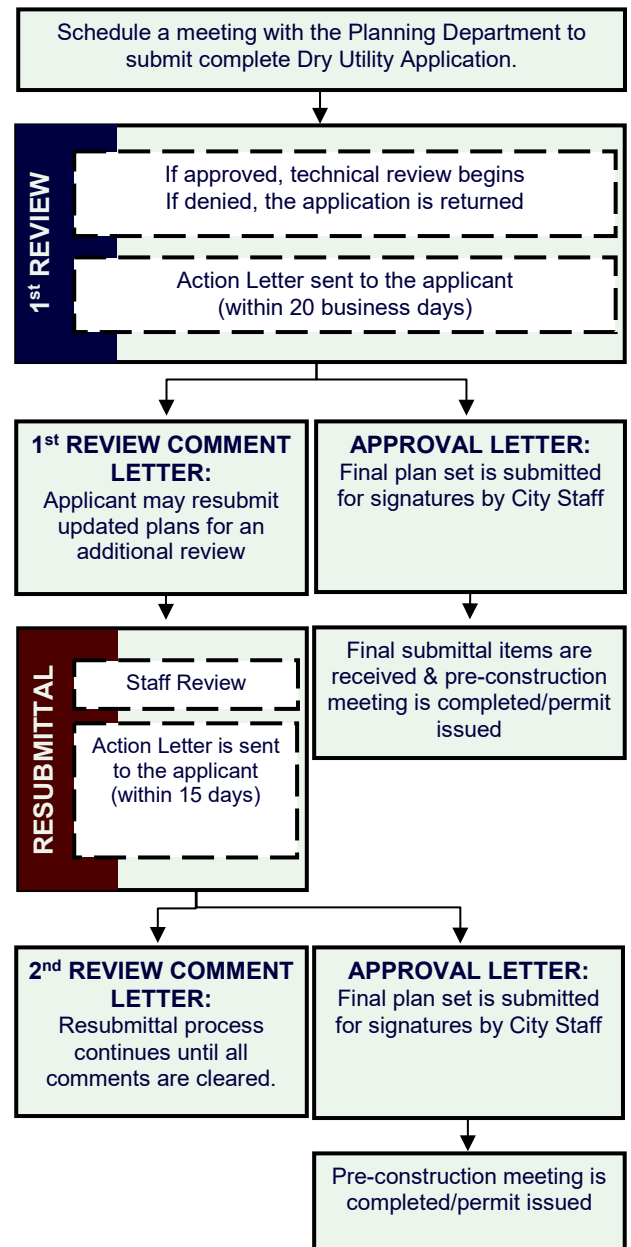
Title

Date

SMALL CELL NODE PERMIT REVIEW PROCEDURE

1. Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov.
2. A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant.
3. The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule.
4. A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
5. This process repeats until all comments are cleared.
6. If the application is approved, then the final plan set needs to be submitted and routed for signatures.
7. The City will sign the plans and schedule a pre-construction meeting:
 - a. 3 collated and stapled final copies of the signed plans.
 - b. A scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale.
 - c. SWPPP (Needs to be approved by the Stormwater Inspector)
 - d. Outstanding Fees
 - e. Pre-construction meeting request form

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



NETWORK NODE, NODE SUPPORT POLE, OR TRANSPORT FACILITY CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name*
 - Project Type Plans*
 - Project Number* (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block.
- ___ 3. Project information below the location sketch including the following:
 - Property owner name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Submittal date
- ___ 4. Index on the right side of the sheet name and number.
- ___ 5. Include the following signature block in the upper left corner.

APPROVED BY:

Robin M. Griffin, AICP, Planning Director

Date

Wayne S. Watts, P.E., CFM, City Engineer

Date

Chief Joshua Davis, Fire Marshal

Date

- ___ 6. Revision block below the below including the following.

Revision #	Description	Approval

- ___ 7. Example cover sheet:

Project Name _____ Plans Project Number _____		
Project Information	Location Sketch	Index
Revision Block	Signature Block	Approval
1 of 1		

___ 8. Provide the following notes:

Project Notes:

1. Contractor shall maintain minimum 24" clearance from all existing utilities.
2. For public water & wastewater line emergencies, contact the City of Leander Public Works Emergency 24-Hour On-Call line at 512-690-4760.
3. The contractor shall contact the Texas Excavation Safety System at 1-800-344-8377 for existing utility locations 48 hours prior to the start of construction. The contractor shall verify the locations of all utilities that are to be extended, tied to, crossed, or altered; or subject to damage/inconvenience by the construction operations.
4. Contact the City of Leander Public Works Department at 512-259-2640 for existing water and wastewater locations 48 hours prior to construction.
5. A preconstruction conference shall be held with the Contractor, Design Engineer/Permit Applicant & City of Leander Representatives prior to installation of erosion/sedimentation controls & tree protection measures as well as prior to beginning construction. Contractor shall notify the City of Leander Planning Department at 512-528-2750 at least three (3) days prior to meeting date.
6. City of Leander Noise Ordinance prohibits construction activity between the hours of 9 PM and 7 AM. Requests for exceptions to the ordinance must be made to Leander City Council.
7. Contractor shall bore under all driveways, street crossings and other paved areas. Open cut crossing shall not be allowed.
8. Contractor shall replace all damaged pavement, curb & gutter, sidewalk, curb inlets and all other infrastructure damaged by construction per City of Leander Standards & Specifications.

Erosion Control & Restoration:

1. The City of Leander Environment Inspector has the authority to add or modify erosion/sedimentation controls on site throughout the duration of the project.
2. All areas disturbed or exposed during construction shall be restored with a minimum of 6" topsoil. The 6" minimum soil depth shall consist of 75% soil blended with 25% compost.
3. All disturbed areas shall be re-vegetated using only approved grasses from the Grow Green Guide.

GENERAL NOTES:

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

EROSION & SEDIMENTATION CONTROLS:

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

UTILITY PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Demonstrate compliance with the Design Manual.

ROAD & SIDEWALK CLOSURE PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 3. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 4. If the project impacts existing school zones, they include any necessary signage and/or striping.

TREE MITIGATION PLAN (This section is only required if trees are proposed for removal):

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
 - A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).
- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 7. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)

___ 8. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at four (4') feet above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

REQUIREMENTS FOR ISSUANCE OF PERMIT:

- Submittal of one (1) final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 1. Three (3) copies of the approved and signed plans.
 2. Approved SWPPP (if required)
- The Dry Utility Permit shall be issued during the pre-construction meeting.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

▪ Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____

Project Name: _____

File #: _____
(City will assign)

DRY UTILITY PERMIT APPLICATION & CHECKLIST

**AN APPOINTMENT IS REQUIRED TO SUBMIT THIS APPLICATION.
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

Please contact the Planning Department at 512-528-2751 or planning@leandertx.gov to schedule an appointment.

GENERAL INFORMATION

- A Dry Utility Permit includes dry utilities such as cable, gas, electric, etc. This type of submittal is required for the installation of dry utilities with the right-of-way (ROW) or on private property within an easement.

INSTRUCTIONS

- Fill out the following application and checklist completely prior to submission.
- Current applications and City ordinances may be found on the City's website (www.leandertx.gov) or at City Hall.
- Please refer to the "Submittal Schedule" for submittal deadlines (<http://www.leandertx.gov>).
- Contact the Planning Department at 512-528-2771 or planning@leandertx.gov to schedule a submittal appointment.

REQUIRED ITEMS FOR THE SUBMITTAL PACKAGE

REQUIRED ITEMS	PROVIDED	Check each box if you have complied with that item. This application/checklist is only a guide. All state and local ordinances and code requirements cannot be reflected on this application/checklist. If there are any questions regarding the regulations, the applicant shall consult source law.
	☐	1. Completed and Signed Application & Checklist with the owner's original signatures.
	☐	2. Three collated sets of prints (11"X17") including the information in the checklist.
	☐	3. Letter of intent explain the request.
	☐	4. Development meeting notes, confirmation that a meeting was not required, or Due Diligence Report.
	☐	5. Disk/USB with all submittal documents

PROJECT INFORMATION

Property Description: _____

Brief Summary of Work: _____

APPLICANT INFORMATION:

Project Agent: _____ Phone: _____ Fax: _____
 Company Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Email: _____ Mobile: _____ Pager: _____

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

Signature

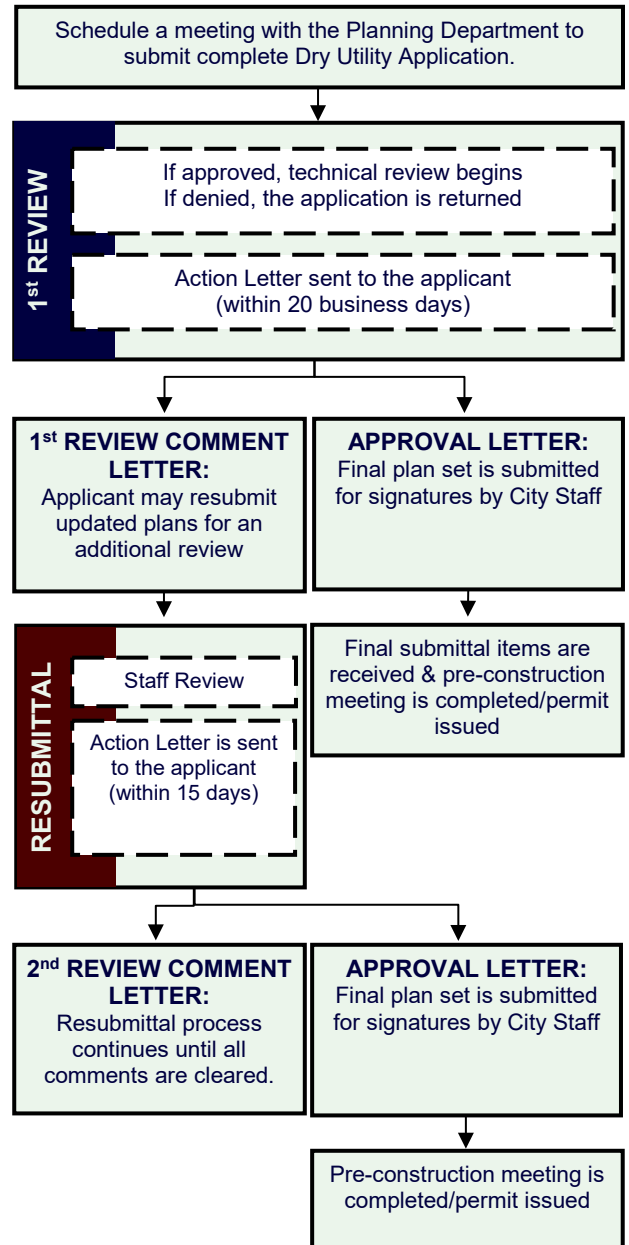
Name (printed)

Date

DRY UTILITY PERMIT REVIEW PROCEDURE

- Schedule an appointment with the Planning Department to submit the application by emailing planning@leandertx.gov.
- A disapproval or approval letter will be generated within 20 business days of the filing date and sent to the applicant. If the application is disapproved.
- The applicant will resubmit the corrected plan set for review. Submittals will only be accepted on Tuesdays per the adopted Submittal Schedule.
- A comment letter will be generated within 10 days of the filing date. If the application is disapproved, the letter will list the deficiencies with Code references.
- This process repeats until all comments are cleared.
- If the application is approved, then the final plan set needs to be submitted and routed for signatures.
- The City will sign the plans and schedule a pre-construction meeting:
 - 3 collated and stapled final copies of the signed plans.
 - A scanned copy of the plans on disk. Plans must be scanned at 300 dpi, uncompressed format TIF to the original approved scale.
 - SWPPP (Needs to be approved by the Stormwater Inspector)
 - Outstanding Fees
 - Pre-construction meeting request form

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



DRY UTILITY CHECKLIST

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

GENERAL:

- ___ 1. Each section heading represents a plan sheet associated with the submittal. The following sheets shall be included in the following order:
 - ☐ Cover Sheet
 - ☐ Notes Page
 - ☐ Erosion & Sedimentation Control Plan
 - ☐ Utility Plan
 - ☐ Road & Sidewalk Closure Plan
 - ☐ Standard Details
 - ☐ Landscape Plan
- ___ 2. All sheets shall be numbered in numeric order without letters (e.g. 1, 2, 3, etc.), not C-1, E-1, etc. These numbers shall be provided in the bottom right corner of every sheet and include the total number of sheets.
- ___ 3. A 2" tall by 3" wide box shall be provided in the bottom right corner of every sheet for an approval stamp and initials (please see layout example in the Cover Sheet section of the application).

COVER SHEET

- ___ 1. Title block including the following in the top center of the page.
 - Project Name*
 - Dry Utility Plans*
 - Project Number* (This number will be assigned during the first review of the plan set)
- ___ 2. Location sketch below the title block.
- ___ 3. Project information located at the top left corner of the cover sheet including the following:
 - Property owner name, address, and phone number
 - Developer/Agent name, address, and phone number
 - Filing date
- ___ 4. Index on the right side of the sheet name and number.
- ___ 5. Include the following signature block in the center on the bottom of the page.

APPROVED BY:

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

Date

Ross E. Blacketter, P.E., City Engineer

Date

Chief Joshua Davis, Fire Marshal

Date

- ___ 6. Revision block below the below including the following.

Revision #	Description	Approval

- ___ 7. Example cover sheet:

Project Name Dry Utility Plans Project Number		
Project Information	Location Sketch	Index
Revision Block	Signature Block	
		Approval 1 of 1

GENERAL NOTES:

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

EROSION & SEDIMENTATION CONTROLS:

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

UTILITY PLAN:

- ___ 1. Scale 1" = some number of feet divisible by 10 (not smaller than 1" = 60') and labeled on plan.
- ___ 2. North arrow.
- ___ 3. Boundary lines (drawn with heavy line) with metes and bounds description.
- ___ 4. Property lines of adjacent properties showing (where applicable) the names of adjacent plats.
- ___ 5. Provide the following notes:
All site utility lines are proposed to be located underground.

ROAD & SIDEWALK CLOSURE PLAN:

- ___ 1. Provide a road closure plan if a road closure is necessary during construction.
- ___ 2. If an existing sidewalk is required to be closed during construction, provide an alternative plan.
- ___ 3. Provide a sidewalk control plan to demonstrate alternative routes during construction if access to the sidewalk is disrupted.
- ___ 4. If the project impacts existing school zones, they include any necessary signage and/or striping.

TREE MITIGATION PLAN (This section is only required if trees are proposed for removal):

- ___ 1. Calculations of required and provided landscaping, including trees, shrubs and replacement tree calculations are provided as follows (show areas proposed to meet landscape area requirements as shaded on the landscape plan).
- A 3:1 (inches planted to inches removed) replacement and at mitigation fee in the amount of \$300 per caliper inch removed for heritage trees 26 inches in caliper and larger.
 - Heritage tree (over 26 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission and City Council. The public hearing fees and the following tree removal fees apply: \$250.00 per tree.
 - A 2:1 (inches planted to inches removed) replacement for significant trees 18 inches in caliper to 26 inches in caliper.
 - Significant tree (over 18 inches in caliper or larger) removal requests requires approval by the Planning and Zoning Commission. The public hearing fees and the following tree removal fees apply: \$250.00 for the first tree plus \$100.00 for each additional tree.
 - A 1:1 replacement if more than 50% of the caliper inches of significant trees between 8 and 18 inches caliper are proposed to be removed.
 - 50% of the required landscaped area and required plantings are shown to be installed between the front property line and the building(s).

- ___ 2. Existing significant trees of 8 inch caliper and larger (including species and size) located within the impact zone of proposed construction are shown and accurately located on the site plan.
- ___ 3. Significant trees to be removed are identified. A tree is considered to be removed if more than 50% of the critical root zone area is disturbed or covered with pavement, structures or other impervious surface. The radius of the critical root zone is calculated as the diameter of the tree trunk times 12.
- ___ 4. Replacement trees are a minimum 2-inch caliper. Any significant tree greater than two inches in diameter that is not required to be retained as described above may be utilized as a replacement tree or toward the required tree plantings if properly protected and in healthy condition.
- ___ 5. A minimum pervious area 3 feet in radius and not less than 50% of the calculated drip line area is provided around the trunks of all existing and proposed trees.
- ___ 6. All plantings are identified by name, quantity and container size and are included in the *Preferred Plant List* of the *Grow Green Guide*.
- ___ 7. The location of an automatic irrigation system is shown to be provided (unless low water use plantings are proposed or if the lot is less than one acre in size). (An irrigation permit is required.)
- ___ 8. Provide the following notes:

The developer and subsequent owners of the landscaped property, or the manager or agent of the owner, shall be responsible for the maintenance of all landscape areas. Said areas shall be maintained so as to present a healthy, neat and orderly appearance at all times and shall be kept free of refuse and debris. All planted areas shall be provided with an automatic irrigation system and watered as necessary to ensure continuous healthy growth and development. Maintenance shall include the replacement of all dead plant material if that material was used to meet the requirements of the Landscape Ordinance.

(In the event that an automatic irrigation system is not proposed, please modify the above note accordingly.)

Tree caliper is the trunk diameter of a tree at four (4') feet above natural grade per the Composite Zoning Ordinance.

Specifications are provided showing a minimum 6-inch topsoil depth will be provided in all landscaped areas and mulch will be provided around plantings. Provide the following note:

All new landscapes (non-residential and residential) are required to have a minimum of six inches (6") of soil depth in areas planted with turfgrass. This six-inch (6") minimum soil depth will consist of 75 percent soil blended with 25 percent compost. The soil/compost blend shall be incorporated into the top two inches of the native soil. The six-inch (6") depth requirement does not apply to the area between the drip line and trunk of existing trees, shrub beds or wildscape areas. Areas with existing native vegetation that remain undisturbed shall be exempt from the soil depth provision; provided that native soil and vegetation in such area is fenced during construction and protected from disturbance and compaction during the construction process.

All disturbed areas and ROW will be re-vegetated by the developer.

All invasive species shall be removed from the property.

No more than 50% of the same species may be planted to meet the tree planting requirements.

REQUIREMENTS FOR ISSUANCE OF DRY UTILITY:

- Submittal of one final set of plans for signatures. These plans will be returned to the applicant after they are approved and signed.
- To schedule a pre-construction meeting, the following items must be submitted:
 - 1. Three copies of the approved and signed plans.
 - 2. Approved SWPPP (if required)
- The Dry Utility Permit shall be issued during the pre-construction meeting.
- The site shall not be occupied until all final site inspections are approved and a certificate of completion (CC) is issued.
- An engineering concurrence letter and landscape concurrence letter will be required prior to the issuance of the certificate of completion.

CONFLICT OF INTEREST DISCLOSURES

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

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

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

Ethics Ordinance – Disclosure Statements

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

Sec. 9.05.007 Persons doing business with the city

(a) Persons seeking discretionary contracts.

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

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

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

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

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

Do Not Write Below – Staff Use Only

Accepted for Processing by: _____ Date: _____



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Approval of Minutes.

BACKGROUND:

Approval of Draft January 13, 2022 P & Z Minutes

RECOMMENDATION:

Approval of Draft January 13, 2022 P & Z Minutes.

PRESENTER:

Attachments

Draft 1-13-22 P & Z Minutes



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

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

January 13, 2022 at 7:00 PM



Place 1 – Donnie Mahan, *Vice Chair*
Place 2 – John Cosgrove, *Chair*
Place 3 – Ron May
Place 4 – Deirdre Moss

Place 5 – Gary Hampton, Jr.
Place 6 – Laura Lantrip
Place 7 – Rick Carpenter

The meeting will be live-streamed at the following link: <https://www.leandertx.gov/video>.

1. Call to Order at 7:00 pm.
2. Roll Call.
All Commissioners were present except Commissioner Cosgrove.
3. Director's report to the Planning & Zoning Commission on actions taken by the City Council at the January 6, 2022 meeting.
4. Review of meeting protocol.
5. Citizen Comments: Three (3) minutes allowed per speaker.
No one wished to speak.

CONSENT AGENDA: ACTION

6. Approval of the submittal schedule for Subdivision, Site Development Applications, and Dry Utility Applications pursuant to Article IX, Section 9 (a) (1) b. of the Composite Zoning Ordinance and Article II, Section 20 (e) of the Subdivision Ordinance; Leander, Williamson & Travis Counties, Texas.
7. Approval of Minutes.

Motion made by Commissioner May to approve the consent agenda and seconded by Commissioner Hampton.

Vote 6 - 0 Passed.

PUBLIC HEARING: ACTION

8. Conduct a Public Hearing and consider action on Subdivision Case 21-TOD-SFP-012 and Variance Case 21-V-004 to approve the Pointe 183 Short Form Final Plat and Variance on one parcel of land approximately 22.25 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R032233; generally located between US 183 and 183A Toll Road to the south of CR 276, Leander, Williamson County, Texas.

- Discuss and consider action on Subdivision Case 21-SFP-012 and 21-V-004 as described above.

Motion made by Commissioner Laura Lantrip, seconded by Commissioner Rick Carpenter to approve the Short Form Final Plat and Variance with staff recommendations.

AYE: Commissioner Deirdre Moss, Commissioner Laura Lantrip, Commissioner Rick Carpenter, Commissioner Gary Hampton, Jr., Commissioner Ron May, Vice Chair Donnie Mahan

6 - 0 Passed

9. Conduct a Public Hearing regarding Special Use Case 21-SU-004 to consider action on a Special Use Permit to allow for a Food Truck Park including minor waivers to the Composite Zoning Ordinance on one parcel of land approximately 0.9373 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R035579; and addressed as 1006 Los Vista Dr., Leander, Williamson County, Texas.

- Discuss and consider action regarding Special Use Permit Case 21-SU-004 as described above.

Motion made by Commissioner Rick Carpenter, seconded by Commissioner Laura Lantrip to approve the special use permit with the following condition:

1. Update the conditions to restrict the hours of operation to only allow patrons between the hours of 10:00 a.m and 10:00 p.m.

AYE: Commissioner Deirdre Moss, Commissioner Laura Lantrip, Commissioner Rick Carpenter, Commissioner Ron May, Vice Chair Donnie Mahan

NAY: Commissioner Gary Hampton, Jr.

5 - 1 Passed

AYE: Commissioner Deirdre Moss, Commissioner Laura Lantrip, Commissioner Rick Carpenter, Commissioner Gary Hampton, Jr., Commissioner Ron May, Vice Chair Donnie Mahan

6 - 0 Passed

10. Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-039 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to HC-4-D (Heavy Commercial) on one parcel of land approximately 4.95 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcel R031285; and more commonly known as 2999 Hero Way West, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-039 as described above.

Motion made by Commissioner Laura Lantrip, seconded by Commissioner Deirdre Moss to approve the zoning request.

AYE: Commissioner Deirdre Moss, Commissioner Laura Lantrip, Commissioner Rick Carpenter, Commissioner Gary Hampton, Jr., Commissioner Ron May, Vice Chair Donnie Mahan

6 - 0 Passed

11. Conduct a Public Hearing and consider action regarding Comprehensive Plan Case 21-CPA-008 to adopt an updated Comprehensive Plan including the update of the future land use plan and map;
 - Discuss and consider action regarding Comprehensive Plan Case 21-CPA-008 as described above.

Clifford Hall spoke against

Motion made by Commissioner Laura Lantrip, seconded by Commissioner Deirdre Moss to approve the amendments to the Comprehensive Plan and Future Land Use Map with the following conditions:

1. Update the proposed amendment to the property located to the north of FM 2243 close to the Reagan's Overlook Neighborhood to allow for the Multit-use Corridor to remain as is and only change the property to the south of FM 2243.
2. Update the area designated as Transitional Residential along Horizon Park Blvd to Neighborhood Residential per the request of the neighboring property owners.

AYE: Commissioner Deirdre Moss, Commissioner Laura Lantrip, Commissioner Rick Carpenter, Commissioner Gary Hampton, Jr., Commissioner Ron May, Vice Chair Donnie Mahan

6 - 0 Passed

REGULAR AGENDA

12. Adjournment 8:01 pm.

APPROVED:

CHAIRMAN MAY

ATTEST:

ELLEN COUFAL
PLANNING & ZONING COMMISSION SECRETARY



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-026 to amend the current zoning of SFU/MH-2-B (Single-Family Urban/Manufactured Home) to create the Sky Heights PUD (Planned Unit Development) with a base zoning of SFT-2-B (Single-Family Townhouse) on one parcel of land approximately 2.68 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R036438; legally described as Lot 3, Blk A, Leander Heights Section 2; and more commonly known as 415 Lion Dr, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-026 as described above.

BACKGROUND:

This request is the first step in the zoning process.

APPLICANT/AGENT:

Applicant/Agent: Sky Heights (Santosh Singh) on behalf of Dannen Real Estate Development (Josh Becker).

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Cory Dale, Planner

Attachments

1. Planning Analysis
2. Current Zoning Map
3. Future Land Use Map
4. Public Notice Map
5. Proposed Zoning Map
6. Aerial Map
7. PUD Notes
8. Letter of Intent
9. Summary of Neighborhood Communication



PLANNING ANALYSIS

ZONING CASE 21-Z-026 SKY HEIGHTS PUD

GENERAL INFORMATION

Owner/Agent: Sky Heights (Santosh Singh) on behalf of Dannen Real Estate Development (Josh Becker).

Current Zoning: SFU/MH-2-B (Single-Family Urban/Manufactured Home)

Proposed Zoning: PUD (Planned Unit Development) zoning with the below base zoning:
SFT-2-B (Single-Family Townhouse)

Size and Location: The property is located at 415 Lion Drive, including approximately 2.68 acres.

Staff Contact: Cory Dale
Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property in order to match the adjacent property to the west (Leander Townhomes) and provide continuity of home type in the area.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see pages 2 & 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 3*
- ☐ ☒ Does the proposal warrant any other special considerations?

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	SFU-2-B	Christine Camacho Elementary School
EAST	GC-3-C MF-2-B	Commercial (automotive and transmissions) Apartments (Monterra Ranch)
SOUTH	MF-2-B TF-2-B	Vacant Lot Single-Family Residence
WEST	PUD (MF)	Municipal Drive Townhome PUD

SURROUNDING AREA:

This property is located directly across Municipal Drive and Christine Camacho Elementary School and northwest of the intersection of South West Drive and Lion Drive.

PHYSICAL AND NATURAL FEATURES:

This property contains scattered trees across the lot and is currently single home. The tract is not located within or near a floodplain.

MAJOR CORRIDORS:

This property has access onto both Municipal Drive and Lion Drive.

TRANSPORTATION PLAN REQUIREMENTS:

At the time of the Concept Plan or Site Development submittal, the applicant will submit either a Traffic Impact Analysis (TIA) worksheet or a fee in lieu of TIA as determined by the City Engineer. The Transportation Master Plan also designates potential ROW dedication along Municipal Drive.

SUBDIVISIONS:

The following subdivision cases were previously submitted for this property:

- Platted as part of Leander Heights Section 2 (Lot 3, Block A) was recorded on 10/13/1969.

EXISTING UTILITIES:

This property has access to an 8" water line along Municipal Drive as well as a 6" sewer line within the south ROW of Lion Drive.

CURRENT LAND USES:

This property is currently being used as a single-family residence.

PROPOSED ZONING DISTRICT:**USE COMPONENT****SFT – SINGLE FAMILY TOWNHOUSE:**

Features: 2,000 sq. ft. lot min; 700 sq. ft. living area min.

Intent: Development of single-family attached dwellings on very small sized lots and for other uses that are compatible and complimentary to attached residential development. A variety of lot sizes shall be provided within one half mile of major intersections such as arterials or collectors and along residential collectors. The higher density residential shall be located closest to major intersections such as arterials or collectors and transition to lower density uses further away from the major intersections. This component provides for higher density lots and serves as a transition between moderate size lots and higher density areas. This component is generally intended as follows:

- (1) To provide an orderly transition and serve as a buffer between larger lot neighborhoods and more intensive uses such as multi-family or commercial uses or arterial roadways.
- (2) To create more variety in housing opportunities and in the fabric of the neighborhoods.
- (3) To include or be located within six hundred feet of parkland or other recreational open space.
- (4) To be located in planned communities of greater than 100 acres and comprising less than ten percent (10%) of the lots, or to provide infill opportunities in appropriate areas of the City such as in areas under transition.
- (5) Lots may provide access to garages from a rear alley.

SITE COMPONENT**TYPE 2:**

Features: Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.

- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO, LC, GC, HC, and HI use components when adjacent to residential districts and additional compatibility standards are warranted.
- (5) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT

TYPE B:

Features: 4 or more architectural features.

Intent:

- (1) The Type B architectural component is intended to be utilized for the majority of residential development except that which is intended as a Type A architectural component.
- (2) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions.
- (3) This component may be utilized to raise the building standards and help ensure compatibility for non-residential uses adjacent to property that is more restricted.
- (4) This component is intended for the majority of the LO and LC use components except those meeting the intent of the Type A or C architectural components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Maintain and/or improve affordability and diversity in the housing market.
- 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 type 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.

Existing Zoning District Suitability: SFR, SFE, SFS, SFU, SFC, PUD, SFL, SFT, TF, CH and NR

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 8/23/2021. No changes were made to the project since the development meeting was held.

NOTIFICATION

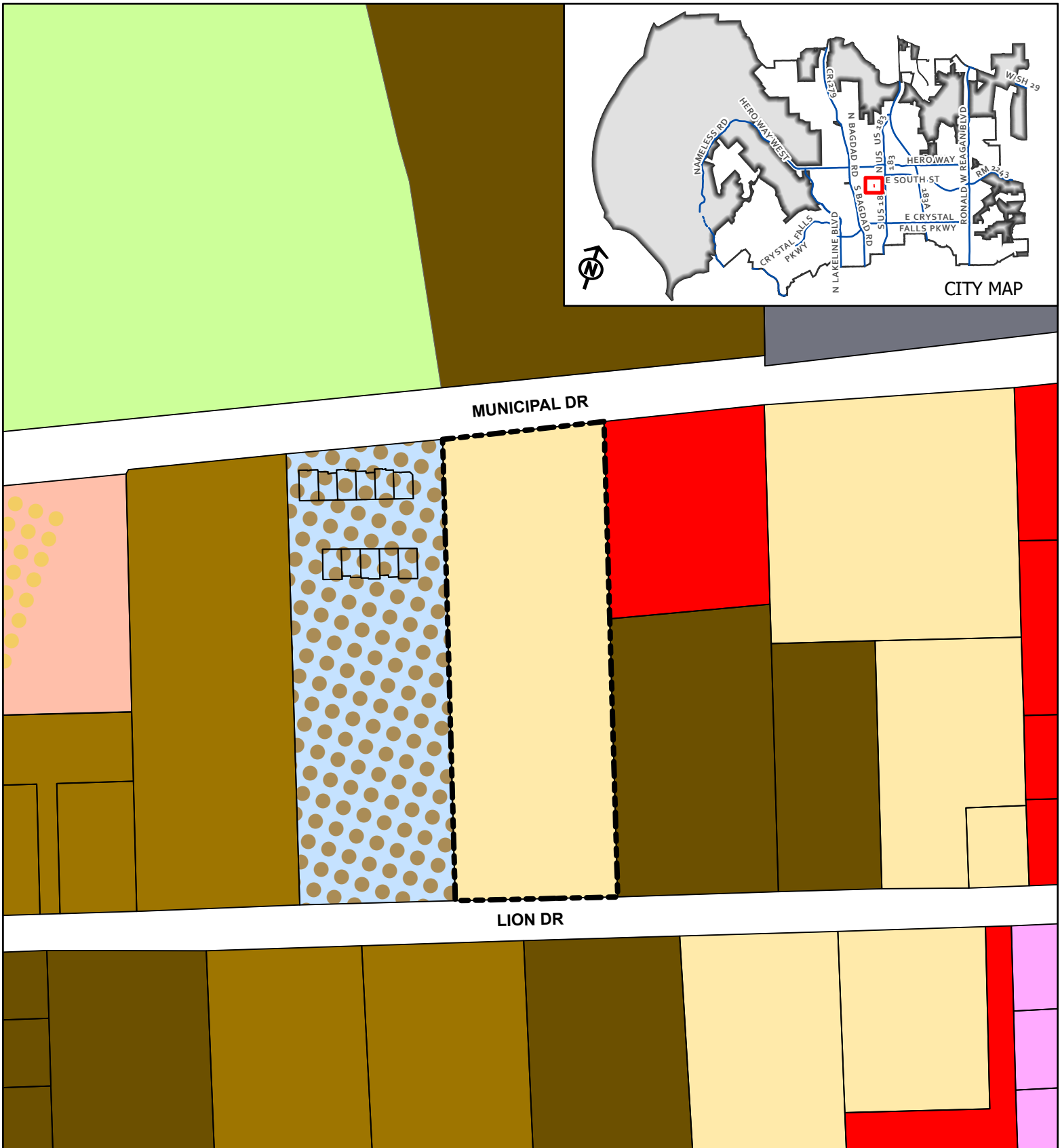
1/06/2022 - Public Notice on Hill Country News
1/12/2022 - Mail Notification to Property Owners within 200'
1/12/2022 - Public Hearing Signage Posted on Property
1/27/2022 - Planning and Zoning Commission Public Hearing
2/17/2022 - City Council Public Hearing & First Reading of the Ordinance
3/03/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

Notices were mailed by City staff to all property owners within 200 feet. Neighborhood outreach information per applicant within packet as attachment 9.

APPROVAL CRITERIA:

This request is compatible with the surrounding land uses and Future Land Use Map designation. The PUD request includes unique development standards as called out in the PUD notes within Attachment 7. This request includes a condo regime development with private drives that have a five foot sidewalk along the drives and includes additional guest parking provisions.



CASE: 21-Z-026

ATTACHMENT #2

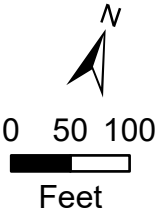
SKY HEIGHTS

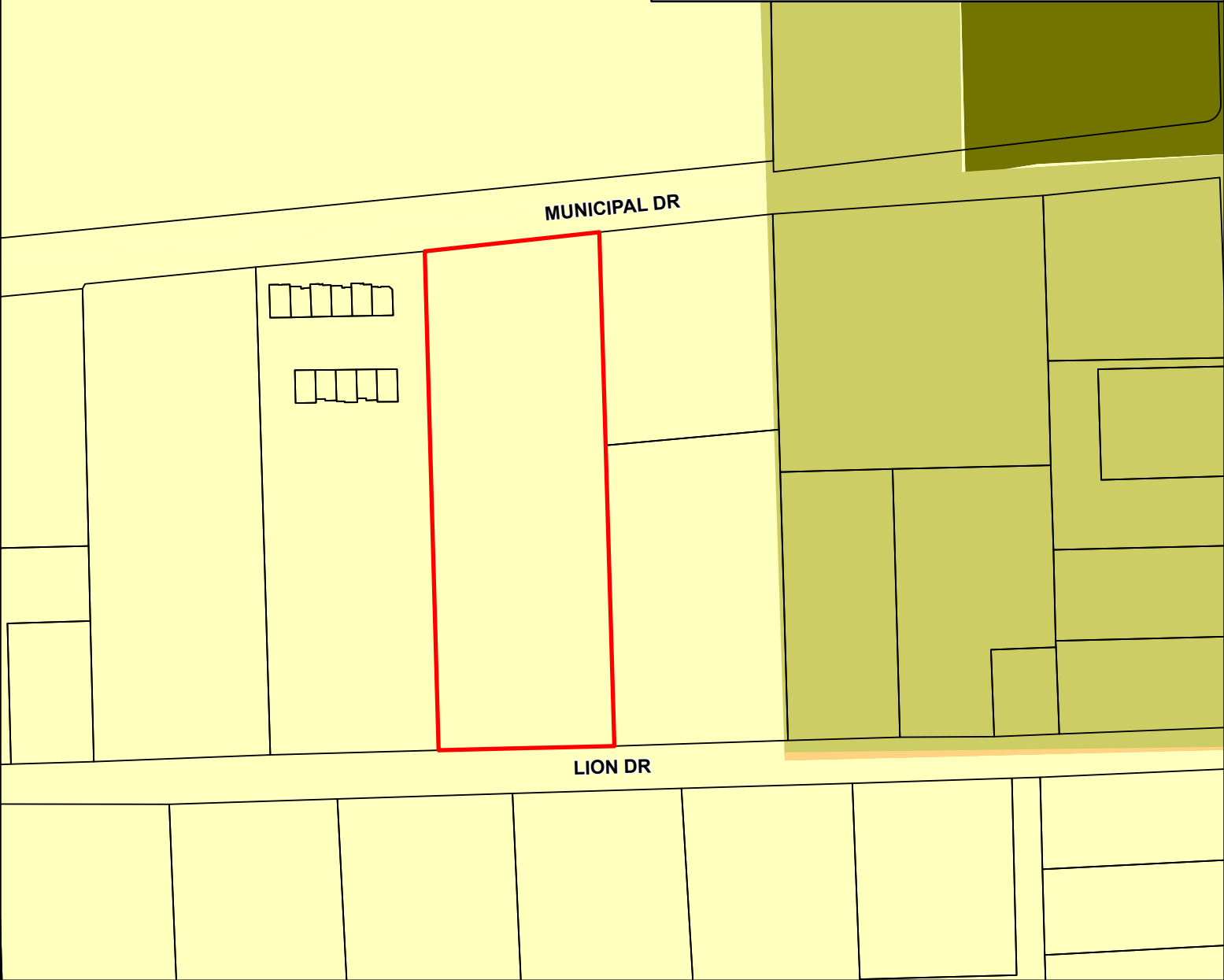
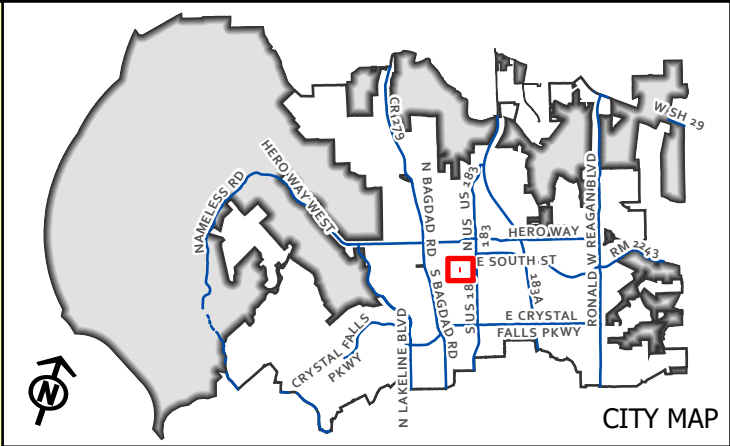
Current Zoning Map

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
- Leander ETJ
- Subject Area
- SFU - Single-Family Urban
- SFU/MH - Single-Family Urban/Manufactured Home
- TF - Two Family

- MF - Multi-Family
- LO - Local Office
- GC - General Commercial
- HC - Heavy Commercial
- PUD - Multi-Family
- SD - Special District





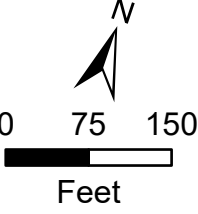
CASE: 21-Z-026

ATTACHMENT #3

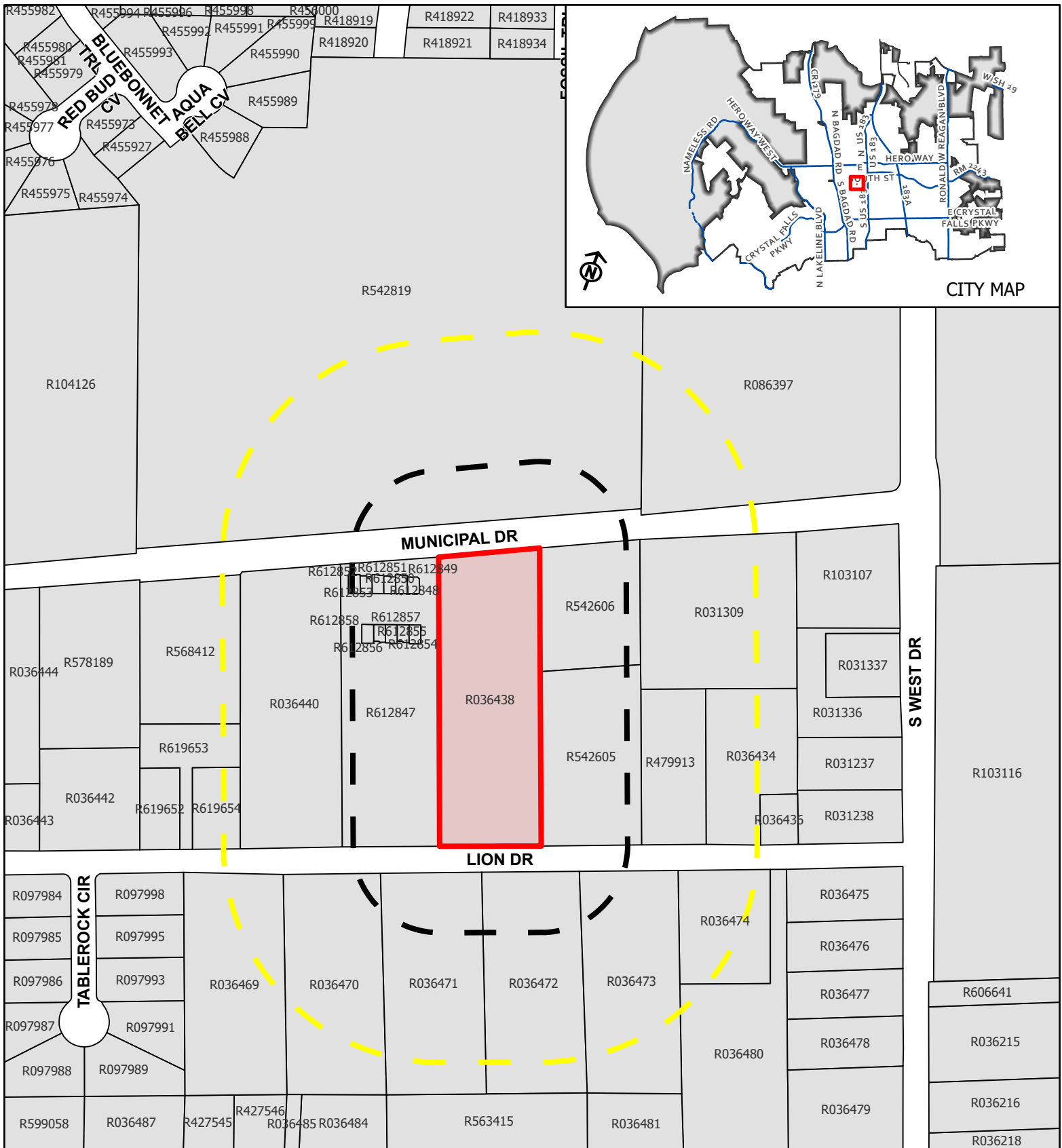
SKY HEIGHTS

Future Land Use Map

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



- Leander City Limits
- Leander ETJ
- Subject Area
- Neighborhood Residential
- Old Town
- Transitional Residential
- Urban Mixed Use



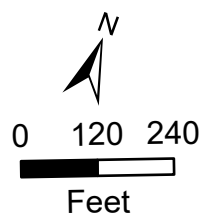
CASE: 21-Z-026

ATTACHMENT #4

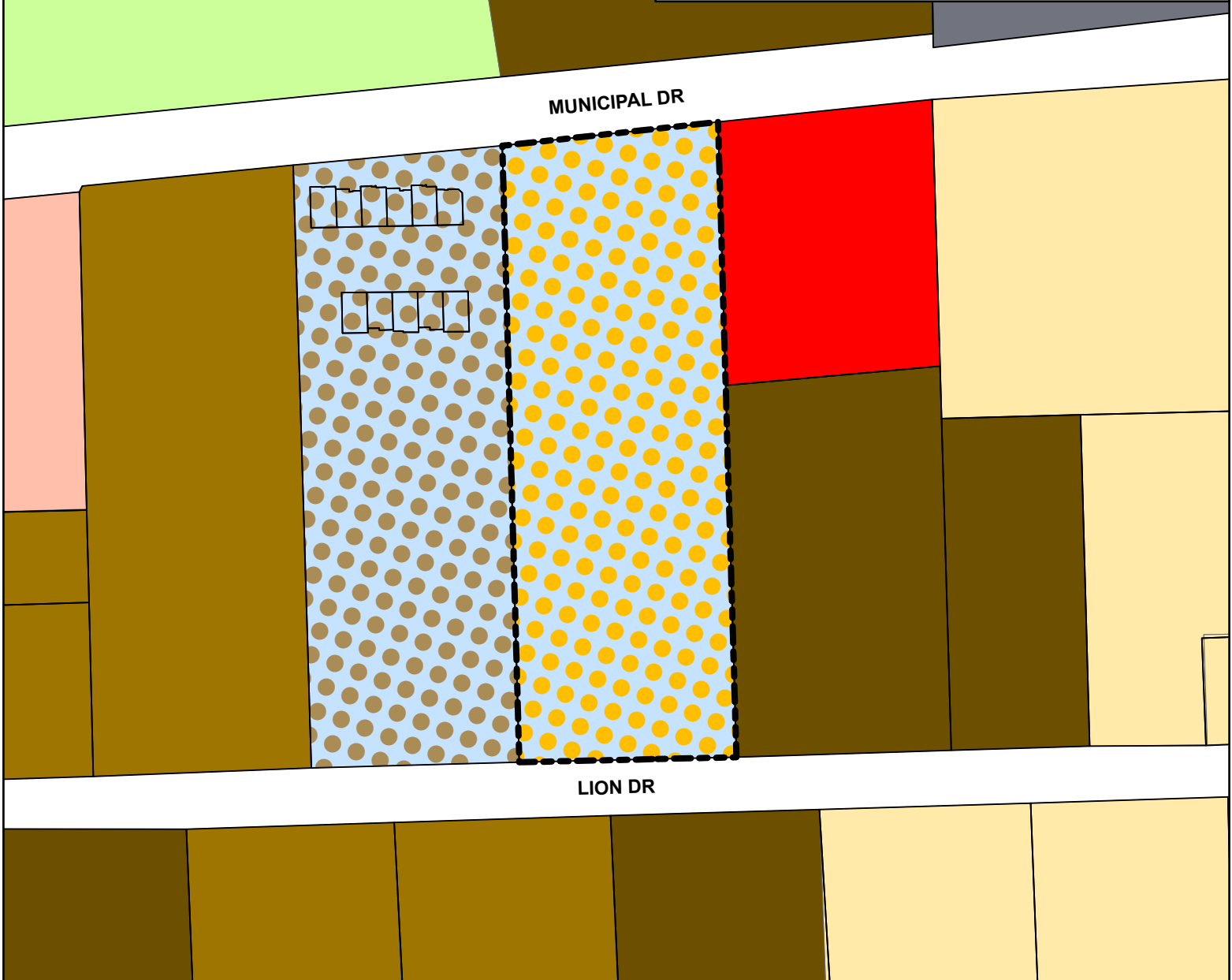
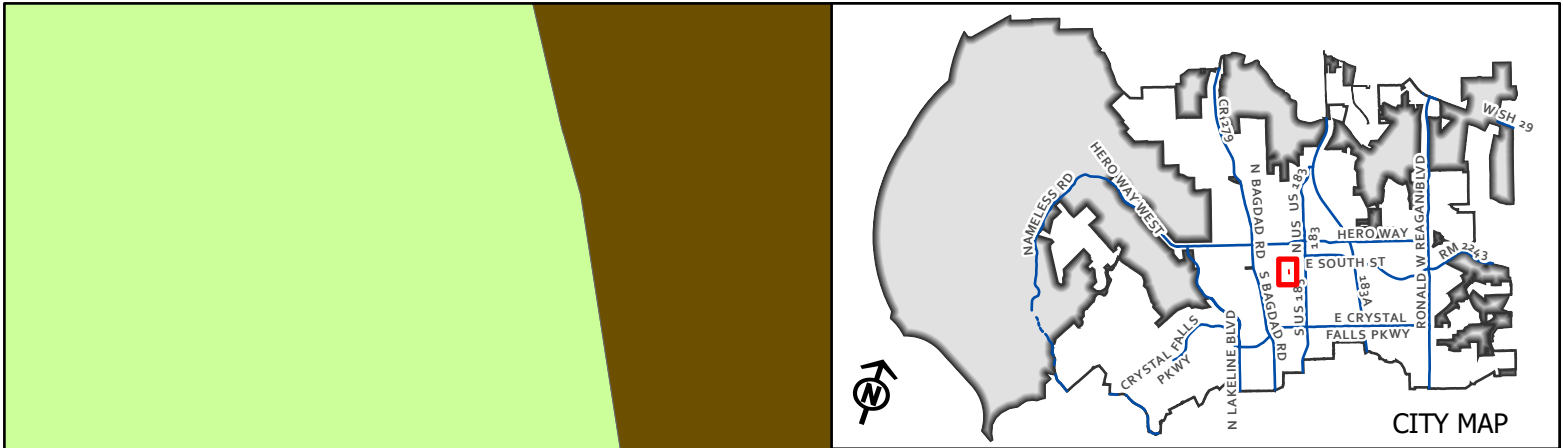
SKY HEIGHTS

Site 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.



- Subject Area
- 200' Buffer
- 500' Buffer
- Leander City Limits
- ETJ



CASE: 21-Z-026

ATTACHMENT #5

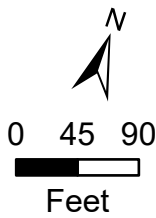
SKY HEIGHTS

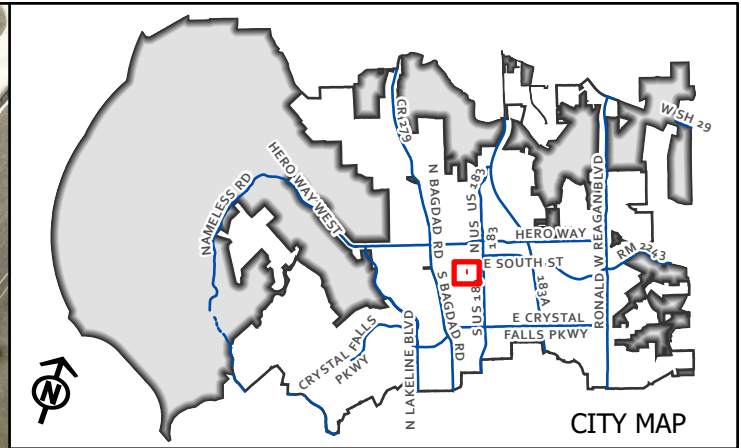
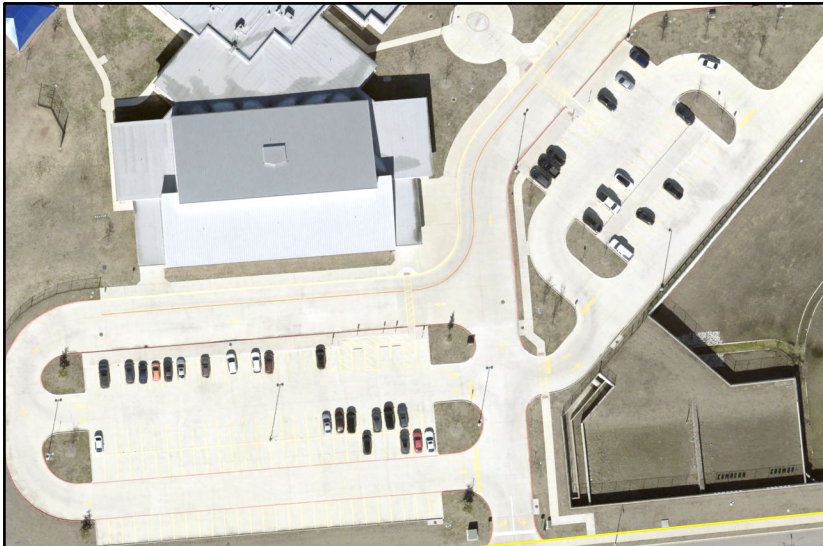
Proposed Zoning Map

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
- Leander ETJ
- Subject Area
- SFU - Single-Family Urban
- SFU/MH - Single-Family Urban/Manufactured Home
- TF - Two Family

- MF - Multi-Family
- LO - Local Office
- GC - General Commercial
- PUD - Townhomes
- PUD - Multi-Family
- SD - Special District





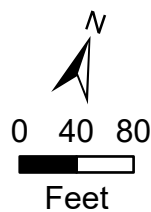
CASE: 21-Z-026

ATTACHMENT #6

SKY HEIGHTS

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
- Leander ETJ
- Subject Area

EXHIBIT A
Sky Heights Planned Unit Development

A. Purpose and Intent

1. The Sky Heights PUD is comprised of approximately 2.68 acres, as shown in **Exhibit “B”**. Property will develop as a condominium regime, meaning property will be comprised of a planned townhouse community on a single lot.

B. Applicability and Base Zoning

1. All aspects regarding the development of this PUD shall comply with the City of Leander Composite Zoning Ordinance, except as established in this exhibit, titled Exhibit A.
2. For the purpose of establishing development standards for the PUD, the following base zoning districts have been selected from the Leander Composite Zoning Ordinance.

SFT-2-A (Single-Family Townhouse)

C. Conceptual Site Layout & Land Use Plan

1. A Conceptual Site Layout and Land Use Plan has been attached to this PUD, **Exhibit “C”**, to illustrate the design intent for the property. The Conceptual Site Layout and Land Use Plan is intended to serve as a guide to illustrate the general community vision and design concepts and is not intended to serve as a final document.

D. Allowable / Prohibited Uses

1. The allowable uses shall include multiple attached single-family townhouses on a single lot.
2. The maximum unit count shall be thirty-six (36).

E. Development Standards

1. The following setbacks shall apply.

	Building Setbacks	Paving Setbacks
Front Setback (from public streets and private drives)	25 ft.	20 ft.
Perimeter Setback (minimum)	15 ft.	5 ft.
Rear Setback (minimum)	15 ft.	-
Street Side Setback (minimum)	15 ft.	-
Building Separation (minimum)	10 ft.*	-

** Eave overhang is not included in calculations for minimum building separation. A minimum of seven feet clear zone between building roof lines will be provided.*

2. The minimum unit width shall be twenty (20') feet.
3. The maximum area of the first floor of any individual building shall be six thousand (6,000) square feet.
4. The total area of any individual building shall be limited to ten thousand (10,000) square feet.
5. Garages shall not count towards the total gross floor area.
6. A maximum of six (6) units may be connected.
7. No building will be greater than two (2) stories in height.
8. Separate front doors for each home may be located on the front of the home and may face a public street, common green or internal to site.
9. Private Drives shall comply with **Exhibit "D"**.

F. Garage and Parking Requirements

1. All homes shall have a garage enclosed parking space.
2. Off-street parking of at least one surface parking space per townhouse shall be provided for each home with two bedrooms or less.
3. A minimum of ten (10%) percent guest parking and five (5%) percent handicap parking will also be provided for homes with two bedrooms or less.
4. All homes three (3) bedrooms or larger will have a minimum of two (2) off-street parking spaces per residence.

G. Fencing

All fencing shall be limited to wrought iron or decorative tubular metal

EXHIBIT - B

☆ Tax Parcel: R036438

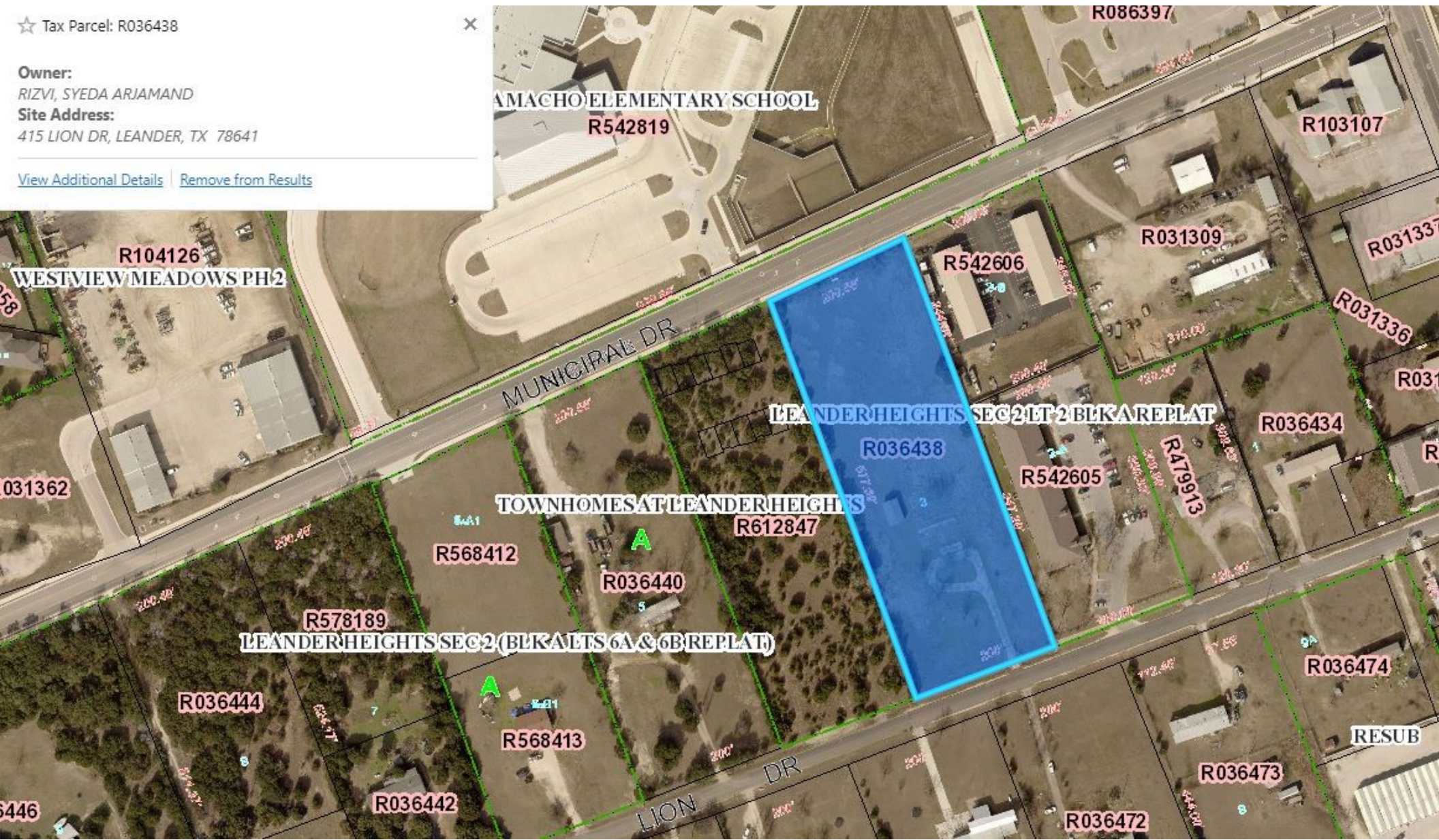
Owner:

RIZVI, SYEDA ARJAMAND

Site Address:

415 LION DR, LEANDER, TX 78641

[View Additional Details](#) | [Remove from Results](#)



PUD-Site Plan

EXHIBIT C - CONCEPTUAL SITE LAYOUT & LAND USE PLAN

This exhibit is conceptual and has not been reviewed for compliance with the Composite Zoning Ordinance or Subdivision Ordinance



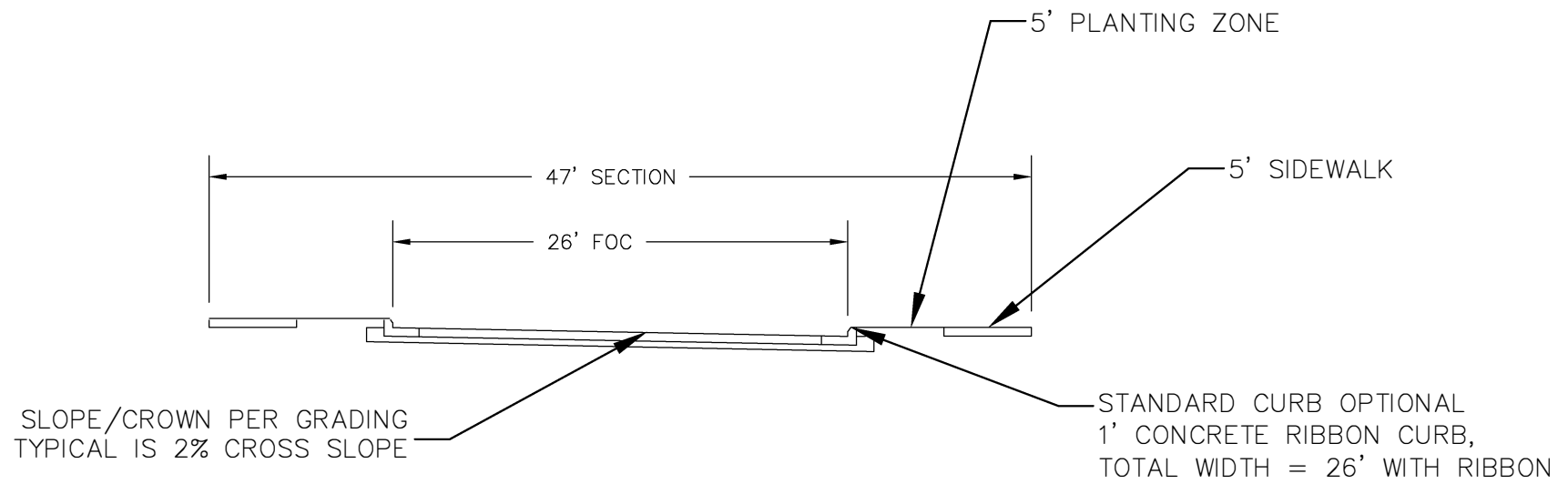
SKY HEIGHTS

415 Lion Drive, Leander Texas

 **DANNEN**
REAL ESTATE DEVELOPMENT

SUNRhea
DESIGN

EXHIBIT D



TYPICAL PRIVATE STREET/DRIVE SECTION



Letter of Intent

City of Leander,

We are seeking a zone change on the property located at 415 Lion Dr. Leander Tx.

The property consists of 2.68 acres of mostly flat ground sloping slightly to the East. The property is currently zoned for Manufactured homes but is adjacent to properties that have are zoned for Commercial, townhomes and multifamily residential.

We are requesting a zone change to a PUD with a base zoning of SFT (Single Family Townhouse) to match the adjacent property to the West, Leander Townhomes. Our major reason for doing this is to provide continuity of home type in the area.

Please Let me know what questions you may have and what additional information you would like.

Thanks,

Josh Becker

Dannen Real Estate Development

512-909-4744

APPLICANT'S SUMMARY OF NEIGHBORHOOD COMMUNICATIONS

This summary is only required for a PUD or a Minor PUD.

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

Included letter was sent to all neighboring Property owners within 500' on July 29, 2021

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 the contact information used.

All property owners within 500' were notified via mail

3. What concerns were raised during these communications?

No concerns were raised. Three neighboring property owners reached out in support of the proposal.

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

No conditions were added. If concerns are raised we will address them at that time

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

Signature: _____



Date 9/5/21



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-037 to amend the current zoning of LC-2-B (Local Commercial) and SFU/MH-2-B (Single-Family Urban/Manufactured Home) to GC-3-C (General Commercial) and LC-2-A (Local Commercial) on two parcels of land approximately 1.5660 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R035565 and R035563; and addressed as 1007 and 1009 Los Vista Drive, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-037 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

12/09/2021 Planning & Zoning Commission – Postponed due to notification error

APPLICANT/AGENT:

Texas Land Maps (Matthew Signmon) on behalf of MISHA, Inc (Saiyad Ali)

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Justin Hunt, Planner

Attachments

1. Planning Analysis
2. Current Zoning Map
3. Future Land Use Map
4. Public Notice Map
6. Aerial Map
7. Letter of Intent
8. Floodplain Map
9. Neighborhood Outreach Summary



PLANNING ANALYSIS

ZONING CASE 21-Z-037 LOS VISTA GAS STATION

GENERAL INFORMATION

Owner/Agent: Texas Land Maps (Matthew Signmon) on behalf of MISHA, Inc (Saiyad Ali)

Current Zoning: LC-2-B (Local Commercial) and SFU/MH-2-B (Single-Family Urban/Manufactured Home)

Proposed Zoning: GC-3-C (General Commercial) and LC-2-A (Local Commercial)

Size and Location: Located on two parcels of land approximately 1.5660 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R035565 and R035563; and addressed as 1007 and 1009 Los Vista Drive, Williamson County, Texas.

Staff Contact: Justin Hunt
Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property to general commercial and local commercial in order to develop a gas station and convenience store.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☒ ☐ Does the proposal warrant any other special considerations?

SPECIAL CONSIDERATIONS

This site is located within a Multi-Use Corridor. This corridor does not support the GC (General Commercial) use component. The City has initiated an amendment to the Comprehensive Plan to support the GC use component at intersections within the corridor. This amendment was approved by the Commission and scheduled for the February 3, 2022 City Council Meeting. Approval of this zoning case is contingent on the approval of the Comprehensive Plan Amendment.

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

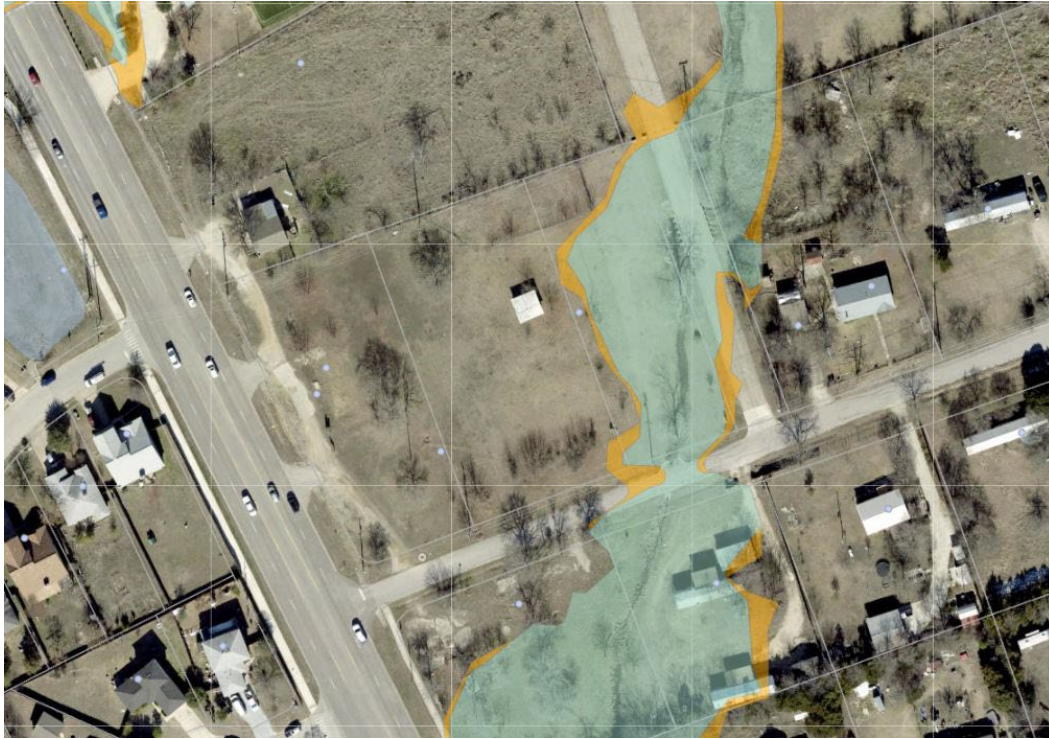
	ZONING	LAND USE
NORTH	GC-3-C	Single-Family Residence
EAST	SFU/MH-2-B	Horizon Baptist Church entrance
SOUTH	SFU/MH-2-B GC-3-C	Single-Family Residence Undeveloped
WEST	GC-3-C	Undeveloped

SURROUNDING AREA:

These two parcels are located along Los Vista Drive near the intersection of S. Bagdad Road. The subject properties are surrounded by single-family homes to the north (GC-3-C), south (SFU/MH-2-B), and the Horizon Baptist Church entrance to the east (SFU/MH-2-B). The remaining properties are located to the south (GC-3-C) and west (GC-3-C) and are undeveloped.

PHYSICAL AND NATURAL FEATURES:

This property contains scattered trees across the lot, it is relatively flat, and is undeveloped. The east most subject property is located in a FEMA flood area. There is one structure on the property, but it seems to be abandoned.



PROPERTY HISTORY:

On April 14, 1969, the parcels were platted with the High Chaparral subdivision.

MAJOR CORRIDORS:

This property has access onto Los Vista Drive.

TRANSPORTATION PLAN REQUIREMENTS:

- Public Streets shall meet roadway sections and pavement design from CAPEC guidelines as per City of Leander latest Transportation Master Plan. If the site is generating more than 2,000 average daily trips, a TIA is required. A fee in lieu of a TIA may be requested at the time of development.

EXISTING UTILITIES:

This property has access to a 6" water line to the west along Los Vista Drive. Nearest sewer line is an 6" waste water line along the south side of Los Vista Drive.

CURRENT LAND USES:

This property is currently undeveloped.

PROPOSED ZONING DISTRICT:**USE COMPONENT****GC – GENERAL COMMERCIAL:**

Features: Any use in LC plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 sq. ft.

Intent: Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

LC – LOCAL COMMERCIAL:

Features: Any use in LO plus retail sales and services, restaurants, banks, nursery or greenhouse, grocery sales, pharmacies, fitness centers, dance and music academies, artist studio, colleges and universities, bed and breakfast. Hours of operation: 5:00 a.m. to 10:00 p.m. Sun.-Thurs., 5:00 a.m. to 11:00 p.m. Fri. and Sat.

Intent: Development of small scale, limited impact commercial, retail, personal services and office uses located in close proximity to their primary customers, which cater to the everyday needs of the nearby residents, and which may be located near residential neighborhoods. Access should be provided by a collector or higher classification street.

SITE COMPONENT**TYPE 2:**

Features: Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO, LC, GC, HC, and HI use components when adjacent to residential districts and additional compatibility standards are warranted.
- (5) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

TYPE 3:

Features: Accessory buildings up to 30% of primary building; accessory dwellings; drive-thru service; limited outdoor display and storage; outdoor fueling and washing of vehicles; overhead service doors, no indoor parking required.

Intent:

- (1) A Type 3 site component is intended to be utilized with LO and LC use components where adjacent to less restricted districts to provide for a land use transition.
- (2) 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.
- (3) This component is intended to be combined with LO, LC, GC, HC and HI components where it is appropriate to utilize the outdoor site area for outdoor fuel sales, limited outdoor display and storage or accessory buildings.
- (4) Compliance with Type 1 or 2 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE B:**

Features: 4 or more architectural features.

Intent:

- (1) The Type B architectural component is intended to be utilized for the majority of residential development except that which is intended as a Type A architectural component.
- (2) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions.
- (3) This component may be utilized to raise the building standards and help ensure compatibility for non-residential uses adjacent to property that is more restricted.
- (4) This component is intended for the majority of the LO and LC use components except those meeting the intent of the Type A or C architectural components.

TYPE C (non-residential only):

Features: 3 or more architectural features.

Intent:

- (1) The Type C architectural component is intended to be utilized only in the LO, LC, GC, HC and HI use components for intermediate quality development.
- (2) Combined with appropriate use and site components, this component can help to provide for harmonious land use transitions from districts that are less restricted to districts that are more restricted.
- (3) This component is not intended for the majority of the LO and LC use components except those that may be adjacent to less restricted districts.

COMPREHENSIVE PLAN:**Applicable Comprehensive Plan goal statements**

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.
- Provide new Commercial development opportunity

Applicable Future Land Use categories**MULTI-USE CORRIDOR**

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

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

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

DESIRED MIX: 40-60% Non-Residential, 0-40% Residential

ALLOWED USES: SFT, TF, CH LO, LC, GC (Priority Corridors*), PUD

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 1/25/2021. No changes were made to the development proposal prior to official submittal of the rezoning application. Update approval to FLU map if approved GC use at multi-use corridor at any non- priority corridor intersections.

NOTIFICATION

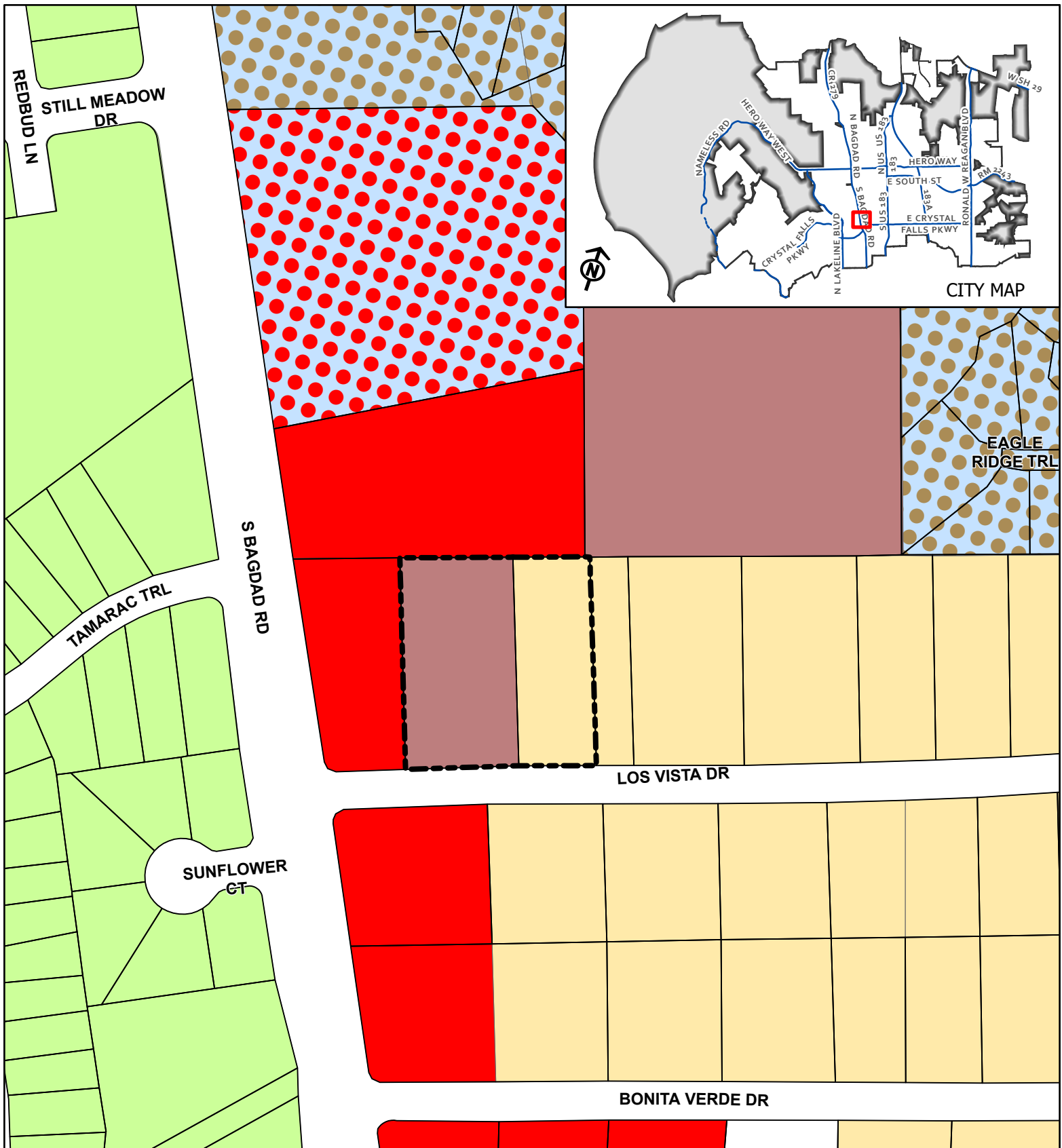
11/18/2021 - Public Notice on Hill Country News
11/19/2021 - Mail Notification to Property Owners within 200'
11/19/2021 - Public Hearing Signage Posted on Property
12/09/2021 - Planning and Zoning Commission Public Hearing
01/06/2021 - City Council Public Hearing & First Reading of the Ordinance
01/20/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

Notices were mailed by City staff to all property owners within 200 feet. In addition to the city's notification process, the applicant sent out a neighborhood outreach letter to all residential property owners and uses within 500ft of the subject properties.

APPROVAL CRITERIA:

The proposed zoning district would allow for commercial uses at this location. The approval of this zoning change is contingent on the approval of the Comprehensive Plan Amendment. If the Comprehensive Plan Amendment is not approved, then this zoning case will be denied.



CASE: 21-Z-037

ATTACHMENT #2

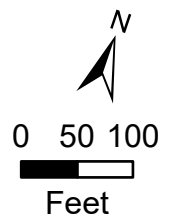
Los Vista
Gas Station

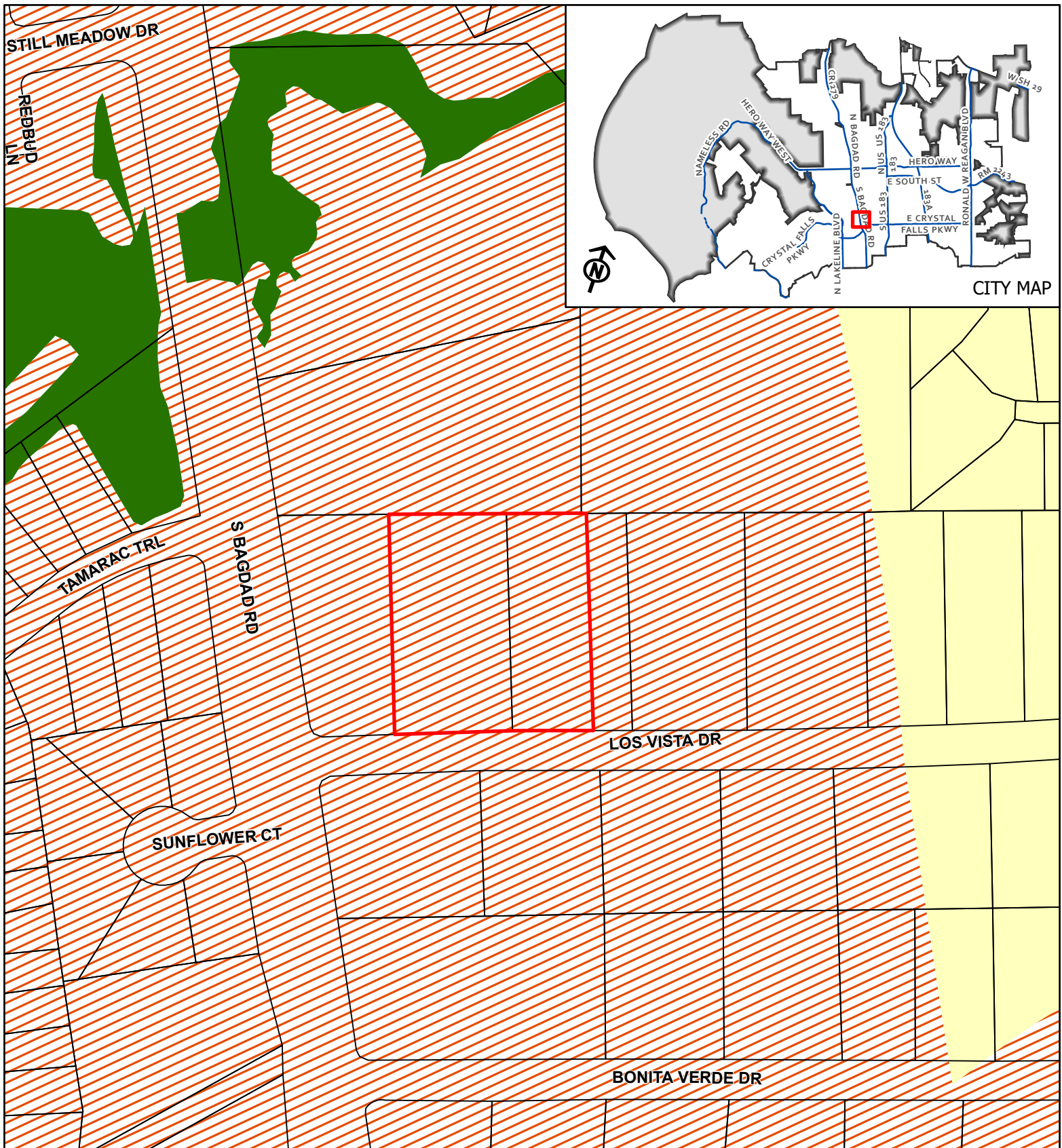
Current Zoning Map

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
- Leander ETJ
- Subject Area
- SFU - Single-Family Urban

- SFU/MH - Single-Family Urban/Manufactured Home
- LC - Local Commercial
- GC - General Commercial
- PUD - Multi-Family
- PUD - General Commercial





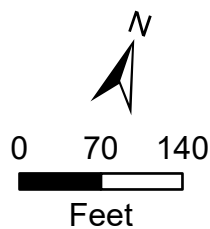
CASE: 21-Z-037

ATTACHMENT #3

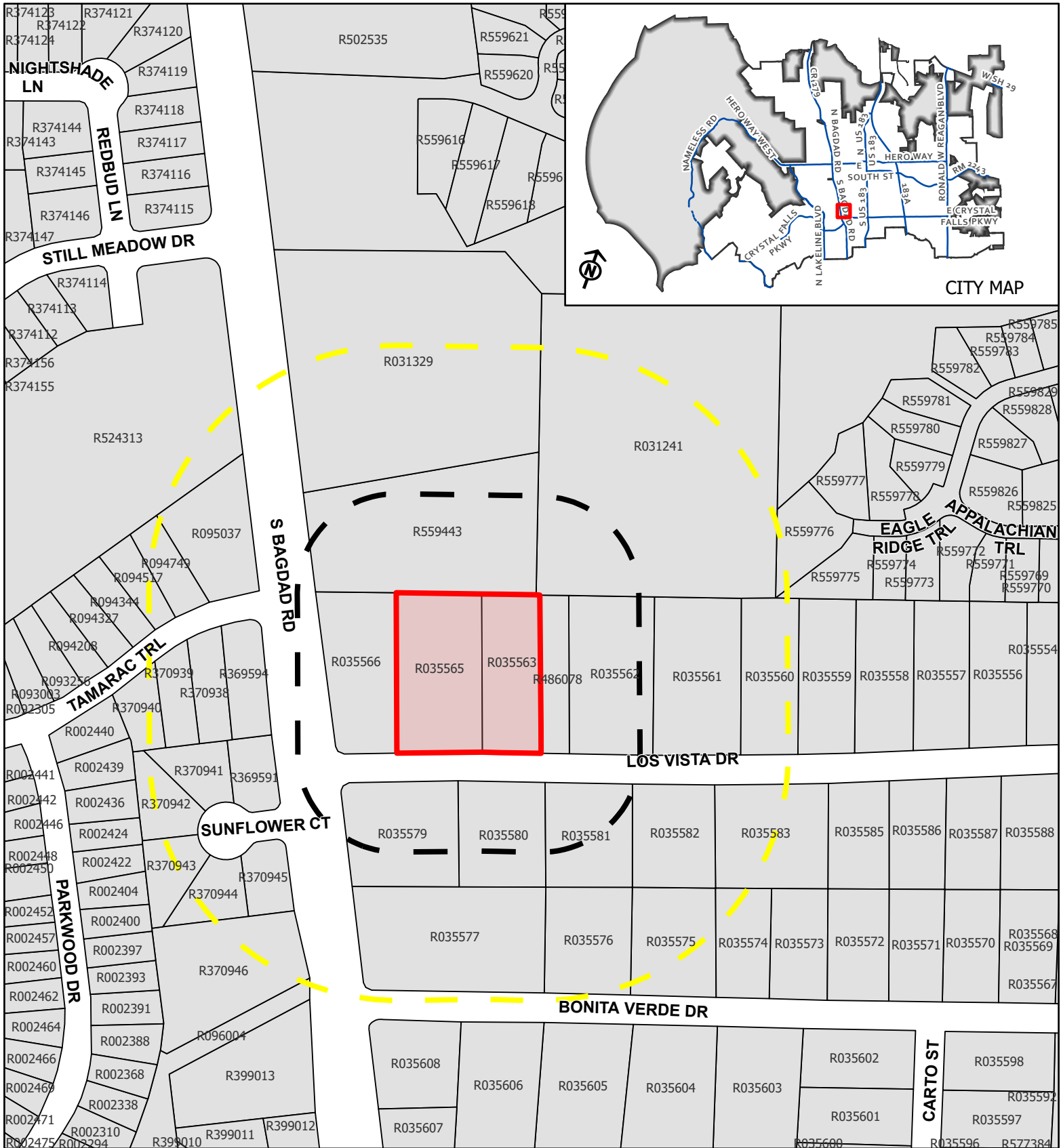
Los Vista
Gas Station

Future Land Use Map

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



- Leander City Limits
- Leander ETJ
- Subject Area
- Greenway
- Multi-Use Corridor
- Neighborhood Residential



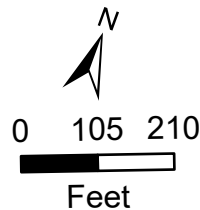
CASE: 21-Z-037

ATTACHMENT #4

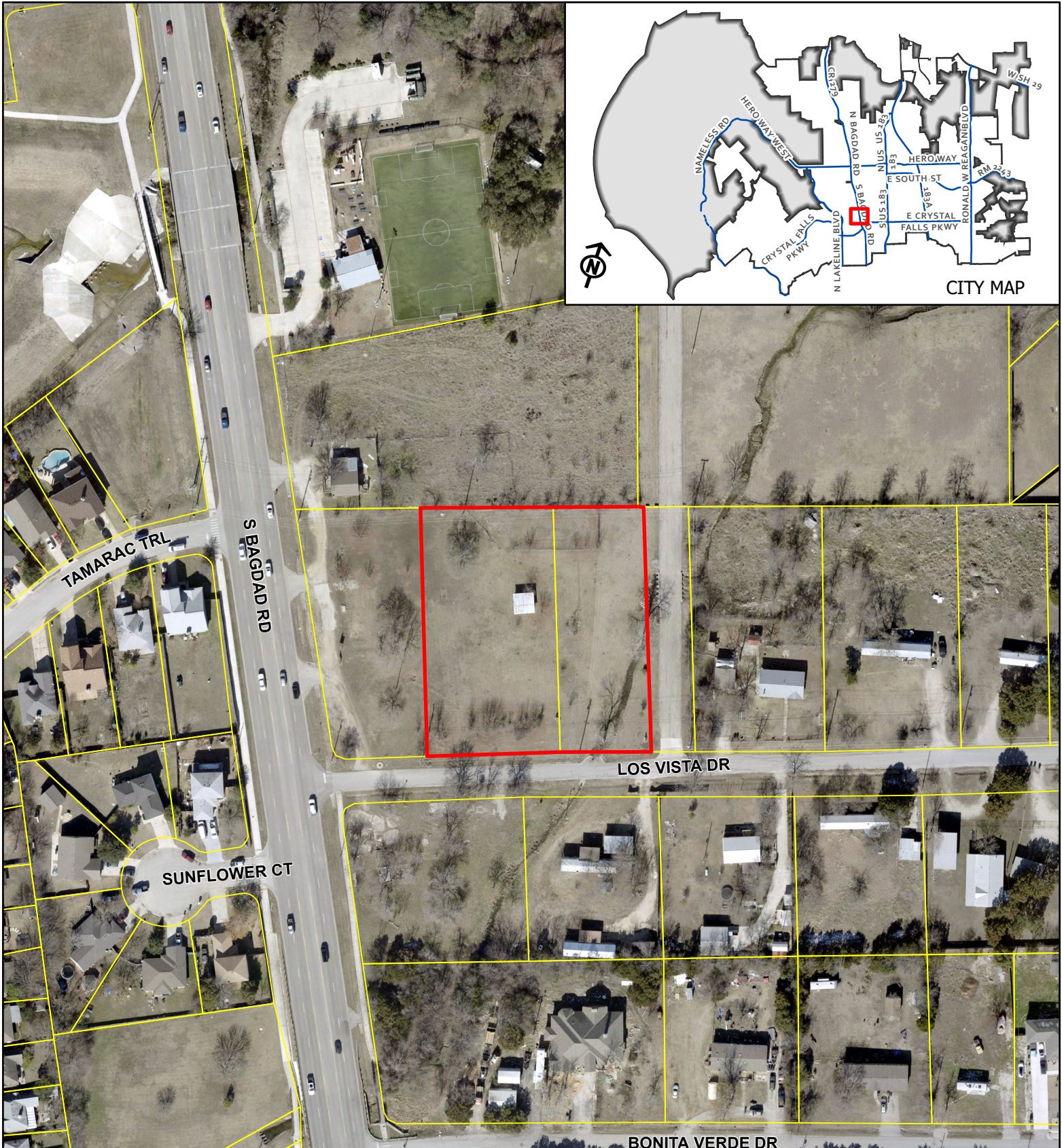
LOS VISTA
GAS STATION

Public Notification 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.



- Subject Area
- 200' Buffer
- 500' Buffer
- Leander City Limits
- Leander ETJ



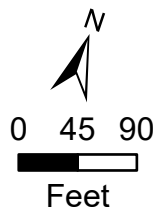
CASE: 21-Z-037

ATTACHMENT #6

Los Vista
Gas Station

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
- Leander ETJ
- Subject Area

Letter of Intent

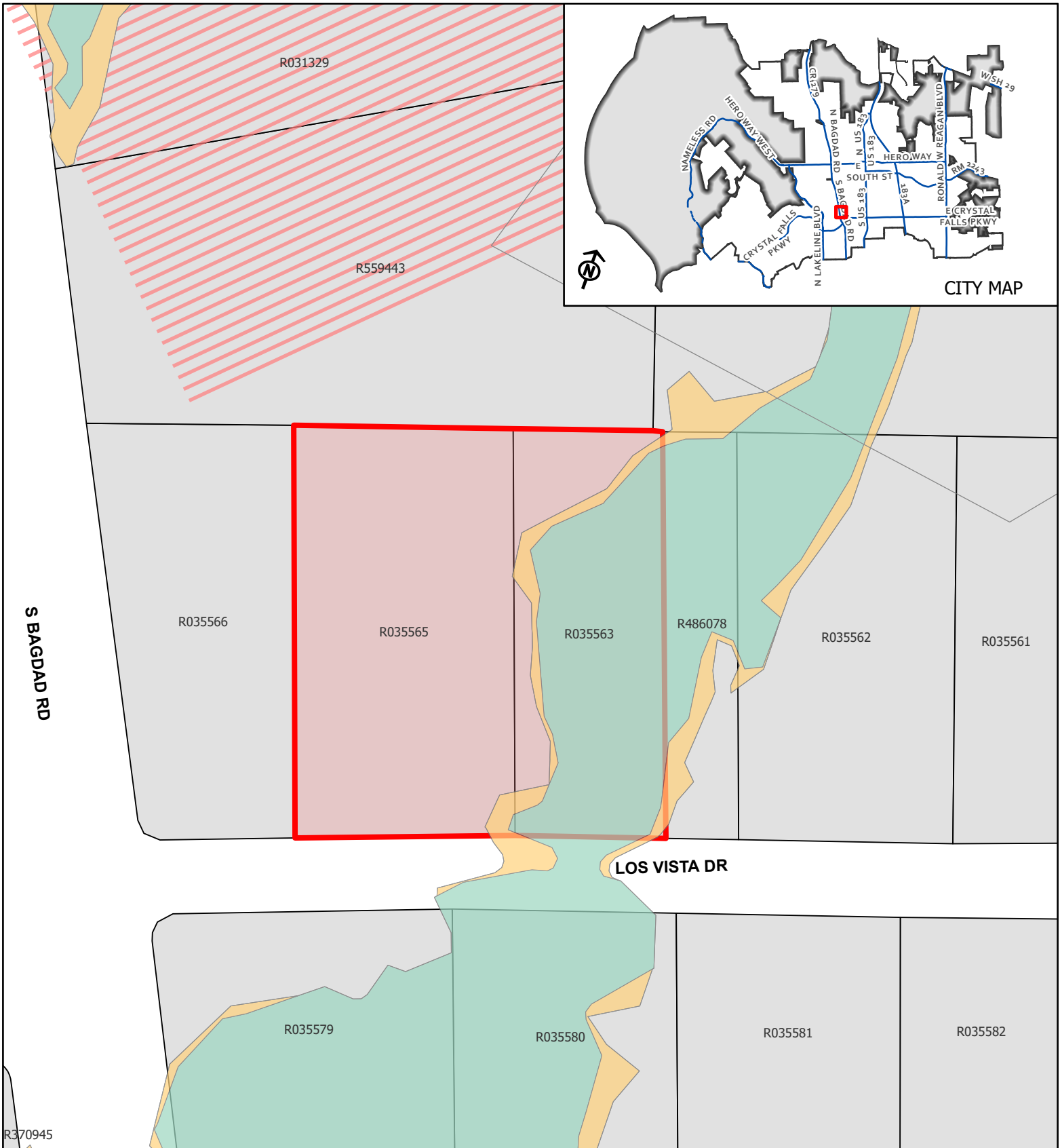
10-11-2021

The existing 1.566 acre tract is made up of 2 lots with 2 different zoning use classifications. Currently Lot 34 is zoned Local Commercial, and Lot 33 is zoned Single Family Residential / Manufactured Homes. The rezoning proposes that the west half of Lot 34 be zoned GC-3-C and Lot 33 and the east half of Lot 34 be zoned as LC-2-B.

The existing land is mostly vacant with an asphalt and gravel drive with access to the tract from Los Vista. Lot 34 contains a small metal shed that is shown on the survey attached with this application. Lot 33 is vacant with the western 100' of the lot inside our plat boundary and the eastern 50' of the lot has been made into an access easement and not part of our project.

The proposed site will divide the existing zoning of the 2 lots. The project will facilitate a gas station with a convenient store as part of the same business. The eastern zone will be used for detention for drainage purposes.

Matthew Sigmon

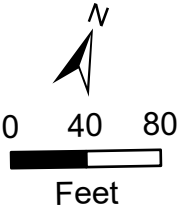


CASE: 21-Z-037

LOS VISTA
GAS STATION

Floodplain 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.



- Subject Area
- Leander City Limits
- ETJ
- AE
- .2 PCT ANNUAL CHANCE FLOOD HAZARD, X
- AREA OF MINIMAL FLOOD HAZARD, X

Texas Land Maps
2205 San Felipe St
Houston, TX 77019

9-30-2021

**Neighborhood Communication Letter for:
Landowners within 500' of proposed zoning change application**

Dear Landowner,

The owners of a nearby property, located at 1107 and 1109 Los Vista Drive, have applied to change the zoning of their property. Their intent is to develop the land to accommodate a Gas Station with a small convenient store on the west half of the tract and provide a detention reserve for a detention pond on the east side of the tract. Currently the vacant tract is zoned Local Commercial on the west side and Single Family Residential / Manufactured Homes on the east side.

The owner believes that developing the land for a "Gas Station with Convenient Store" is the best use of the land and will best serve the surrounding community. Texas Land Maps has been retained to complete the zoning change and will act as the applicant with the City of Leander Planning Department through the zoning change process.

You may contact **Matthew Sigmon with Texas Land Maps at 713-298-9987** should you have any questions or concerns.

Thank you,

Matthew Sigmon
Texas Land Maps
713-298-9987
Matthew@texaslegalmedia.com



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-040 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to LO-2-B (Local Office) on eight parcels of land approximately 27.99 acres ± in size, more particularly described by Williamson Central Appraisal District Parcel R031590, R031591, R031592, R031594, R031595, R508113, R508114, and R508115; and addressed as 3250 Hero Way, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-040 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

10/20/2010 Annexation of the property adjacent to Hero Way

APPLICANT/AGENT:

Harmony Public Schools (Nihat Bayhan) on behalf of Gignac & Associates, LLP (Nick Gignac).

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Cory Dale, Planning

Attachments

1. Planning Analysis
2. Current Zoning Map
3. Future Land Use Map
4. Public Notice Map
5. Proposed Zoning Map
6. Aerial Map
7. Letter of Intent
8. Summary of Neighborhood Outreach



PLANNING ANALYSIS

ZONING CASE 21-Z-040
HARMONY PUBLIC SCHOOLS
3250 HERO WAY

GENERAL INFORMATION

Owner/Agent: Applicant/Agent: Harmony Public Schools (Nihat Bayhan) on behalf of Gignac & Associates, LLP (Nick Gignac).

Current Zoning: Interim SFR-1-B (Single-Family Rural) and ETJ (Extra Territorial Jurisdiction)

Proposed Zoning: LO-2-B (Local Office)

Size and Location: The properties are located at 3250 Hero Way, including approximately 27.99 acres within eight parcels.

Staff Contact: Cory Dale
Planner

APPLICANT REQUEST

The applicant has submitted a request for annexation concurrently with a change to the assigned zoning district for a portion of their site along Hero Way in order to build a public charter school in two phases. Phase 1 will consist of an elementary school while Phase 2 will expand to a middle/high school.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see pages 2 & 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 3*
- ☒ ☐ Does the proposal warrant any other special considerations? *see below*

SPECIAL CONSIDERATIONS

This property is subject to an annexation development agreement. Annexation of the property is required when the property redevelops. The annexation request (21-A-009) will be reviewed concurrently with the zoning request.

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	Interim SFR-1-B	Agriculture
EAST	Interim SFR-1-B PUD (SF)	Residential Palmera Ridge PUD
SOUTH	Interim SFR-1-B	Residential and undeveloped
WEST	HC-4-C HC-5-D	Undeveloped

SURROUNDING AREA:

This property is located approximately 3,300 feet east of the intersection of 183A and Hero Way and southwest of Palmera Ridge Section 6.

PHYSICAL AND NATURAL FEATURES:

This property contains two (2) large detention areas and a single home.

PROPERTY HISTORY:

Annexation and assignment of Interim zoning for front portion of project facing Hero Way per Ordinance 10-26-00 on 10/20/2010. Remaining portions of the property were kept ETJ with future annexation request and zoning per development agreement.

MAJOR CORRIDORS:

This property has access onto Hero Way.

TRANSPORTATION PLAN REQUIREMENTS:

This property includes ROW dedication along Hero Way along with a ten (10') sidewalk. At the time of Concept Plan Submittal, the applicant will submit either a Traffic Impact Analysis (TIA) or a fee in lieu of TIA as determined by the City Engineer. Per Transportation Master Plan, the proposed project will also include trails segments for both Brushy Creek Main Branch trail (west) and Old Sam Bass Trail (east).

EXISTING UTILITIES:

This property has access to a 12" water line at southwest corner of the tract within Hero Way ROW. The nearest waste water line is an 8" line, located approximately 580 feet west within the ROW of Hero Way.

CURRENT LAND USES:

This property is currently being used as single-family residence.

PROPOSED ZONING DISTRICT:**USE COMPONENT****LO – LOCAL OFFICE:**

Features: Office, assisted living, day care. Hours of operation: 7:00 a.m. to 10:00 Sun.-Thurs., 7:00 a.m. to 11:00 p.m. Fri. and Sat.

Intent: 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 collector 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.

SITE COMPONENT**TYPE 2:**

Features: Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO, LC, GC, HC, and HI use components when adjacent to residential districts and additional compatibility standards are warranted.

- (5) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT

TYPE B:

Features: Four (4) or more architectural features.

Intent:

- (1) The Type B architectural component is intended to be utilized for the majority of residential development except that which is intended as a Type A architectural component.
- (2) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions.
- (3) This component may be utilized to raise the building standards and help ensure compatibility for non-residential uses adjacent to property that is more restricted.
- (4) This component is intended for the majority of the LO and LC use components except those meeting the intent of the Type A or C architectural components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy;
- Provide new Commercial development opportunity;
- Prioritize commercial growth through the use of zoning

Applicable Future Land Use categories

EMPLOYMENT CENTER

- The Employment Center future development category is for primary jobs and business in strategic locations. These areas are intended for regional-serving employment in planned campus-like environments for office, research, medical, manufacturing, light industrial, warehouse, and heavy commercial uses. To remain competitive in today's corporate marketplace, contemporary workforce-supporting elements such as amenities, retail and high-density residential are also encouraged in an integrated development pattern.

The Employment Center area is focused on meeting the plan goals of an attractive, high-quality business environment for investors to bring to Leander and grow/diversify the tax base. It complements other nearby regional mixed-use areas, but provides opportunities for larger-footprint, single-tenant buildings that can accommodate numerous employees. These areas may be developed with an auto-oriented, traditional character, or in a mixed-use urban design. In a planned environment, upper-story vertical mixed-residential is encouraged along with limited, integrated high-density residential-only buildings. Such scenarios should be tightly regulated to ensure the proper mix.

Desired Mix: 80-100% Non-Residential, 0-20% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 8/02/2021. No changes were made to the project since the development meeting was held.

NOTIFICATION

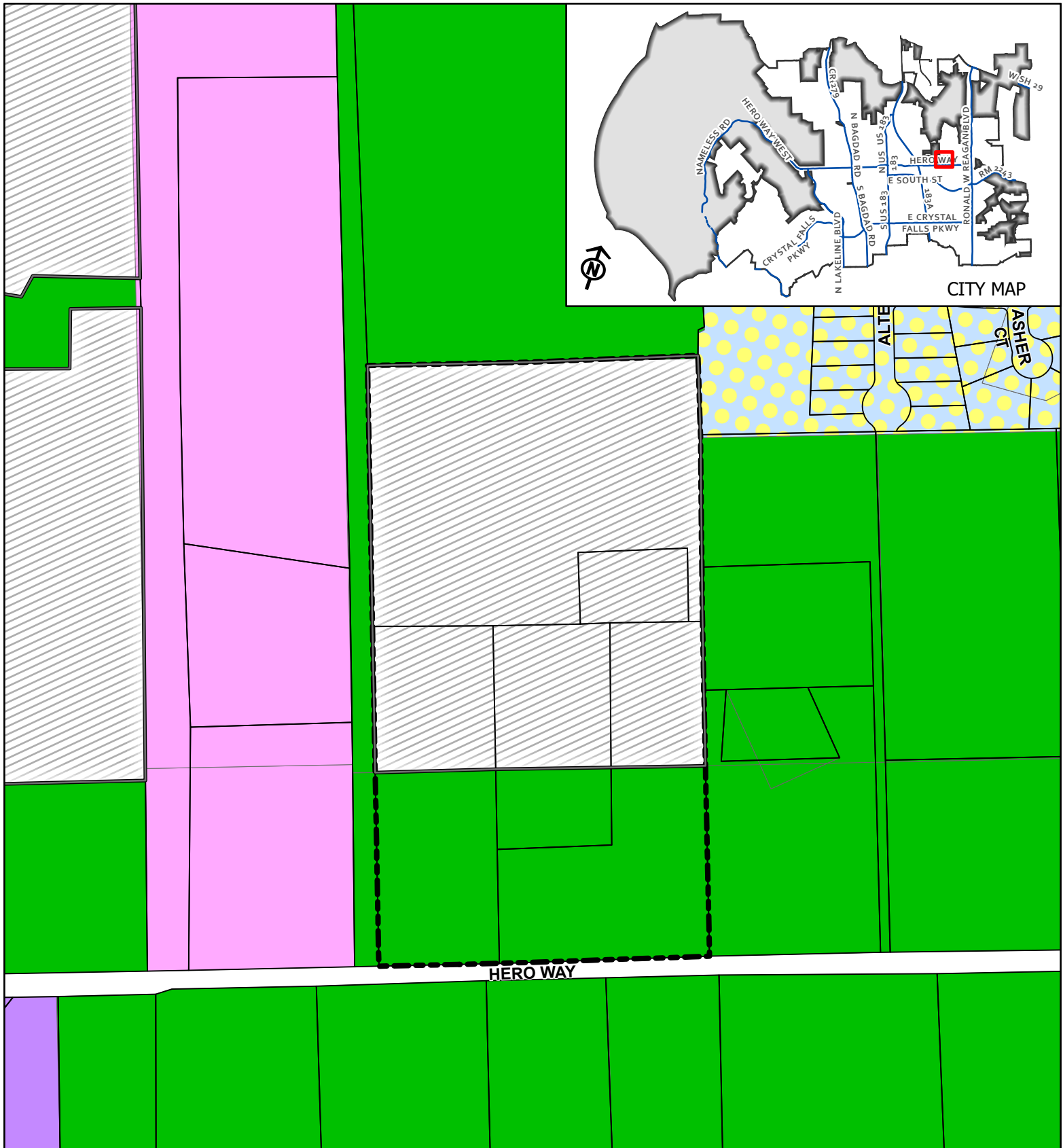
1/06/2022 - Public Notice on Hill Country News
1/12/2022 - Mail Notification to Property Owners within 200'
1/12/2022 - Public Hearing Signage Posted on Property
1/27/2022 - Planning and Zoning Commission Public Hearing
2/17/2022 - City Council Public Hearing & First Reading of the Ordinance
3/03/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

Notices were mailed by City staff to all property owners within 200 feet. Neighborhood outreach information per applicant within packet as attachment 8.

APPROVAL CRITERIA:

The zoning request of LO-2-B is in line with the zoning suitability outlined per the 2020 Leander Comprehensive Master Plan. The proposed use is compatible with both adjoining neighborhood of Palmera Ridge, agricultural homesteads in the area and future commercial to the west. Staff will note the school proposal is compatible with the current Interim SFR-1-B zoning as well as the remaining ETJ designation and encourages the uniform zoning for the eight tracts within the project.



CASE: 21-Z-040

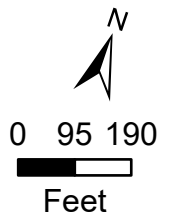
ATTACHMENT #2

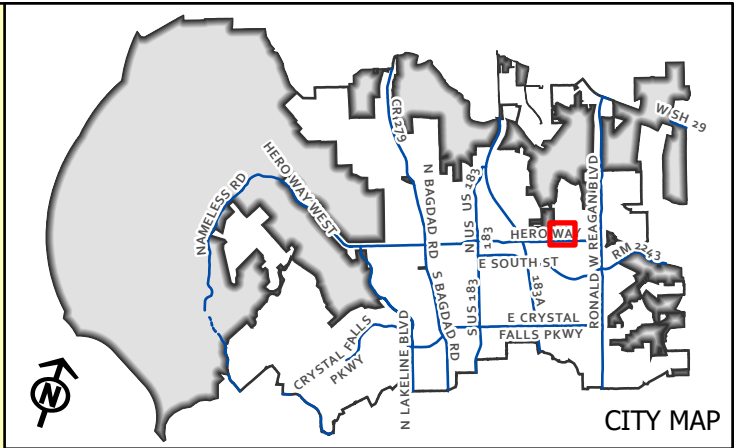
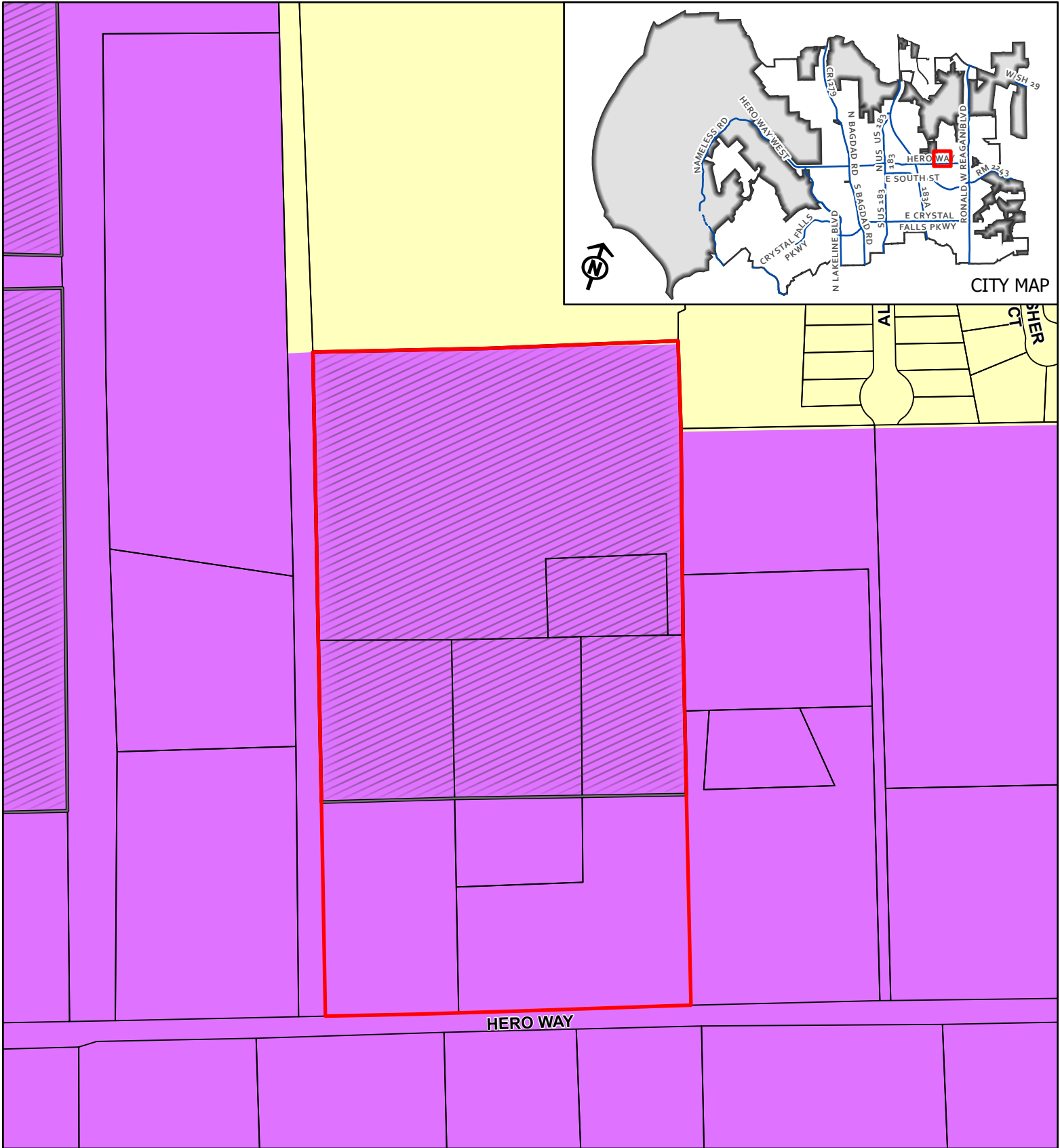
HARMONY PUBLIC
SCHOOLS

Current Zoning 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
-  Leander ETJ
-  Subject Area
-  SFR - Single-Family Rural
-  HC - Heavy Commercial
-  HI - Heavy Industrial
-  PUD - Single-Family





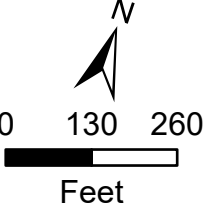
CASE: 21-Z-040

ATTACHMENT #3

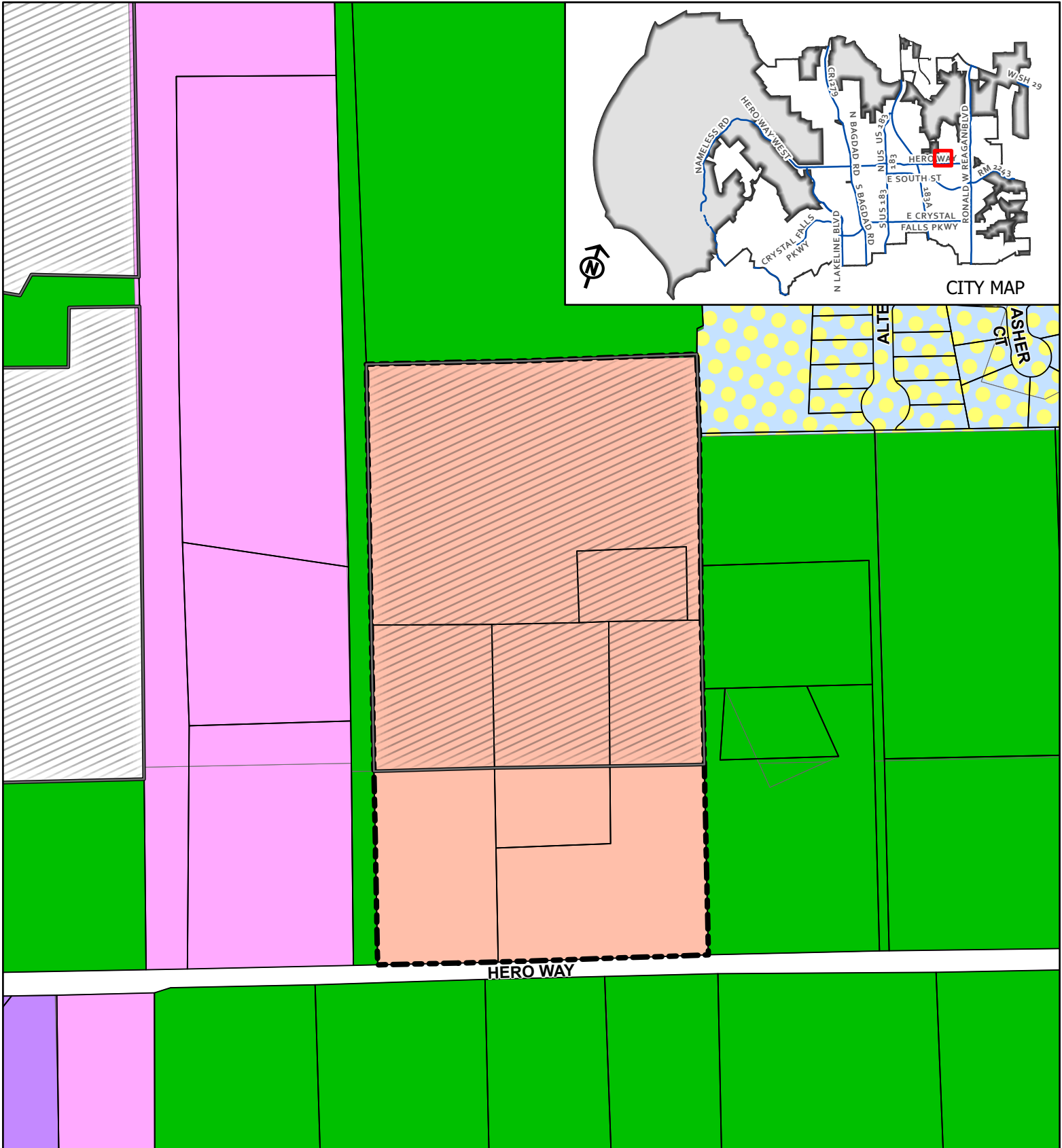
HARMONY PUBLIC SCHOOLS

Future Land Use Map

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



- Leander City Limits
- Leander ETJ
- Subject Area
- Employment Center
- Neighborhood Residential



CASE: 21-Z-040

ATTACHMENT #5

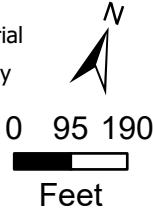
HARMONY PUBLIC SCHOOLS

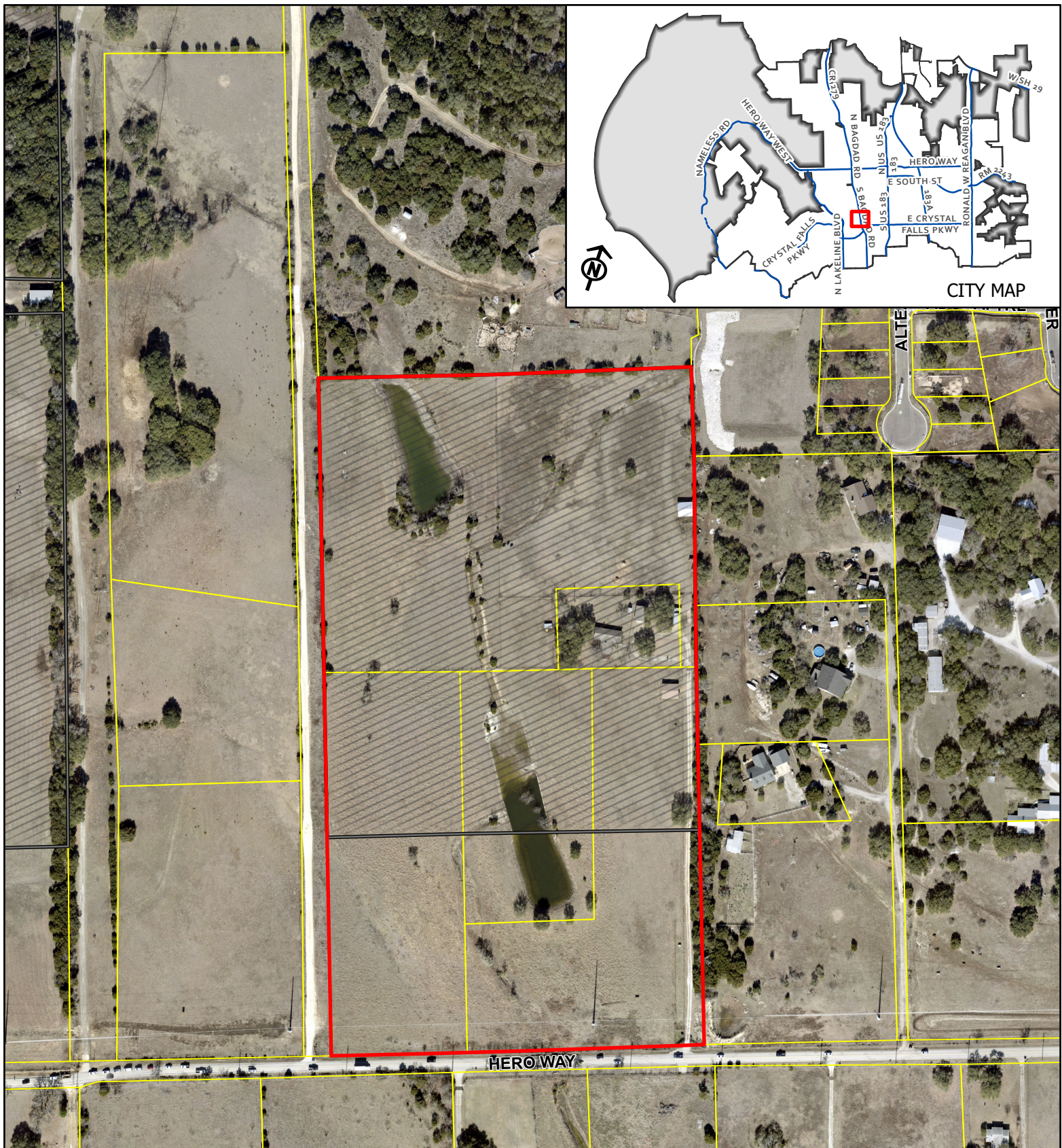
Proposed Zoning Map

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
- Leander ETJ
- Subject Area

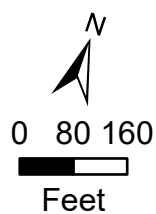
- SFR - Single-Family Rural
- LO - Local Office
- HC - Heavy Commercial
- HI - Heavy Industrial
- PUD - Single-Family





CASE: 21-Z-040

Aerial Map



-  Leander City Limits
 Leander ETJ
 Subject Area



Dr. Nihat Bayhan
Deputy Superintendent of Operations and Business
nbayhan@harmonytx.org

9321 W Sam Houston Pkwy S
Houston, Texas 77099
(713) 343-3333

October 7, 2021

Robin Griffin, Planning Director
City of Leander
201 N. Brushy Street
Leander, Texas 78641

Re: Letter of Intent for Zoning Change Application by Harmony Public Schools, a Texas non-profit corporation ("Harmony"), relating to Tracts Located at 3250 Hero Way in the ETJ and Corporate Limits of the City of Leander, Texas

Ms. Griffin:

On behalf of Harmony, and in connection with our related application for voluntary annexation of certain tracts, please accept this letter as our formal request for a change in zoning designation to "LO-2-B" for the following tracts, all of which are contiguous and are, or will be, located within the corporate limits of the City of Leander:

<u>Tax Parcel ID No.</u>	<u>Approximate Land Area</u>	<u>Current Zoning</u>
R031590	2.502 acres	(ETJ)
R031591	2.389 acres	(ETJ)
R031592	1.972 acres	(ETJ)
R031594	12.214 acres	(ETJ)
R031595	1.000 acres	(ETJ)
R508113	3.280 acres	SFR-1-B
R508114	1.273 acres	SFR-1-B
R508115	4.395 acres	SFR-1-B

Harmony understands that any land annexed into the City of Leander shall be temporarily zoned "SFR-1-B" upon annexation. It is Harmony's intent that all tracts referenced in this letter be rezoned to "LO-2-B" as soon as possible.

Overall, the property is rectangular in shape and contains approximately 27.99 acres of land. It is located to the north of Hero Way, with approximately 821 feet of frontage on Hero Way. Based

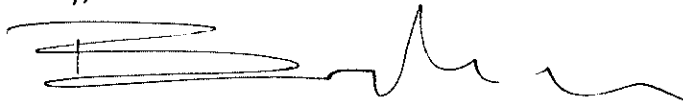
Harmony Public Schools – 3250 Hero Way
October 7, 2021
Page 2

on Harmony's investigation, the property is bordered on all sides by undeveloped tracts or low-density residential property. The northeast corner of the property abuts certain land located within a residential subdivision but designated as a greenspace and not intended for future residential development.

The proposed development of the property consists of a two-phase project to be owned and operated by Harmony as an open-enrollment public charter school. Phase 1 will consist of an elementary school and Phase 2 will consist of a middle/high school. Once completed, Harmony expects the entire campus to serve approximately 1500 students.

Please let me know if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nihat Bayhan', with a stylized flourish at the end.

Dr. Nihat Bayhan
Harmony Public Schools

Enclosures

1. Zoning Change Application & Checklist
 - a. Exhibits to Zoning Change Application, as applicable
2. Check for Payment of the Application Fee

cc: Mehmed Milanovic, Harmony Public Schools
Nick Gignac, Gignac & Associates LLP
Matthew Rector, Halff Associates, Inc.
Ryan Bledsaw, Hunton Andrews Kurth LLP

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.

Harmony's attorney sent letters by certified mail to all property owners and HOA within 500' on 11/10/21. The names and address are included in the spreadsheet attached to this application. The letters provided (a) information about the project and Harmony, (b) contact information for the project architect N.Gignac to answer any specific questions, and (c) notice of a meeting to be held on Monday 11/15/21 via Zoom conferencing and conference call, including a link and telephone number to join that meeting. The meeting was attended by residents M.Avala, V.Mahendru, G.Herman, and Mr. or Ms. Hoskins, and by Harmony representatives E.Caglar, M.Milanovic, N.Gignac, and R.Bledsaw

2. Who was notified (i.e. property owners, HOA, etc)? The HOA and/or a representative if there is no organized HOA must be contacted, if applicable. Provide a separate sheet listing the contact information used including the names and addresses of the individuals.

Please see spreadsheet included with this application. Certified letters were sent to every name and mailing address listed in the spreadsheet (please disregard the font color and headers used for our organizational purposes).

Contact information for the Harmony team was included in the certified letters, so we will update our application if any further comments are received.

3. What concerns were raised during these communications?

The 11/15/21 meeting yielded approximately 40 minutes of conversation with residents. Questions included: (1) What is the project timeline? (2) What is the current zoning designation and what new designation is being requested? (3) Has TxDOT made any impositions on the property? (4) From what locations will Harmony draw water and sewer service? (5) Is Harmony supportive of residential development in the immediate area?

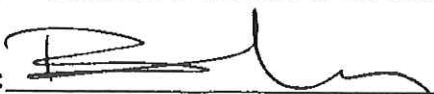
Some residents expressed supportive opinions about the Harmony project, including both the design features and educational opportunities.

No negative opinions were expressed. Residents asked whether Harmony would support additional residential development, and Harmony said yes.

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

None. Primarily, residents wanted to discuss what types of development Harmony would support in the area. Harmony noted that it has built schools in a variety of areas statewide. More residential development is always helpful, and a mixture of various residential and commercial uses is typical. When a resident asked what zoning designation Harmony desired, Harmony answered "LO" and the feedback received seemed to be only positive.

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

Signature: 

Date 11/16/2021



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-041 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to GC-3-C (General Commercial) on two parcels of land approximately 22.039 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R031358 and R602142; and addressed as 8622 183A Toll Road, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-041 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

01/17/2013 Annexation

APPLICANT/AGENT:

SEC Planning, LLC on behalf of Shri Vaamana Estates, LLC.

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Justin, Planner

Attachments

1. Planning Analysis
2. Current Zoning Map
3. Future Land Use Map
4. Public Notice Map
5. Proposed Zoning Map
6. Aerial Map
7. Letter of Intent
8. Neighborhood Outreach Summary



PLANNING ANALYSIS

ZONING CASE 21-Z-041
CREEKSIDE COMMONS COMMERCIAL
8622 183A TOLL RD

GENERAL INFORMATION

Owner/Agent: SEC Planning, LLC on behalf of Shri Vaamana Estates, LLC

Current Zoning: Interim SFR-1-B (Single-Family Rural)

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

Size and Location: Located on two parcels of land approximately 22.039 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R031358 and R602142; and addressed as 8622 183A TOLL RD, Leander, Williamson County, Texas.

Staff Contact: Justin Hunt
Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property in order to develop 22 acres with a mix of commercial and office in an attempt to provide employment, retail and service opportunities of a destination variety with strong vehicular accessibility from 183-A Toll Road.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☐ ☒ Does the proposal warrant any other special considerations?

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	PUD	PEC Data Center
EAST	Interim SFR-1-B SFR-1-B	Generation Church- Single-Family Premier Athletic Complex- Commercial
SOUTH	Interim SFR-1-B	Undeveloped
WEST	183-A Toll Road PUD GC-3-A	Toll Road Leander Springs PUD- Undeveloped Parkside Village - Undeveloped

SURROUNDING AREA:

This property is located south of the PEC PUD and future PEC Data Center, and located to the East is Generation Church and Premier Athletic Complex. This parcel is located north of a single-family zoned parcel that is undeveloped. Directly adjacent to 183-A Toll Road to the east, the property is across from future developments like Leander Springs and Parkside Village.

PHYSICAL AND NATURAL FEATURES:

This property contains scattered trees and a pond. From satellite imagery you can notice some drainage patterns across the open land. The land slopes to the rear of the property having the front of the property adjacent to 183-A Toll Road at a higher grade.

PROPERTY HISTORY:

This property was annexed into the City of Leander on January 17, 2013.

MAJOR CORRIDORS:

This property has access onto 183-A Toll Road.

TRANSPORTATION PLAN REQUIREMENTS:

This property includes 183-A Toll Road and sidewalk improvements.

The table below includes the proposed streets within the development. These streets have not been reviewed and are subject to change during the review process.

STREET	CLASSIFICATION	LAND USE CONTEXT	DESIGN ELEMENTS
183-A Toll Road	Toll Road	Access Controlled	400' ROW Access Controlled 10' sidewalk

EXISTING UTILITIES:

This property has access to water from a 12" and 8" on the west side of 183-A Toll Road or from an 8" along E. Woodview Drive.

This Property has closest access to an 8" wastewater line through the Stewart's crossing.

CURRENT LAND USES:

This property is currently undeveloped.

PROPOSED ZONING DISTRICT:**USE COMPONENT****GC – GENERAL COMMERCIAL:**

Features: Any use in LC plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 sq. ft.

Intent: Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

SITE COMPONENT

TYPE 3:

Features: Accessory buildings up to 30% of primary building; accessory dwellings; drive-thru service; limited outdoor display and storage; outdoor fueling and washing of vehicles; overhead service doors, no indoor parking required.

Intent:

- (1) A Type 3 site component is intended to be utilized with LO and LC use components where adjacent to less restricted districts to provide for a land use transition.
- (2) 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.
- (3) This component is intended to be combined with LO, LC, GC, HC and HI components where it is appropriate to utilize the outdoor site area for outdoor fuel sales, limited outdoor display and storage or accessory buildings.
- (4) Compliance with Type 1 or 2 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT

TYPE C (non-residential only):

Features: 3 or more architectural features.

Intent:

- (1) The Type C architectural component is intended to be utilized only in the LO, LC, GC, HC and HI use components for intermediate quality development.
- (2) Combined with appropriate use and site components, this component can help to provide for harmonious land use transitions from districts that are less restricted to districts that are more restricted.
- (3) This component is not intended for the majority of the LO and LC use components except those that may be adjacent to less restricted districts.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories

MULTI-USE CORRIDOR

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

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

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

DESIRED MIX: 40-60% Non-Residential, 0-40% Residential

COMPATIBLE ZONING: SFT, TF, CH LO, LC, GC (Priority Corridors*), PUD

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 type 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.

COMPATIBLE ZONING: SFR, SFE, SFS, SFU, SFC, SFL, SFT, TF, CH, NR, PUD

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by City Staff.

SCHEDULE:**DEVELOPMENT MEETING**

A development meeting was held with Staff on 09/27/2021. No changes have been made to the project since the development meeting was held:

NOTIFICATION

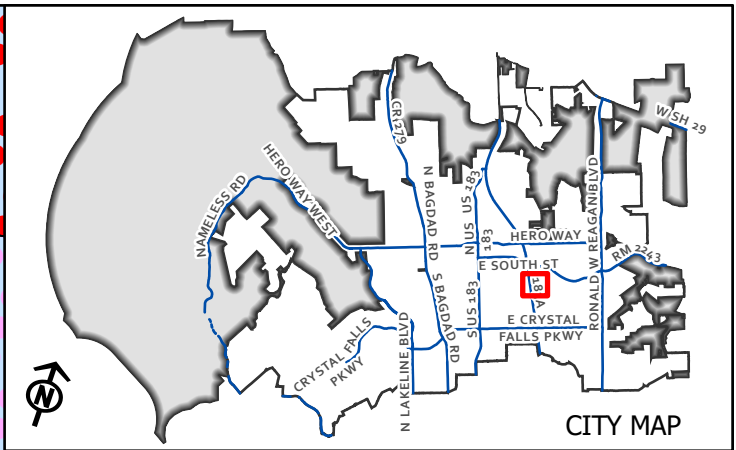
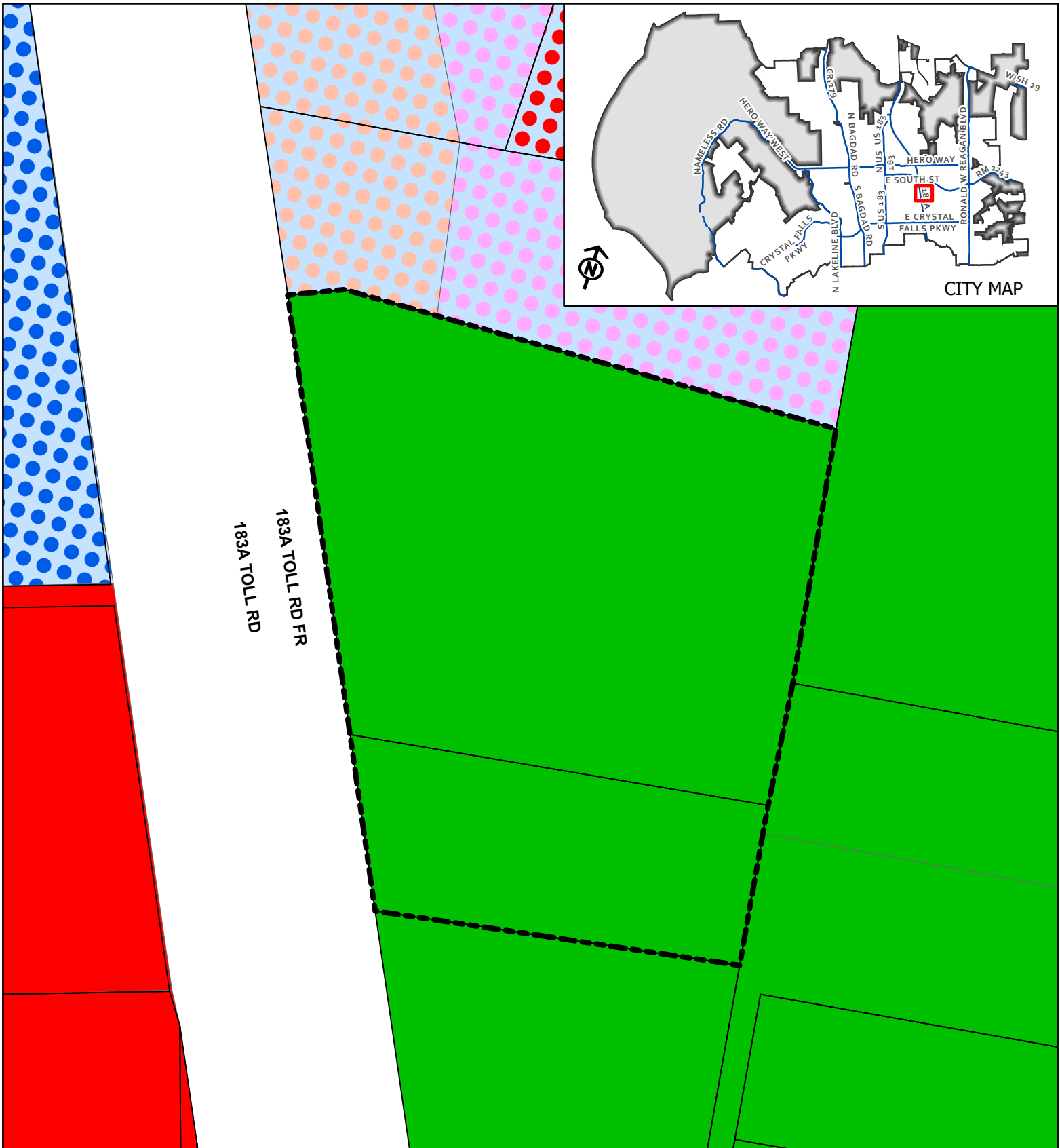
12/30/2021 - Public Notice on Hill Country News
 01/05/2022 - Mail Notification to Property Owners within 200'
 01/05/2022 - Public Hearing Signage Posted on Property
 01/27/2022 - Planning and Zoning Commission Public Hearing
 02/17/2022 - City Council Public Hearing & First Reading of the Ordinance
 03/03/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent reached 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' were also contacted. A full report is included with your packet.

APPROVAL CRITERIA:

The proposed zoning district would allow for commercial uses at this location. This zoning request is consistent with the future land use map category of Priority Multi-Use Corridor along a priority corridor and is compatible with the surrounding land uses.



CASE: 21-Z-041

ATTACHMENT #2

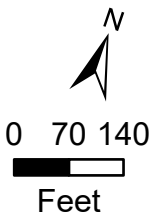
CREEKSIDE COMMONS

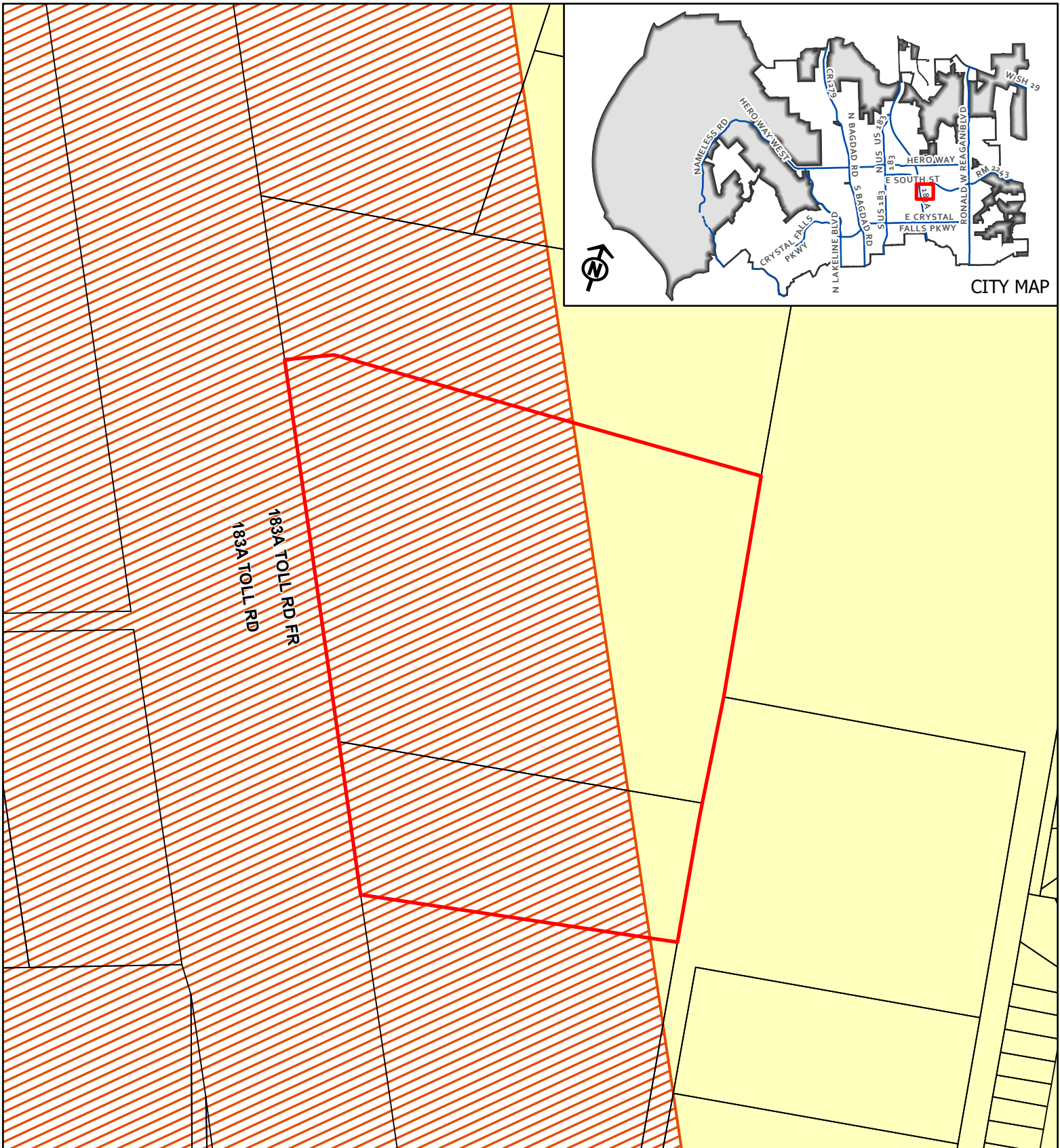
Current Zoning Map

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
- Leander ETJ
- Subject Area
- SFR - Single-Family Rural
- GC - General Commercial

- PUD - Mixed Use
- PUD - Local Office
- PUD - General Commercial
- PUD - Heavy Commercial





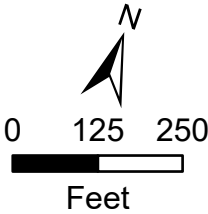
CASE: 21-Z-041

ATTACHMENT #3

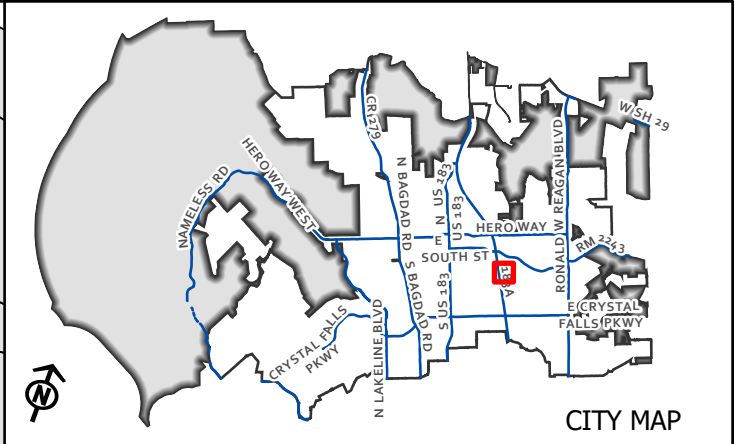
CREEKSIDE COMMONS

Future Land Use Map

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



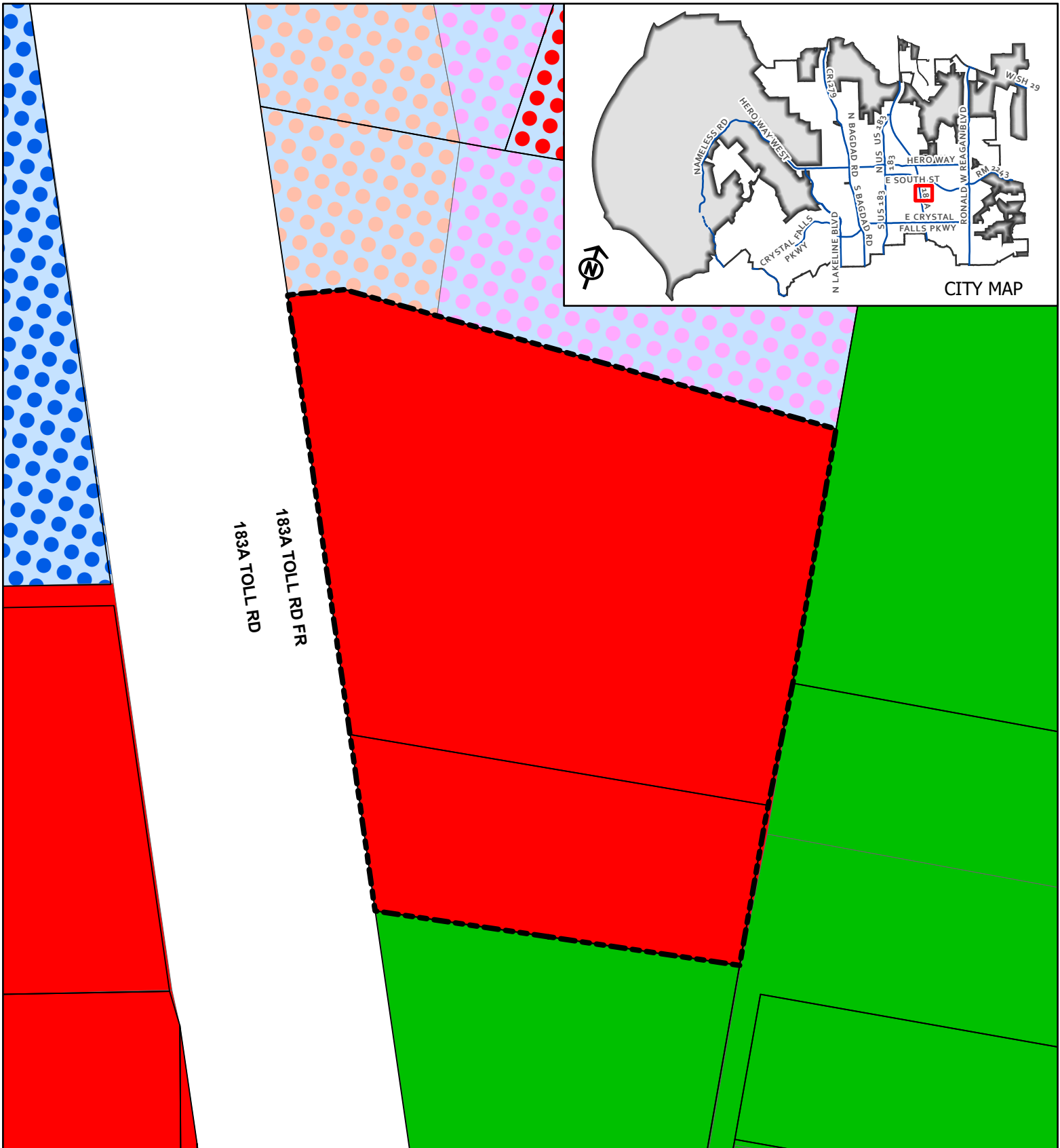
- Leander City Limits
- Leander ETJ
- Subject Area
- Greenway
- Multi-Use Corridor - Priority Corridor
- Neighborhood Residential



CREEKSIDE COMMONS

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.

-  Subject Area
 200' Buffer
 500' Buffer
 Leander City Limits
 ETJ



CASE: 21-Z-041

ATTACHMENT #5

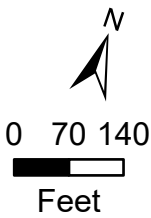
CREEKSIDE COMMONS

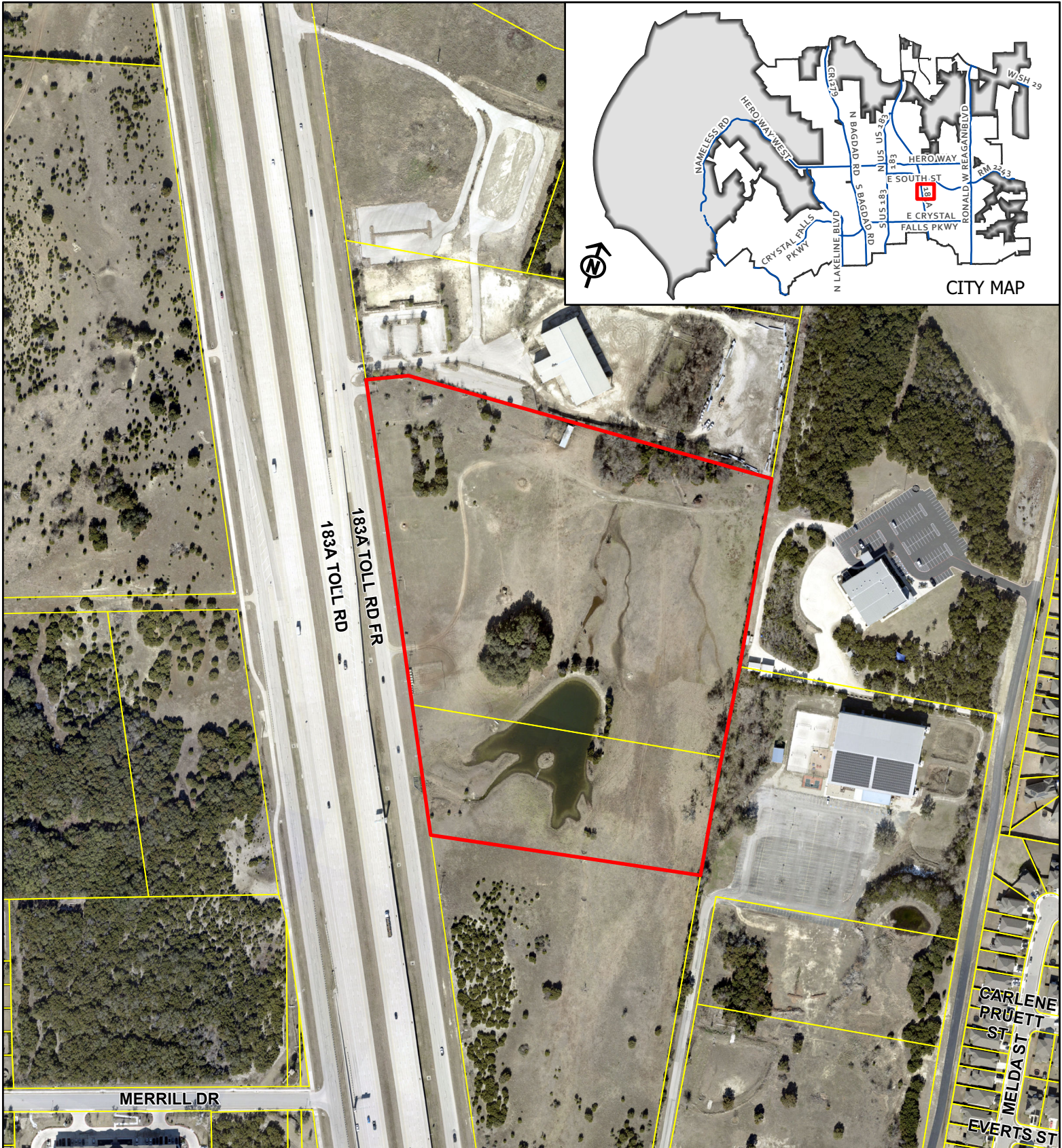
Proposed Zoning Map

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
- Leander ETJ
- Subject Area
- SFR - Single-Family Rural
- GC - General Commercial

- PUD - Mixed Use
- PUD - Local Office
- PUD - General Commercial
- PUD - Heavy Commercial





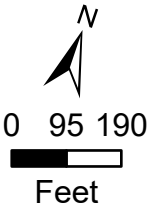
CASE: 21-Z-041

ATTACHMENT #6

CREEKSIDE COMMONS

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
- Leander ETJ
- Subject Area



December 16, 2021

City of Leander Planning Department
Pat Bryson Municipal Hall
201 N. Brushy Street
Leander, TX 78641

Re: Creekside Commons Letter of Intent

The 183-A tract is a 22.039 acre tract of land located within the City of Leander located approximately ½ mile south of the intersection of US 183-A and F.M. 2243. It is the Applicant's intent and request to rezone the entire 22.0 acres with a mix of commercial and office. Please see the included Requested Zoning Exhibit for an illustrative depiction of the requested zoning district.

This tract is conveniently located in the northeast portion of the City with convenient access fronting Highway 183-A. Along with strong access from this major roadway, the property is in close proximity to future commercial/mixed use developments, utilizing preferred city zoning per the Future Land Use Map. The requested rezoning request will provide employment, retail and service opportunities of a destination variety with strong vehicular accessibility from 183-A.

Current site conditions are also favorable for the vision of a higher intensity development. The property consists of gently sloping pasture lands with pockets of tree coverage and an existing water body which the applicant intends to preserve to the best of their ability.

Thank you for your consideration of this zoning change request. The Applicant believes this location has the potential to help meet service and employment goals for Leander.

Sincerely,

Gary Jueneman

Gary Jueneman
Sr. Project Manager

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.

A letter detailing the Applicant's zoning change intent were mailed to property owners located within 500' of the Subject Tract on November 29, 2021. The letter was from Rahul Kundavaram and included contact for Rahul as well as Uday Vadapalli for response and comments. As the letters were just mailed, no response has been received to date.

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.

No HOA exists within the 500' boundary of the tract. Property owners per WCad were notified directly via the above referenced letter. A list of contacts is included as well as copies of each envelope sent.

3. What concerns were raised during these communications?

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

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

Signature: Gary Jueneman Date December 3, 2021



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-043 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to GC-2-B (General Commercial) on five parcels of land approximately 33.911 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R555235, R555246, R031297, R555247, R031279; and addressed as 2957, 3345, 3549, & 3919 Hero Way, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-043 as described above.

BACKGROUND:

This request is the first step in the zoning process.

HISTORY/TIMELINE:

09/03/2020 – Denied Zoning Case 19-Z-023 District 2243 PUD

10/21/2021 – These parcels were previously included in Zoning Case 21-Z-027 and removed for the 2nd City Council meeting.

APPLICANT/AGENT:

Bleyl Engineers (Steve Ihnen) on behalf of Vivek Mahendru, MD and Lisa Mahendru.

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Michael Chenausky AICP, Planner

Attachments

1. Planning Analysis
2. Current Zoning
3. Future Land Use Map
4. Public Notice Map
5. Proposed Zoning Map
6. Aerial Map
7. Letter of Intent
8. Neighborhood Outreach



PLANNING ANALYSIS

ZONING CASE 21-Z-043 M RANCH #2

GENERAL INFORMATION

Owner/Agent: Bleyl Engineering (Steve Ihnen) on behalf of Vivek Mahendru, MD and Lisa K Mahendru.

Current Zoning: Interim SFR-1-B (Single-Family Rural)

Proposed Zoning: GC-2-B (General Commercial)

Size and Location: The property is located at 2957, 3345, 3549, & 3919 Hero Way, including approximately 33.911 acres.

Staff Contact: Michael Chenausky AICP,
Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property in order to develop approximately 33.911 acres of commercial along the frontage of Hero Way.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 5*
- ☐ ☒ Does the proposal warrant any other special considerations?

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	Interim SFR-1-B, GC-3-C	Large lot residential and gas station c-store
EAST	Interim SFS-2-B, Interim SFR-1-B	Large lot residential and undeveloped.
SOUTH	Interim SFR-1-B, GC- 2-B	Undeveloped large lot residential and commercial.
WEST	Interim SFR-1-B,	Large lot residential, existing commercial and undeveloped land.

SURROUNDING AREA:

The subject area is located at the south west corner of Hero Way and Ronald W. Reagan Blvd. The majority of the surrounding area includes interim zoning with large lot residential uses and undeveloped land.

The properties to the west are located within the Employment Center of the Future Land Use Map, which allows commercial development ranging from small scale Local Office to Heavy Commercial zoning districts.

Properties to the east are majority located in the Activity Center, which allows some residential and majority commercial development with the exception of Heavy Commercial. Properties to the north and south include both Employment Center and Activity Center.

PHYSICAL AND NATURAL FEATURES:

The subject area contains un-platted parcels which will need to be platted as the area develops. The subject area contains significant tree cover and will be subject to the City's tree preservation and mitigation requirements.

PROPERTY HISTORY:

The parcels R031279 at the southwest corner of Hero Way and Ronald W. Reagan Blvd. was annexed 3/23/2005 with the remaining parcels annexed 1/20/2016.

PREVIOUS ZONING CASES:

The following zone cases were previously submitted for this property:

- 19-Z-023 requested a zone change from Interim SFR-1-B (Single-Family Rural) to PUD (Planned Unit Development) with the following base zoning districts: SFE-2-A (Single-Family Estate), TF-2-A (Two-Family), CH-2-A (Cottage Housing), NR-2-A (Neighborhood Residential), MF-2-A (Multi-Family), and GC-3-B (General Commercial) and was denied on 09/03/2020.
- 21-Z-027 requested a zone change from Interim SFR-1-B (Single-Family Rural) to GC-2-B (General Commercial) and SFT-2-B (Single-Family Townhouse). The zoning request was later altered to remove the residential component along with parcels associated with this application.

MAJOR CORRIDORS:

The parcels have access onto Hero Way and Ronald W. Reagan Blvd.

TRANSPORTATION PLAN REQUIREMENTS:

The table below includes the proposed streets within the development. These streets have not been reviewed and are subject to change during the review process.

STREET	CLASSIFICATION	LAND USE CONTEXT	DESIGN ELEMENTS
Hero Way	Arterial	Employment Center Corridor	400' ROW 10' sidewalk
Ronald W. Reagan Blvd.	Arterial	Priority Multi-Use Corridor	400' ROW 10' sidewalk

SUBDIVISIONS:

The following subdivision cases were previously submitted for this property:

- No prior subdivision cases.

EXISTING UTILITIES:

The water and wastewater lines will need to be extended to the perimeter of the subject area as each parcel develops.

CURRENT LAND USES:

This property is currently being used as large lot residential and undeveloped land.

PROPOSED ZONING DISTRICT:

USE COMPONENT**GC – GENERAL COMMERCIAL:**

Features: Any use in LC plus bar, nightclub, entertainment venues, hospital, hotel, liquor store, office/warehouse, vehicle and equipment sales, leasing and repair, furniture sales, pet shop, wholesale activities less than 3,500 sq. ft.

Intent: Development of small to large scale commercial, retail, and commercial service uses located in high traffic areas. Access to this component should be provided by an arterial street. The heaviest concentration of this component should be located at intersections of arterial streets.

SITE COMPONENT**TYPE 2:**

Features: Accessory buildings greater of 10% of primary building or 120 sq. ft.; accessory dwellings for SFR, SFE and SFS; drive-thru service lanes; uses not to exceed 40,000 sq. ft.; multi-family provides at least 100% of units with an enclosed garage parking space.

Intent:

- (1) The Type 2 site component may be utilized with non-residential developments that are adjacent to a residential district or other more restrictive district to help reduce potential negative impacts to the more restrictive district and to provide for an orderly transition of development intensity.
- (2) The Type 2 site component is intended to be utilized for residential development not meeting the intent of a Type 1 site component and not requiring the additional accessory structure or accessory dwelling privileges of the Type 3 site component.
- (3) This component is intended to be utilized with the majority of LO and LC use components except those that meet the intent of the Type 1 or Type 3 site component or with any use requiring drive-through service lanes.
- (4) This component is intended to be utilized with LO, LC, GC, HC, and HI use components when adjacent to residential districts and additional compatibility standards are warranted.
- (5) This component is generally not intended to be utilized with HC and HI use components except where such component is adjacent to, and not adequately buffered from, residential districts or other more restricted districts, and except as requested by the land owner.
- (6) Compliance with Type 1 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE B:**

Features: 4 or more architectural features.

Intent:

- (1) The Type B architectural component is intended to be utilized for the majority of residential development except that which is intended as a Type A architectural component.
- (2) Combined with appropriate use and site components, this component is intended to help provide for harmonious land use transitions.
- (3) This component may be utilized to raise the building standards and help ensure compatibility for non-residential uses adjacent to property that is more restricted.
- (4) This component is intended for the majority of the LO and LC use components except those meeting the intent of the Type A or C architectural components.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories**ACTIVITY CENTER**

- Activity Center areas are the major strategic commercial centers within the community. They are intended to provide opportunity for diverse retail, employment and mixed-use destinations at critical intersections to create dense, value-intense development. These centers are regional in nature and serve a population

beyond Leander, and are found on major highways and arterials. Managing access and traffic in these high-volume areas will require planning and coordination.

In a changing retail environment, Activity Centers are designed to become community destinations with activities, amenities, shopping, restaurants and places to gather, live and work. These mixed-use centers complement neighborhood centers and the urban development around Leander Station. Individually, these centers are expected to have a differing balance of land use, design, and atmosphere based on their location and context. High-density apartments and lofts are appropriate if designed and connected to the larger mixed-use center.

The Activity Center land use is intended to be implemented using a strategically planned framework, typically a PUD. When multiple landowners exist without a unified development scheme, proposed projects should plan for future integration to balance the activity center area as much as possible.

Desired Mix: 70-100% Non-Residential, 0-30% Residential

EMPLOYMENT CENTER

- The Employment Center future development category is for primary jobs and business in strategic locations. These areas are intended for regional-serving employment in planned campus-like environments for office, research, medical, manufacturing, light industrial, warehouse, and heavy commercial uses. To remain competitive in today's corporate marketplace, contemporary workforce-supporting elements such as amenities, retail and high-density residential are also encouraged in an integrated development pattern.

The Employment Center area is focused on meeting the plan goals of an attractive, high-quality business environment for investors to bring to Leander and grow/diversify the tax base. It complements other nearby regional mixed-use areas, but provides opportunities for larger-footprint, single-tenant buildings that can accommodate numerous employees. These areas may be developed with an auto-oriented, traditional character, or in a mixed-use urban design. In a planned environment, upper-story vertical mixed-residential is encouraged along with limited, integrated high-density residential-only buildings. Such scenarios should be tightly regulated to ensure the proper mix.

Desired Mix: 80-100% Non-Residential, 0-20% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 11/08/2021. The following changes were made to the project since the development meeting was held:

- The development meeting included 14 separate parcels, this request includes 5 parcels.

The following ordinance changes occurred following the development meeting which may have impacted this project.

- No ordinance changes have occurred.

NOTIFICATION

12/30/2021 - Public Notice on Hill Country News

01/05/2022 - Mail Notification to Property Owners within 200'

01/05/2022 - Public Hearing Signage Posted on Property

01/27/2022 - Planning and Zoning Commission Public Hearing

02/17/2022 - City Council Public Hearing & First Reading of the Ordinance

03/03/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent reached 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' were also contacted.

See Attachment 8, the applicant reached out to approximately 16 surrounding property owners.

- No concerns noted.

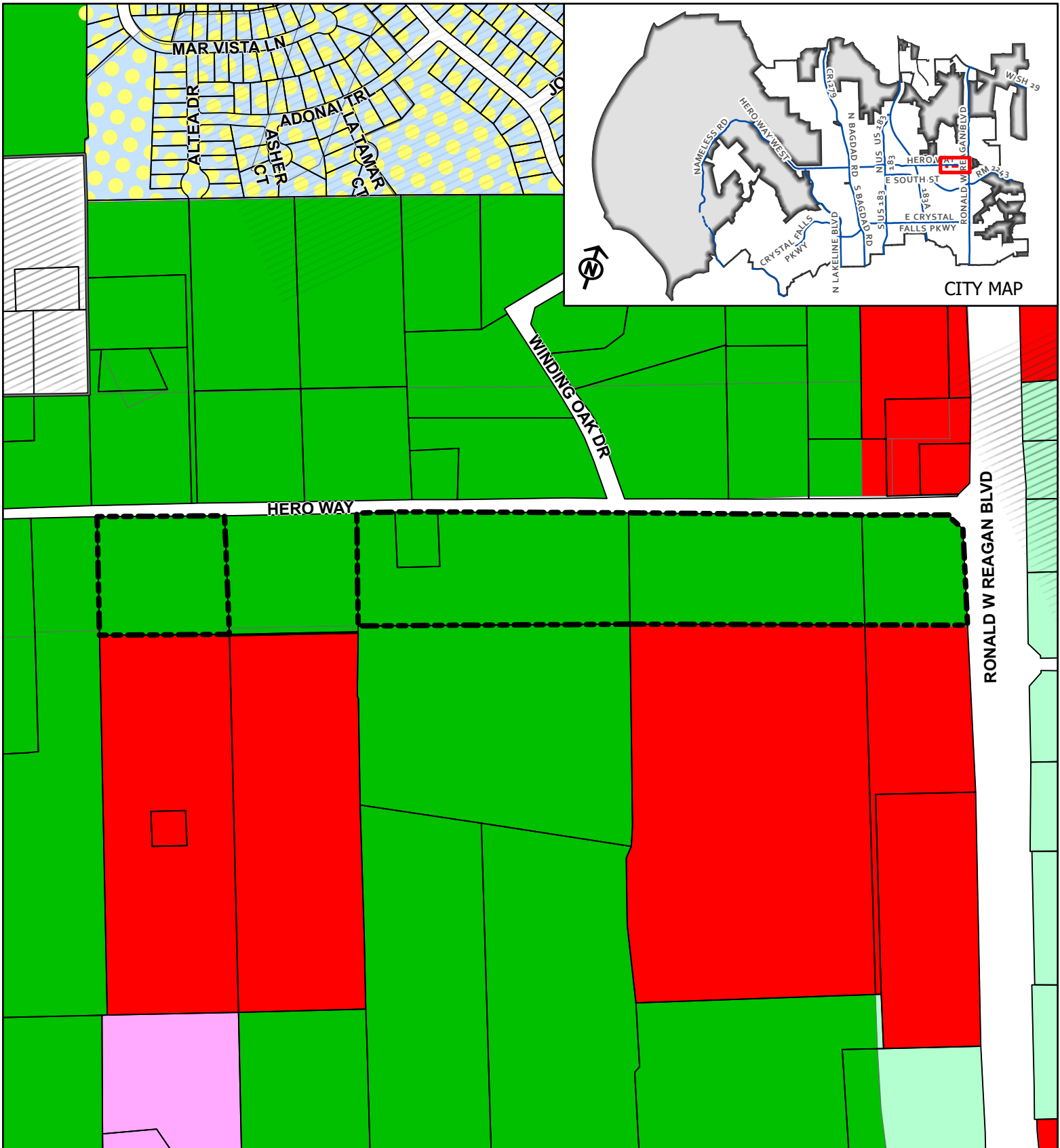
The following changes were made to address issues discussed.

- No changes noted.

Please see the full report from the applicant attached.

APPROVAL CRITERIA:

The subject area is currently made up of interim zoning districts which were applied at the time of annexation. The Future Land Use map designates this area as Employment Center and Activity Center. Activity Centers are meant to be community destinations that include activities, amenities, shopping, restaurants, and places to live, work and play.



CASE: 21-Z-043

ATTACHMENT #2

M RANCH #2

Current Zoning 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

Leander ETJ

Subject Area

SFR - Single-Family Rural

SFS - Single-Family Suburban

LC - Local Commercial

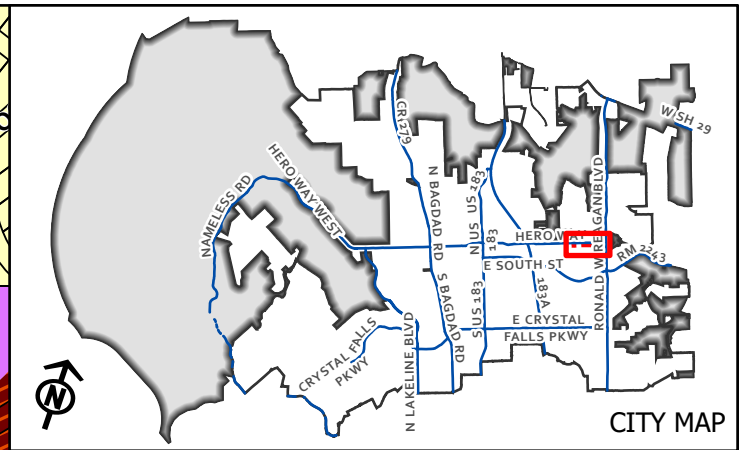
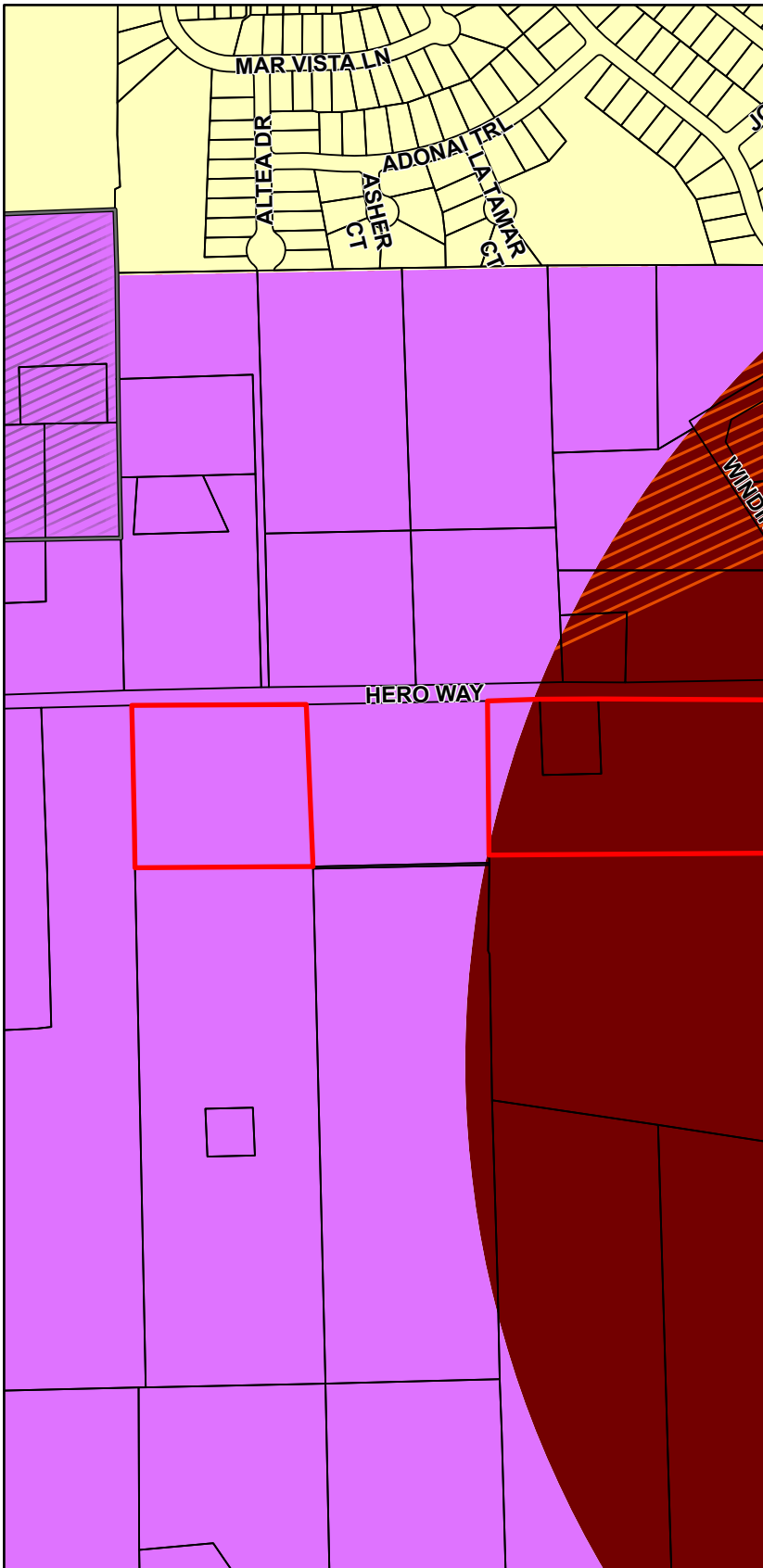
GC - General Commercial

HC - Heavy Commercial

PUD - Single-Family

PUD - Mixed Use

N
0 162.325
Feet



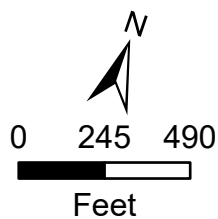
CASE: 21-Z-043

ATTACHMENT #3

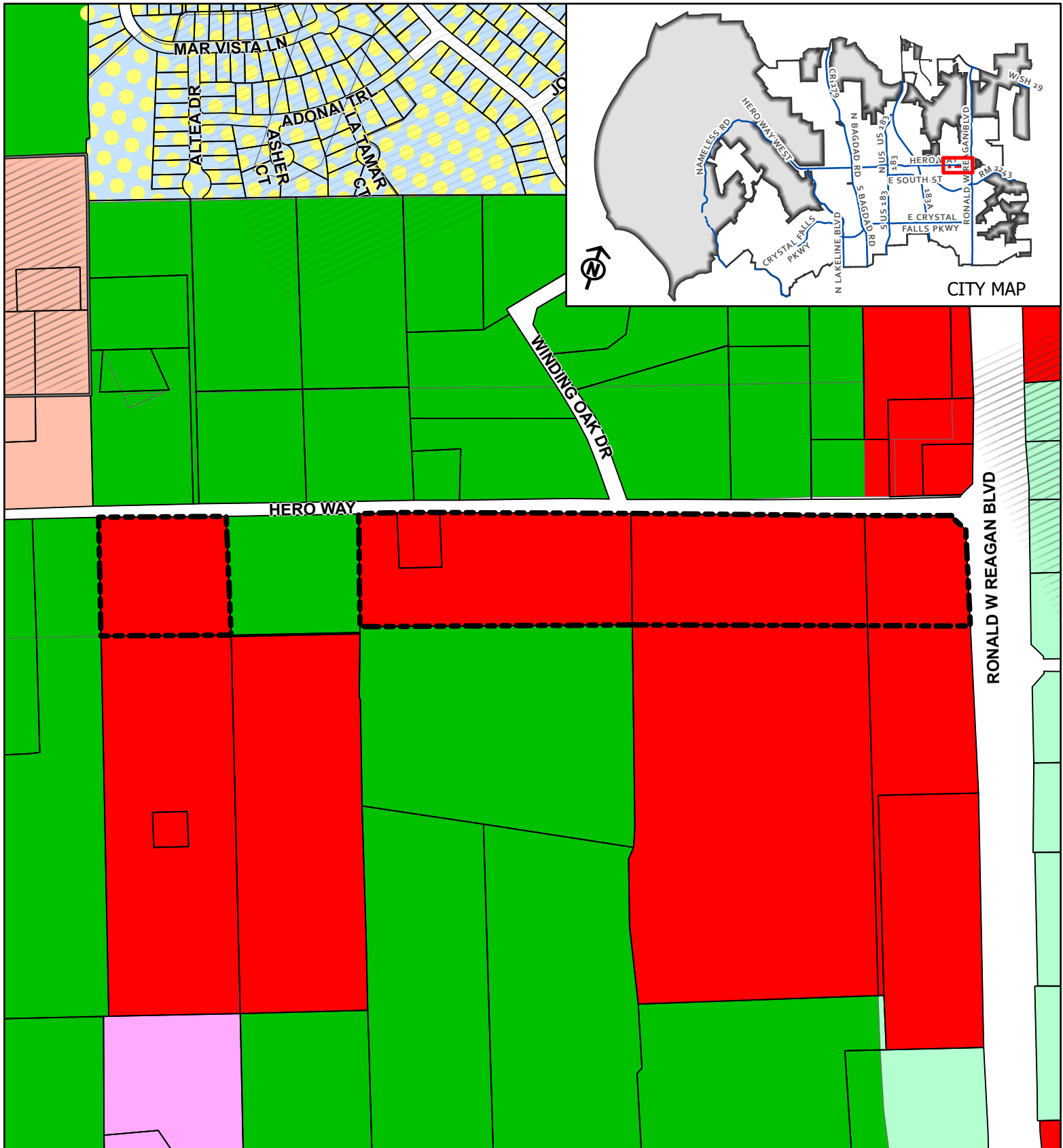
M RANCH #2

Future Land Use Map

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



- Leander City Limits
- Leander ETJ
- Subject Area
- Activity Center
- Employment Center
- Multi-Use Corridor - Priority Corridor
- Neighborhood Residential



CASE: 21-Z-043

ATTACHMENT #5

M RANCH #2

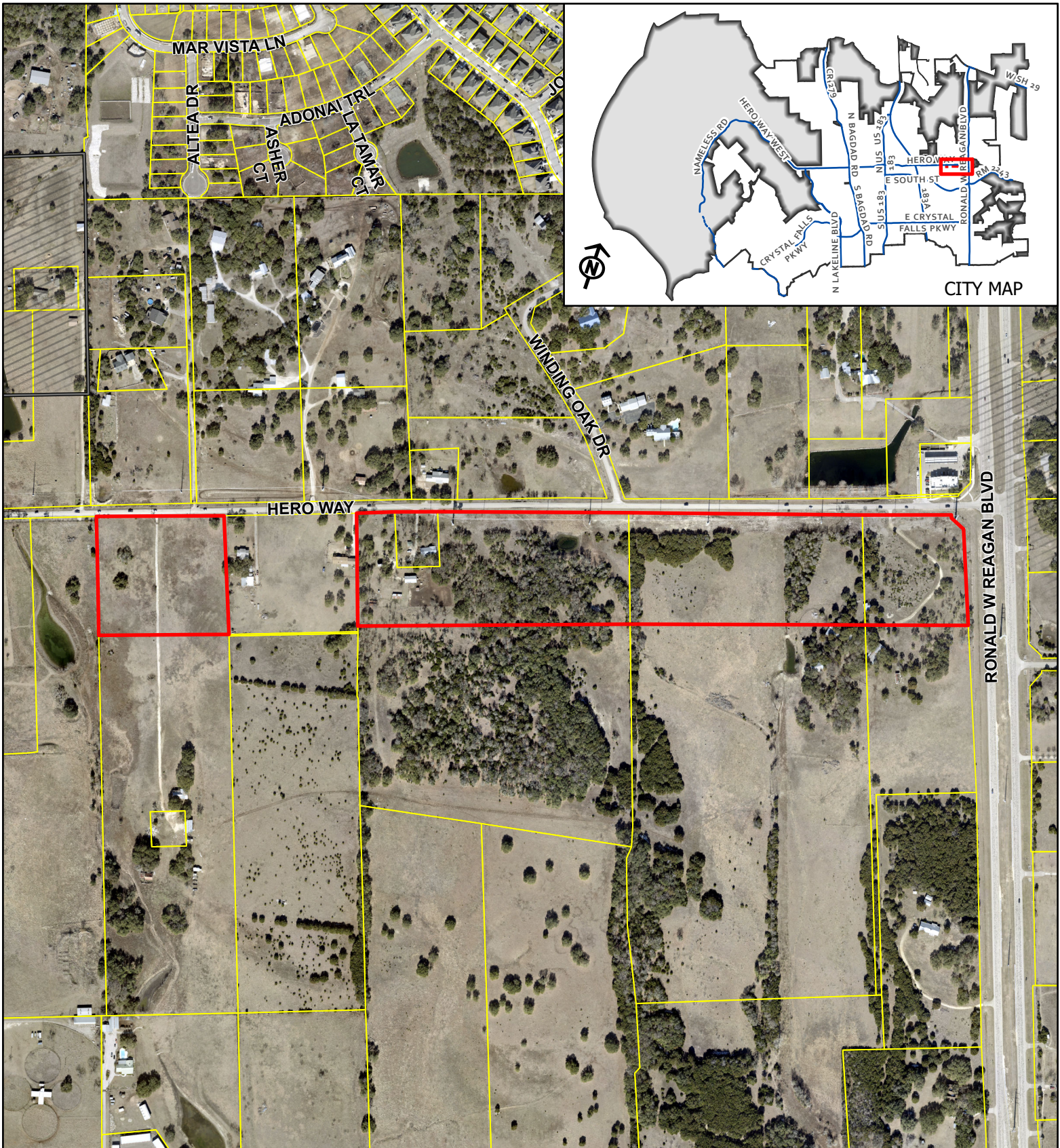
Proposed Zoning Map

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
- Leander ETJ
- Subject Area
- SFR - Single-Family Rural
- SFS - Single-Family Suburban
- LO - Local Office

- LC - Local Commercial
- GC - General Commercial
- HC - Heavy Commercial
- PUD - Single-Family
- PUD - Mixed Use

N
0 162.325
Feet



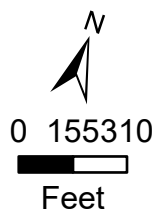
CASE: 21-Z-043

ATTACHMENT #6

M RANCH #2

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
- Leander ETJ
- Subject Area



December 3, 2021

City of Leander
P.O. Box 319
Leander, TX 78646

RE: M Ranch Zoning Application GC-2-B along Hero Way
Letter of Intent

Please find the attached application for the proposed M Ranch Zoning of 33.911 acres of land at the southwest corner of Ronald Regan Blvd and Hero Way. The site is surrounded by single family and general commercial to the North, single family to the West, heavy commercial and single family to the South and single family to the East. The site is situated parallel to Hero Way and is slightly woody with scattered trees and mostly flat with gradual slopes. Included with this submittal is a survey exhibit with metes and bounds information for these parcels.

We are proposing GC-2-B for parcels R555235, R555246, R031297, R555247 and portion of R031279. At this time we are requesting a straight zoning request.

Please feel free to reach out if any additional information is needed. Your consideration is appreciated.

Thank you!

Steve Ihnen, P.E.
Project Engineer



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.

Mailing labels and a list of neighbors within 200' has been provided to the City. Remaining neighbors within the 500' were sent notification of zoning application via certified mail. Certified mail was sent for parcel #'s R086402, R334857, R334853/R473778, R032144, R032146, R473771/R444182 and R098028. In addition, Dr. Vivek Mahendru reached out to neighbors via phone and email. See attached notification that was mailed out.

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.

Mailing labels and a list of neighbors within 200' has been provided to the City. Remaining neighbors within the 500' were sent notification of zoning application via certified mail. Certified mail was sent for parcel #'s R086402, R334857, R334853/R473778, R032144, R032146, R473771/R444182 and R098028. In addition, Dr. Vivek Mahendru reached out to neighbors via phone and email. See attached notification that was mailed out.

3. What concerns were raised during these communications?

Neighbors are supporting the proposed zoning.

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

No conditions or concerns were added to the zoning request.

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

Signature: _____

Date 12-15-2021

Notice of Zoning Application

PROJECT NAME: M Ranch #2

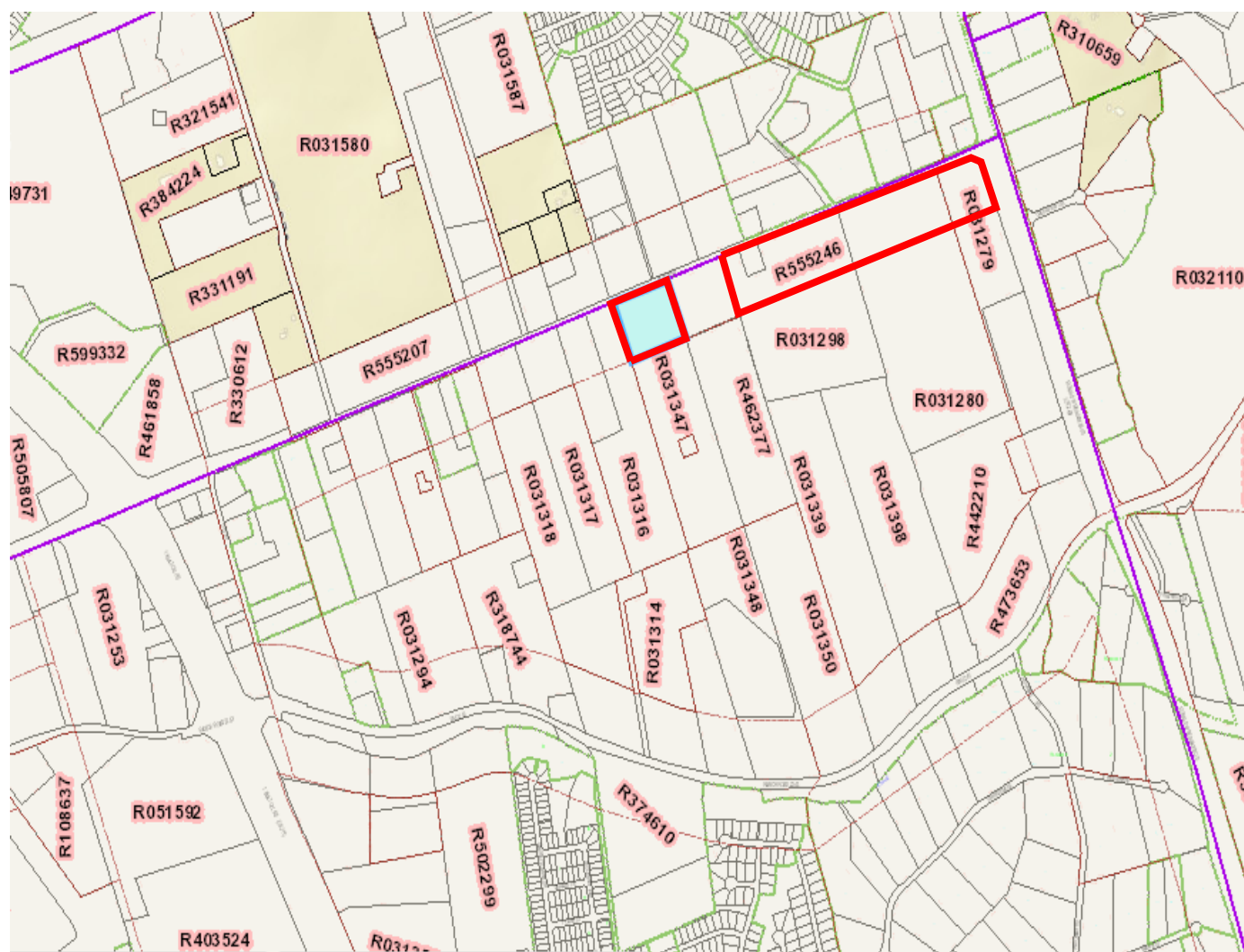
APPLICANT: Vivek Mahendru, MD and Lisa K Mahendru

APPLICANT AGENT: Bleyl Engineering – Steve Ihnen, P.E.
12007 Technology Blvd, Ste. 150, Austin, TX 78727
512-454-2400

SITE ADDRESS: 3345, 3549, 3919, 3957 Hero Way, Leander, Williamson County, Texas

DESCRIPTION: To amend the current zoning of Interim SFR-1-B (Single-Family Rural) to GC-2-B (General Commercial) on approximately 33.911 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R555235, R555246, R031297, R555247, R031279; and more commonly known as 3345, 3549, 3919, 3957 Hero Way, Leander, Williamson County, Texas. Applicant/Agent: Bleyl Engineering (Steve Ihnen) on behalf of Vivek Mahendru, MD and Lisa K Mahendru." SEE ATTACHED MAP.

If you have any questions or would like to schedule a meeting to discuss this project please feel free to reach out to Steve Ihnen with Bleyl Engineering at 512-454-2400.



7021 0350 0002 0984 9114

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Austin, TX 78759

Certified Mail Fee \$3.75

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$0.00

☐ Return Receipt (electronic) \$0.00

☐ Certified Mail Restricted Delivery \$0.00

☐ Adult Signature Required \$0.00

☐ Adult Signature Restricted Delivery \$0.00

0640
05Postmark
Here

Postage \$0.58

Total Postage and Fees \$4.33

12/14/2021

Sent To

Heroway Crossing LLC

Street and Apt. No., or PO Box No.

7542 Fire Oaks Dr.

City, State, ZIP+4® Austin, TX 78759

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7020 1810 0000 8186 9779

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Woodway, TX 76712

Certified Mail Fee \$3.75

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$0.00

☐ Return Receipt (electronic) \$0.00

☐ Certified Mail Restricted Delivery \$0.00

☐ Adult Signature Required \$0.00

☐ Adult Signature Restricted Delivery \$0.00

0640
05Postmark
Here

Postage \$0.58

Total Postage and Fees \$4.33

12/14/2021

Sent To

Moore, Jimmy & Elsa

Street and Apt. No., or PO Box No.

2409 Mesa Verde Circle

City, State, ZIP+4® Waco, TX 76712-6480

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7020 1810 0000 8186 9762

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Round Rock, TX 78681

Certified Mail Fee \$3.75

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$0.00

☐ Return Receipt (electronic) \$0.00

☐ Certified Mail Restricted Delivery \$0.00

☐ Adult Signature Required \$0.00

☐ Adult Signature Restricted Delivery \$0.00

0640
05Postmark
Here

Postage \$0.58

Total Postage and Fees \$4.33

12/14/2021

Sent To

JGHTDH #1 LLC

Street and Apt. No., or PO Box No.

595 Round Rock W. Dr. # 701

City, State, ZIP+4® Round Rock, TX 78681

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7020 1810 0000 8186 9755

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Leander, TX 78641

Certified Mail Fee \$3.75

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$0.00

☐ Return Receipt (electronic) \$0.00

☐ Certified Mail Restricted Delivery \$0.00

☐ Adult Signature Required \$0.00

☐ Adult Signature Restricted Delivery \$0.00

0640
05Postmark
Here

Postage \$0.58

Total Postage and Fees \$4.33

12/14/2021

Sent To

Price, David Lee & Joana

Street and Apt. No., or PO Box No.

3556 Heroway

City, State, ZIP+4® Leander, TX 78641-1691

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0002 0984 9107

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com.
 Dallas, TX 75225

Certified Mail Fee \$3.75
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
 Postage \$0.58
 Total Postage and Fees \$4.33

0640
05Postmark
Here

12/14/2021

Sent To *United Bear Creek Storage LP*
 Street and Apt. No., or PO Box No. *8333 Douglas Ave Ste 1000*
 City, State, ZIP+4® *Dallas, TX 75225-5882*

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7020 1810 0000 8186 9748

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com.
 Leander, TX 78641

Certified Mail Fee \$3.75
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
 Postage \$0.58
 Total Postage and Fees \$4.33

0640
05Postmark
Here

12/14/2021

Sent To *Albrecht, Williams & Parade*
 Street and Apt. No., or PO Box No. *17640 Ronald W. Reagan Blvd*
 City, State, ZIP+4® *Leander, TX 78641*

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

7021 0350 0002 0984 9091

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com.
 Austin, TX 78726

Certified Mail Fee \$3.75
 Extra Services & Fees (check box, add fee as appropriate)
☐ Return Receipt (hardcopy) \$0.00
☐ Return Receipt (electronic) \$0.00
☐ Certified Mail Restricted Delivery \$0.00
☐ Adult Signature Required \$0.00
☐ Adult Signature Restricted Delivery \$0.00
 Postage \$0.58
 Total Postage and Fees \$4.33

0640
05Postmark
Here

12/14/2021

Sent To *Sairam Ventures LLC*
 Street and Apt. No., or PO Box No. *1117 Conchas Cv*
 City, State, ZIP+4® *Austin, TX 78726*

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Conduct a Public Hearing and consider action regarding Zoning Case 21-Z-045 to amend the current zoning of Interim SFR-1-B (Single-Family Rural) to HC-4-D (Heavy Commercial) on three parcels of land approximately 12.819 acres $\pm$ in size, more particularly described by Williamson Central Appraisal District Parcels R555216, R319481 and R031282; and addressed as 2871 Hero Way, Leander, Williamson County, Texas.

- Discuss and consider action regarding Zoning Case 21-Z-045 as described above.

BACKGROUND:

This request is the first step in the zoning process.

APPLICANT/AGENT:

Bleyl Engineers (Steve Ihnen) on behalf of Vivek Mahendru, MD and Lisa Mahendru.

ORDER OF EVENTS:

- a. Staff Presentation
- b. Applicant Presentation
- c. Open Public Hearing
- d. Close Public Hearing
- e. Discussion
- f. Consider Action

PRESENTER:

Michael Chenausky AICP, Planner

Attachments

1. Planning Analysis
2. Current Zoning
3. Future Land Use Map
4. Public Notice Map
5. Proposed Zoning Map
6. Aerial Map
7. Letter of Intent
8. Neighborhood Outreach



PLANNING ANALYSIS

ZONING CASE 21-Z-045
M RANCH #4

GENERAL INFORMATION

Owner/Agent: Bleyl Engineers (Steve Ihnen) on behalf of Vivek Mahendru, MD and Lisa Mahendru.

Current Zoning: Interim SFR-1-B (Single-Family Rural)

Proposed Zoning: HC-4-D (Heavy Commercial)

Size and Location: The property is located at 2871 Hero Way, including approximately 12.819 acres.

Staff Contact: Michael Chenausky
Planner

APPLICANT REQUEST

The applicant has submitted a request to change the designated zoning district of their property in order to develop the property as Heavy Commercial.

STAFF CONCLUSIONS

Y N

- ☒ ☐ Does the proposal comply with the intent statements of the Composite Zoning Ordinance? *see page 3*
- ☒ ☐ Does the proposal comply with the goal statements of the Comprehensive Plan? *see page 4*
- ☐ ☒ Does the proposal warrant any other special considerations? *see below*

SITE INFORMATION:

ABUTTING ZONING AND LAND USE:

	ZONING	LAND USE
NORTH	Interim SFR-1-B	Large lot residential
EAST	HI-5-D, Interim SFR-1-B	Commercial development.
SOUTH	HI-5-D, Interim SFR-1-B	Heavy Commercial development
WEST	Interim SFR-1-B,	Large lot residential

SURROUNDING AREA:

The subject area is located at the south west corner of Hero Way and Ronald W. Reagan Blvd. The majority of the surrounding area includes interim zoning with large lot residential uses and undeveloped land.

The properties to the west are located within the Employment Center of the Future Land Use Map, which allows commercial development ranging from small scale Local Office to Heavy Commercial zoning districts.

Properties to the east are majority located in the Activity Center, which allows some residential and majority commercial development with the exception of Heavy Commercial. Properties to the north and south include both Employment Center and Activity Center.

PHYSICAL AND NATURAL FEATURES:

The property contains minimal tree cover and will be subject to the City's tree preservation and mitigation requirements.

PROPERTY HISTORY:

The front portion of this property was annexed 01/20/2016 and The portion of the property around the residence was annexed 01/16/2013, followed by the half fronting Hero Way on 01/02/2016. The remainder of the lot was annexed 05/02/2018.

PREVIOUS ZONING CASES:

The following zone cases were previously submitted for this property:

- No prior zoning cases.

MAJOR CORRIDORS:

This property has access onto Hero Way.

TRANSPORTATION PLAN REQUIREMENTS:

The table below includes the proposed streets within the development. These streets have not been reviewed and are subject to change during the review process.

STREET	CLASSIFICATION	LAND USE CONTEXT	DESIGN ELEMENTS
Hero Way	Arterial	Employment Center Corridor	400' ROW 10' sidewalk

SUBDIVISIONS:

The following subdivision cases were previously submitted for this property:

- No prior subdivision cases

CURRENT LAND USES:

This property is currently being used as large lot residential.

EXISTING UTILITIES:

This property has access to water utilities along Hero Way (Figure 1), but the wastewater utilities will need to be extended to the site.

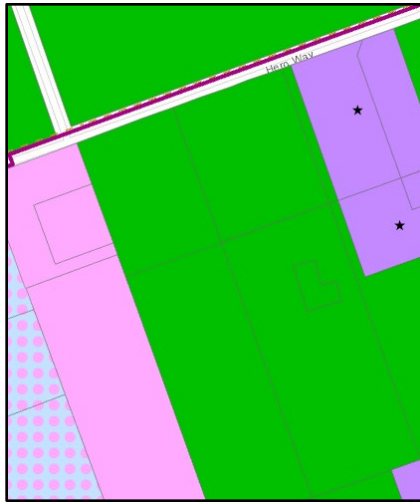


Figure 1 Waterline

PROPOSED ZONING DISTRICT:
USE COMPONENT**HC – HEAVY COMMERCIAL:**

Features: Any use in GC plus commercial laundry, contractor storage yard, lumber yards, indoor manufacture, assembly and processing, mini-warehouse, RV, trailer and boat storage, testing and research, warehouse and distribution, wholesale, wrecker impoundment.

Intent: Development of a variety of light manufacturing, assembly and processing businesses, storage, warehouses and lumber sales. Access should be provided by an industrial or commercial collector street.

SITE COMPONENT**TYPE 4 (non-residential only):**

Features: Accessory buildings up to 60% of primary building; drive-thru service; outdoor fueling and washing of vehicles; overhead service doors; maximum outdoor display; substantial outdoor storage; outdoor entertainment venues and animal boarding.

Intent:

- (1) The Type 4 site component is intended to be utilized in combination with GC, HC or HI components where appropriate for moderately intense outdoor site requirements and a need to utilize the outdoor site area for significant outdoor display, storage and accessory buildings and similar permitted uses.
- (2) This site component is intended only for industrial or heavy commercial uses and may be utilized only with GC, HC or HI use components.
- (3) This site component is not intended for retail or office development not requiring the available limits of outdoor storage and accessory buildings or adjacent to residential neighborhoods where not adequately buffered from residential uses.
- (4) Compliance with Type 1, 2 or 3 standards shall also be deemed as compliance with this component.

ARCHITECTURAL COMPONENT**TYPE D (non-residential only):**

Features: 2 or more architectural features.

Intent:

- (1) This architectural component is intended only for industrial warehouse, heavy commercial service and other similar applications and shall be utilized only with GC, HC or HI use components.
- (2) This component is not intended to be utilized with the majority of GC districts.

- (3) This component is not intended for retail or office development or adjacent to residential neighborhoods where not adequately buffered from residential uses.
- (4) This site component is discouraged along major thoroughfares and is intended to be utilized within industrial park development.

COMPREHENSIVE PLAN:

Applicable Comprehensive Plan goal statements

- Guide future growth and development following the comprehensive plan to achieve a more balanced, diverse economy.

Applicable Future Land Use categories

EMPLOYMENT CENTER

- The Employment Center future development category is for primary jobs and business in strategic locations. These areas are intended for regional-serving employment in planned campus-like environments for office, research, medical, manufacturing, light industrial, warehouse, and heavy commercial uses. To remain competitive in today's corporate marketplace, contemporary workforce-supporting elements such as amenities, retail and high-density residential are also encouraged in an integrated development pattern.

The Employment Center area is focused on meeting the plan goals of an attractive, high-quality business environment for investors to bring to Leander and grow/diversify the tax base. It complements other nearby regional mixed-use areas, but provides opportunities for larger-footprint, single-tenant buildings that can accommodate numerous employees. These areas may be developed with an auto-oriented, traditional character, or in a mixed-use urban design. In a planned environment, upper-story vertical mixed-residential is encouraged along with limited, integrated high-density residential-only buildings. Such scenarios should be tightly regulated to ensure the proper mix.

Desired Mix: 80-100% Non-Residential, 0-20% Residential

INTERGOVERNMENTAL/INTERDEPARTMENTAL REVIEW:

This proposal was reviewed by all applicable departments within the City of Leander. All plats submitted will be reviewed by Williamson County along with City Staff.

SCHEDULE:

DEVELOPMENT MEETING

A development meeting was held with Staff on 11/08/2021. The following changes were made to the project since the development meeting was held:

- The development meeting included 14 separate parcels, this request only includes 1 parcel.

The following ordinance changes occurred following the development meeting which may have impacted this project.

- No changes to the ordinance.

NOTIFICATION

12/30/2021 - Public Notice on Hill Country News
 01/05/2022 - Mail Notification to Property Owners within 200'
 01/05/2022 - Public Hearing Signage Posted on Property
 01/27/2022 - Planning and Zoning Commission Public Hearing
 02/17/2022 - City Council Public Hearing & First Reading of the Ordinance
 03/03/2022 - City Council Second & Final Reading of the Ordinance

PUBLIC NOTIFICATION:

In addition to the notice mailed on behalf of the City to all property owners within 200', the agent reached 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' were also contacted.

See Attachment 8, the applicant reached out to approximately 16 surrounding property owners.

- No concerns noted.

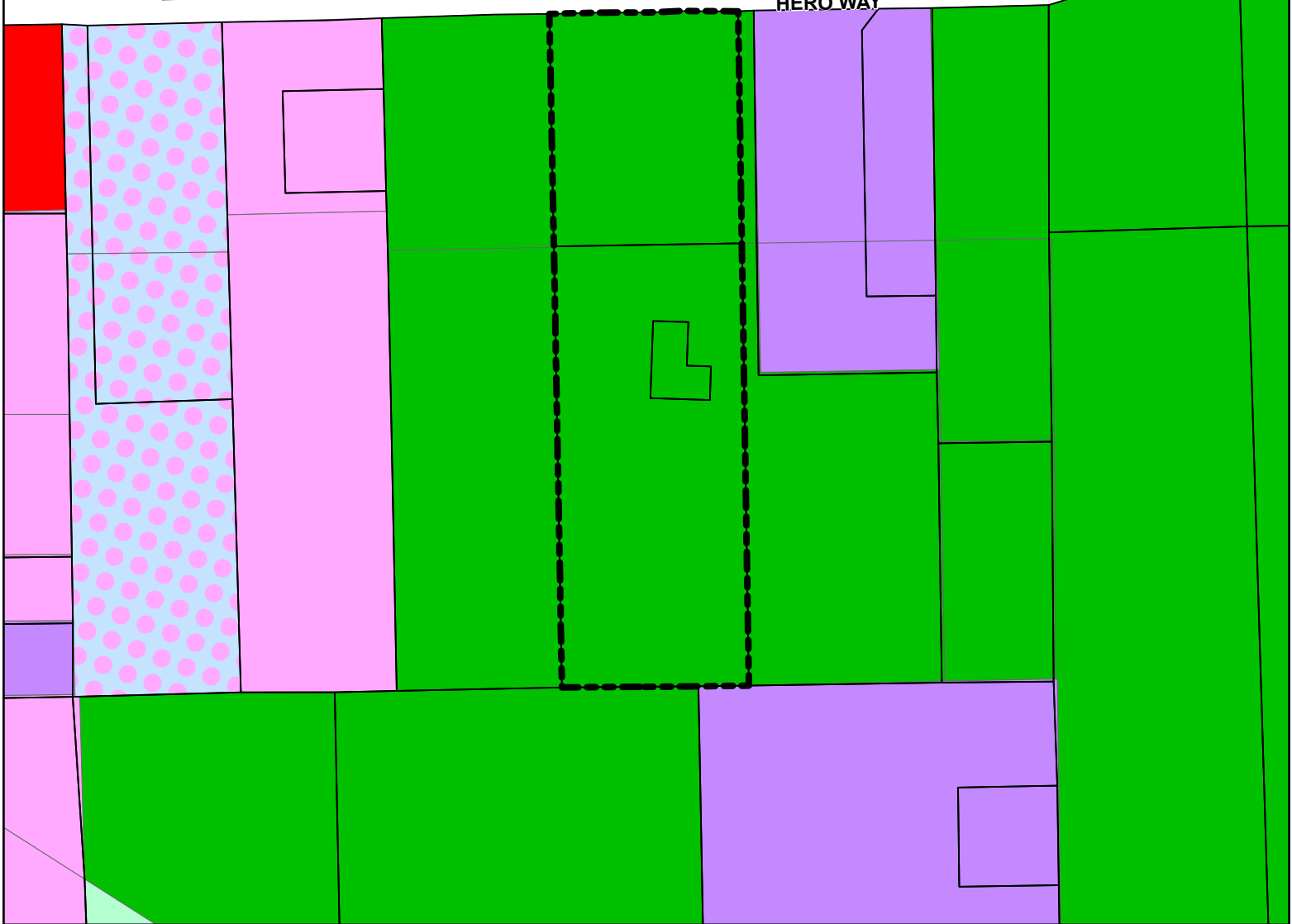
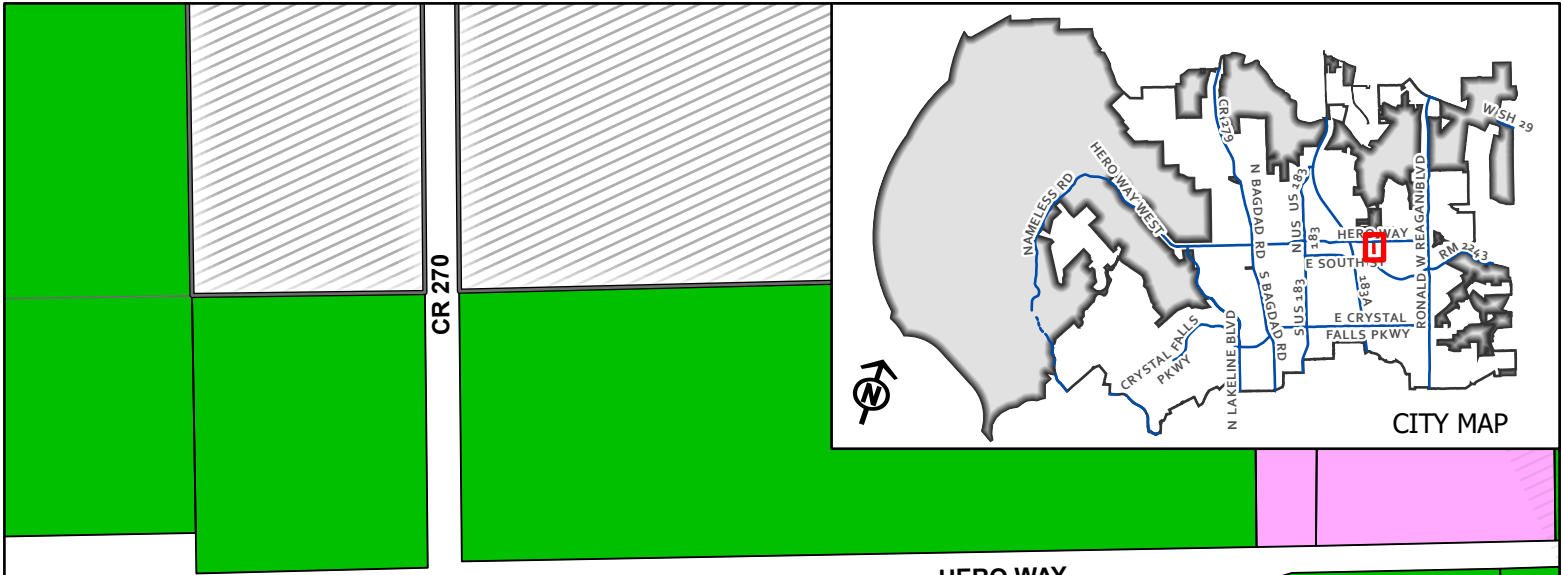
The following changes were made to address issues discussed.

- No changes noted.

Please see the full report from the applicant attached.

APPROVAL CRITERIA:

This request is compatible with the current zoning and land uses in the surrounding area. Adjacent to both heavy commercial and interim large lot residential uses. This area has recently had more interest in zoning changes from the interim residential to more commercial uses. The Future Land Use Map has designated this area as an Employment Center which allows for office, research, medical, manufacturing, light industrial, warehouse, and heavy commercial uses.



CASE: 21-Z-045

ATTACHMENT #2

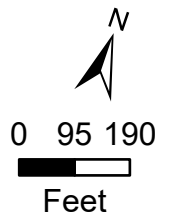
M RANCH #4

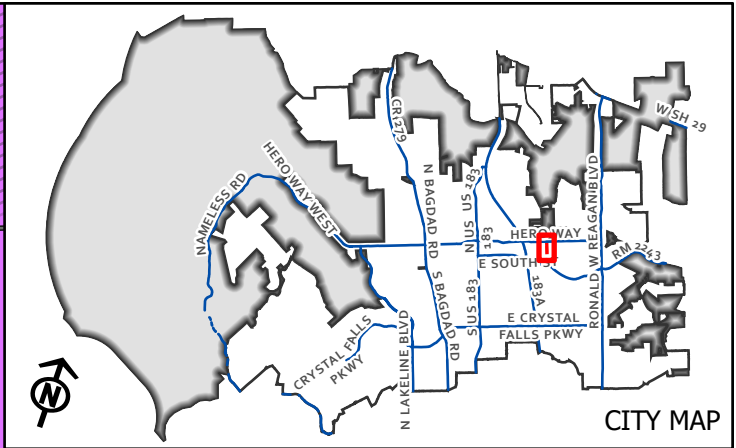
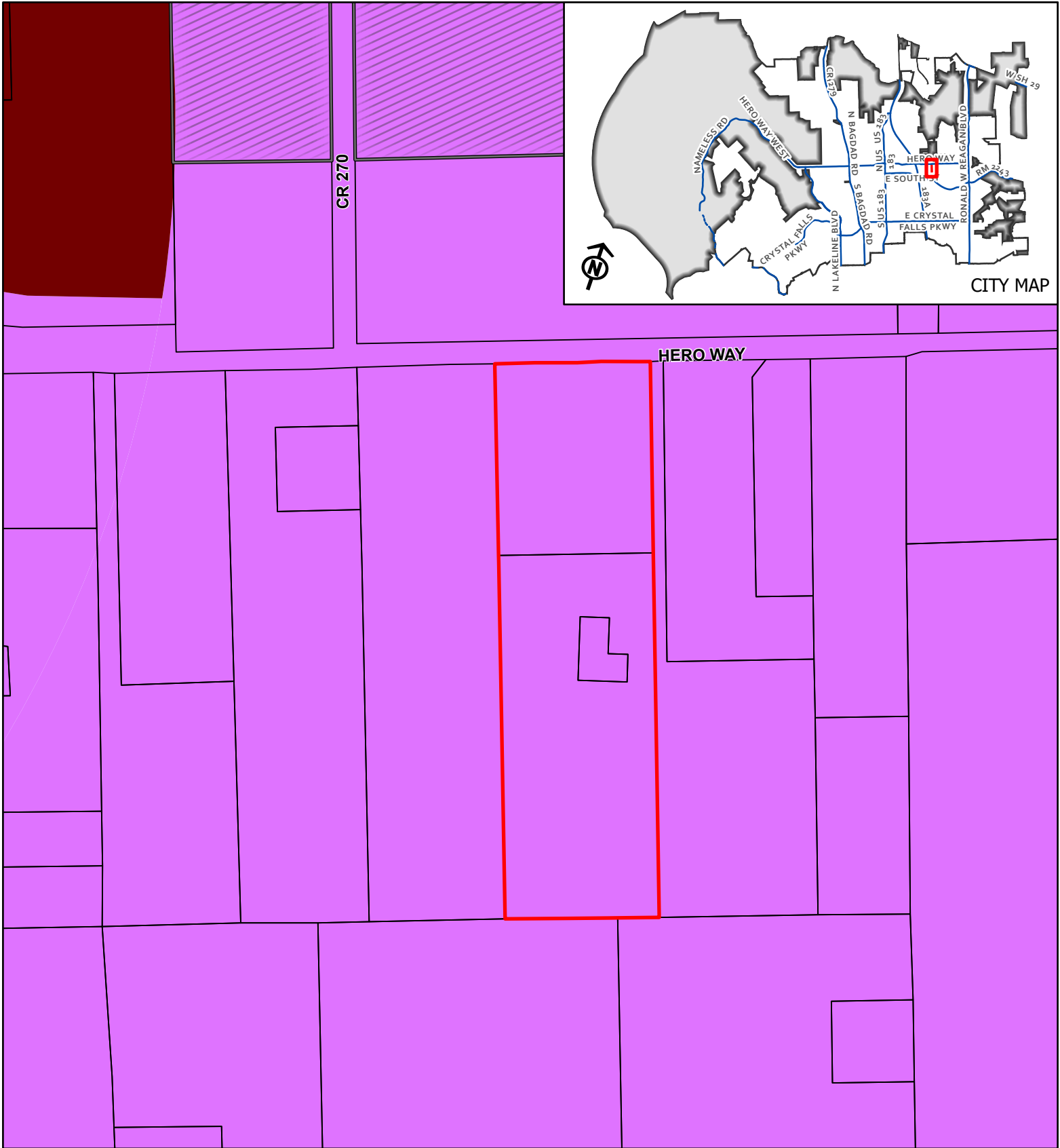
Current Zoning Map

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
-  Leander ETJ
-  Subject Area
-  SFR - Single-Family Rural
-  SFS - Single-Family Suburban

-  GC - General Commercial
-  HC - Heavy Commercial
-  HI - Heavy Industrial
-  PUD - Heavy Commercial





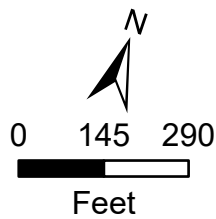
CASE: 21-Z-045

ATTACHMENT #3

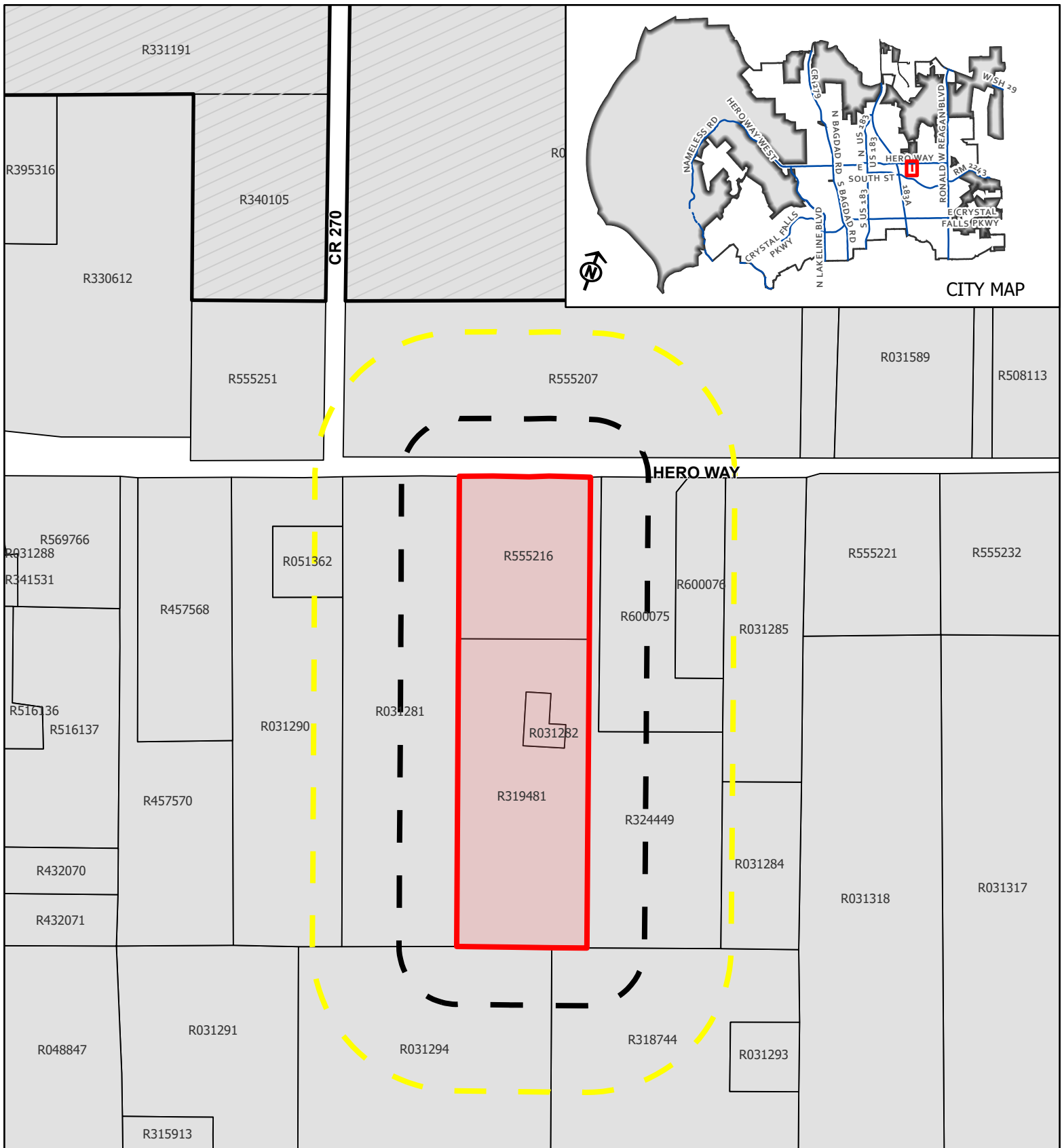
M RANCH #4

Future Land Use Map

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



-  Leander City Limits
-  Leander ETJ
-  Subject Area
-  Activity Center
-  Employment Center



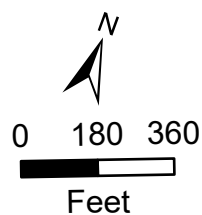
CASE: 21-Z-045

ATTACHMENT #4

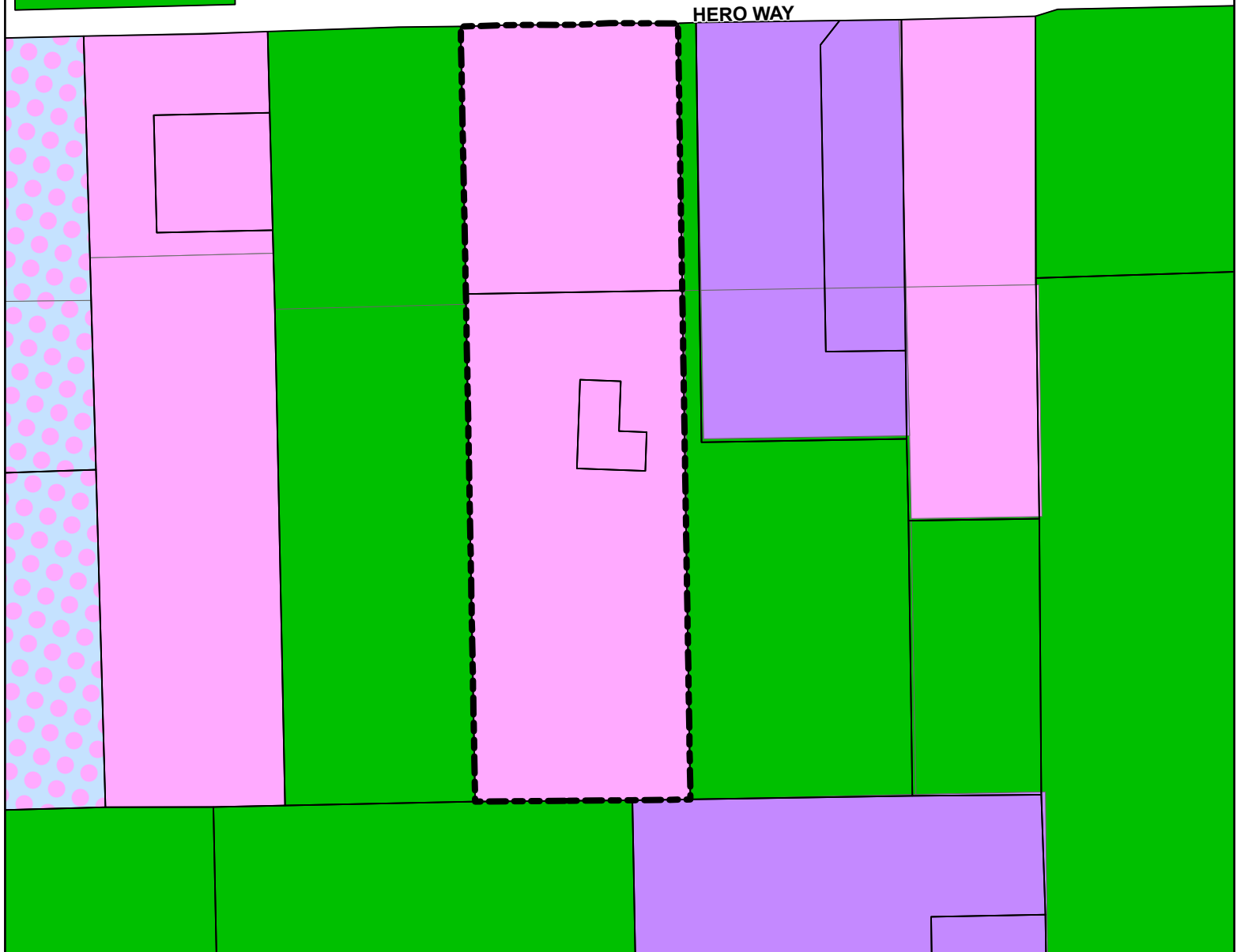
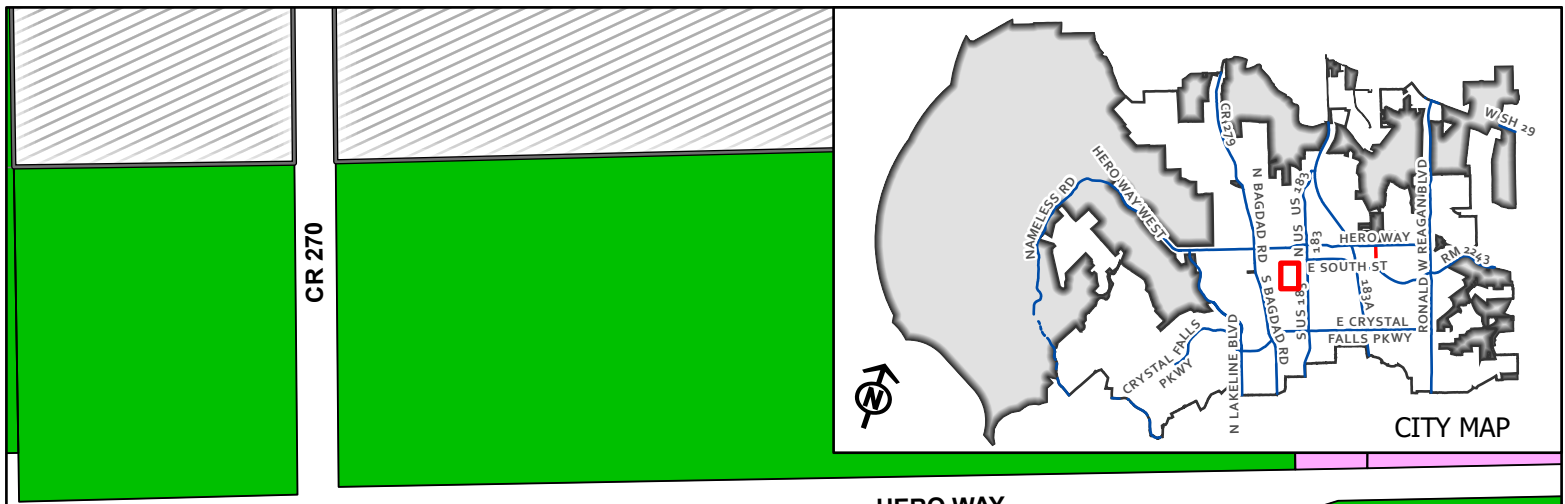
M RANCH #4

Site 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.



- Subject Area
- 200' Buffer
- 500' Buffer
- Leander City Limits
- ETJ



CASE: 21-Z-045

ATTACHMENT #5

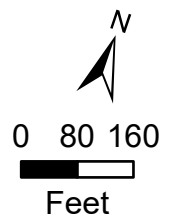
M RANCH #4
2871 HERO WAY

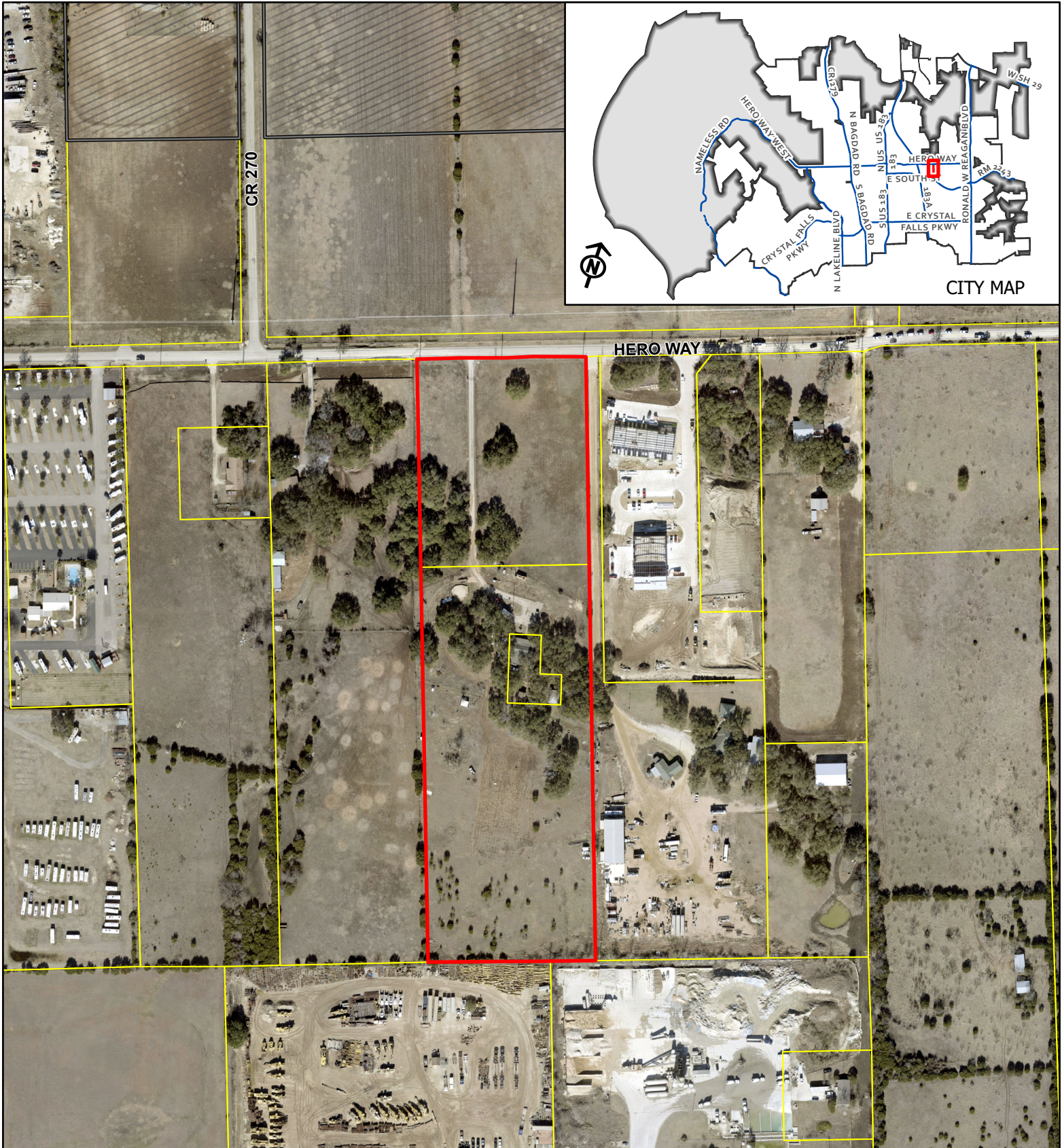
Proposed Zoning Map

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
- Leander ETJ
- Subject Area
- SFR - Single-Family Rural

- HC - Heavy Commercial
- HI - Heavy Industrial
- PUD - Heavy Commercial





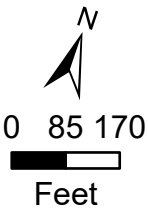
CASE: 21-Z-045

ATTACHMENT #6

M RANCH #4

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
- Leander ETJ
- Subject Area



December 3, 2021

City of Leander
P.O. Box 319
Leander, TX 78646

RE: M Ranch Zoning #4 Application HI-5-D
Letter of Intent

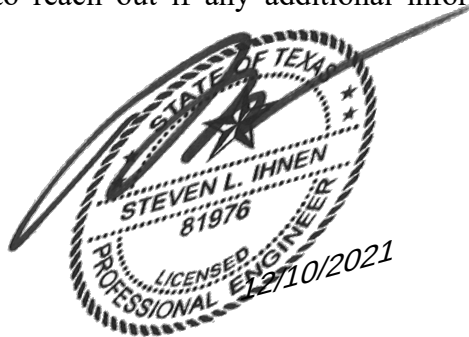
Please find the attached application for the proposed M Ranch Zoning of 12.819 acres of land situated west of Ronald Reagan Blvd and fronts Hero Way. The site is surrounded by single family on all sides and some heavy industrial to the east and south. The site fronts Hero Way and is mostly flat with scattered trees. Included with this submittal is a survey exhibit with metes and bounds information of the parcels.

We are proposing HI-5-D for parcel 555216, R31948, and R031282. At this time we are requesting a straight zoning request.

Please feel free to reach out if any additional information is needed. Your consideration is appreciated.

Thank you!

Steve Ihnen, P.E.
Project Engineer



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.

Mailing labels and a list of neighbors within 200' has been provided to the City. Remaining neighbors within the 500' were sent notification of zoning application via certified mail. Certified mail was sent for parcel #'s R600076, R031285, R031284 and R031290/R051362. In addition, Dr. Vivek Mahendru reached out to neighbors via phone and email.

See attached notification that was mailed out.

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.

Mailing labels and a list of neighbors within 200' has been provided to the City. Remaining neighbors within the 500' were sent notification of zoning application via certified mail. Certified mail was sent for parcel #'s R600076, R031285, R031284 and R031290/R051362. In addition, Dr. Vivek Mahendru reached out to neighbors via phone and email.

See attached notification that was mailed out.

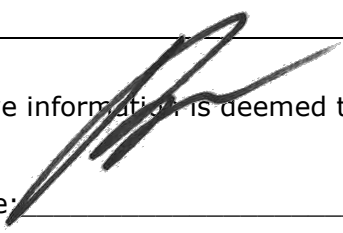
3. What concerns were raised during these communications?

Neighbors are supporting the proposed zoning.

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

No conditions or concerns were added to the zoning request.

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

Signature: 

Date 12-15-2021

Notice of Zoning Application

PROJECT NAME: M Ranch #4

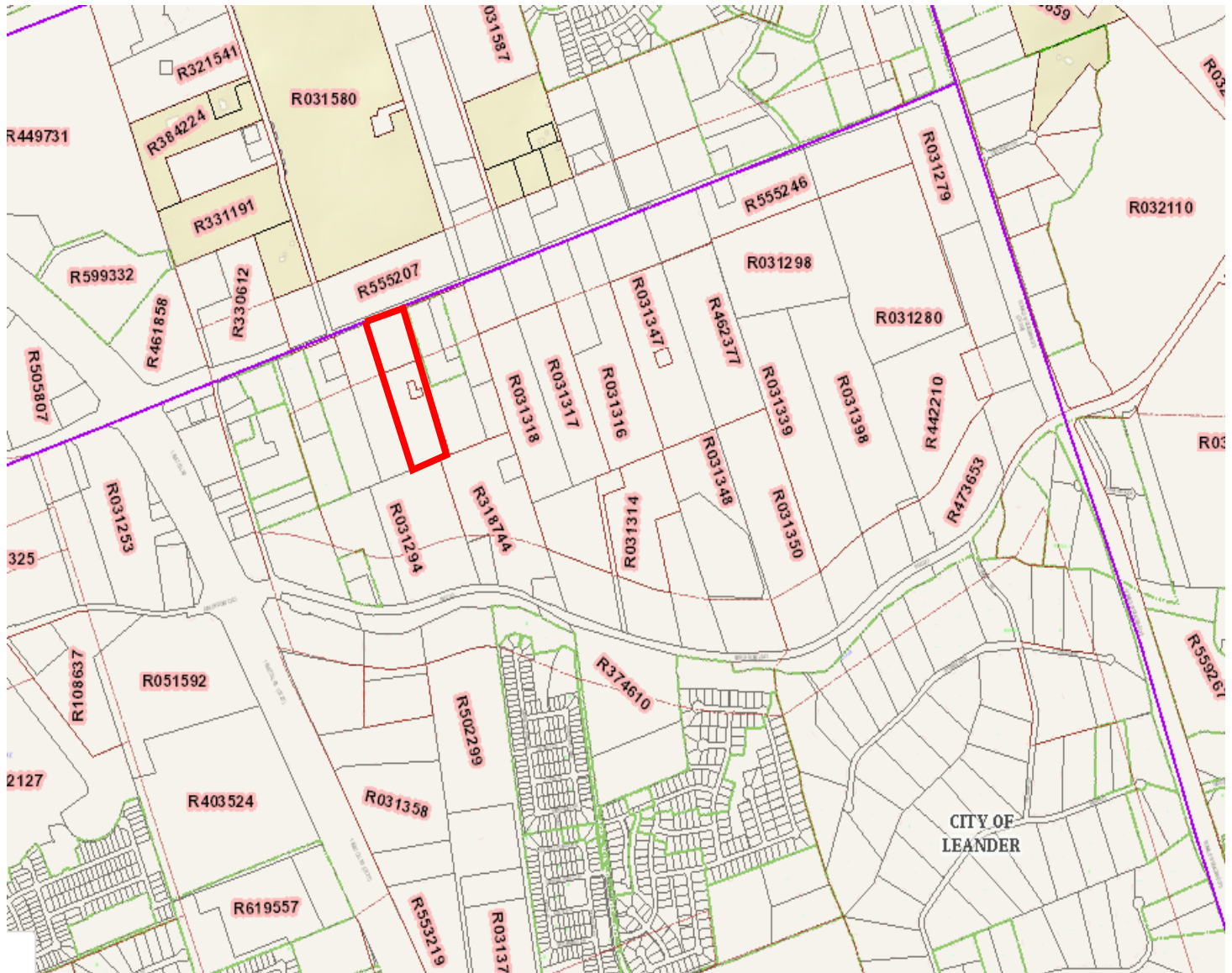
APPLICANT: Vivek Mahendru, MD

APPLICANT AGENT: Bleyl Engineering – Steve Ihnen, P.E.
12007 Technology Blvd, Ste. 150, Austin, TX 78727
512-454-2400

SITE ADDRESS: 2871 Hero Way Leander, Williamson County, Texas

DESCRIPTION: To amend the current zoning of Interim SFR-1-B (Single-Family Rural) to HI-5-D (Heavy Industrial) on approximately 12.819 acres ± in size, more particularly described by Williamson Central Appraisal District Parcels R555216, R319481, R031282; and more commonly known as 2871 Hero Way, Leander, Williamson County, Texas. Applicant/Agent: Bleyl Engineering (Steve Ihnen) on behalf of Vivek Mahendru, MD." SEE ATTACHED MAP.

If you have any questions or would like to schedule a meeting to discuss this project please feel free to reach out to Steve Ihnen with Bleyl Engineering at 512-454-2400.



7020 1810 0000 8186 9656

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Liberty Hill, TX 78642

OFFICIAL USE

Certified Mail Fee	\$3.75	0640
Extra Services & Fees (check box, add fee as appropriate)	\$0.00	05
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.58	
Total Postage and Fees	\$4.33	

Postmark Here

12/14/2021

Sent To Prelude Ventures LLC
 Street and Apt. No., or PO Box No. 315 County Road 205
 City, State, ZIP+4® Liberty Hill, TX 78642

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 1810 0000 8186 9663

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Leander, TX 78641

OFFICIAL USE

Certified Mail Fee	\$3.75	0640
Extra Services & Fees (check box, add fee as appropriate)	\$0.00	05
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.58	
Total Postage and Fees	\$4.33	

Postmark Here

12/14/2021

Sent To Droptini J W & Jan
 Street and Apt. No., or PO Box No. 2999 Hero Way
 City, State, ZIP+4® Leander, TX 78641-1628

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 1810 0000 8186 9680

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Leander, TX 78641

OFFICIAL USE

Certified Mail Fee	\$3.75	0640
Extra Services & Fees (check box, add fee as appropriate)	\$0.00	05
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.58	
Total Postage and Fees	\$4.33	

Postmark Here

12/14/2021

Sent To Mauck Properties LLC
 Street and Apt. No., or PO Box No. 2967 Hero Way
 City, State, ZIP+4® Leander, TX 78641

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

7020 1810 0000 8186 9687

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Georgetown, TX 78633

OFFICIAL USE

Certified Mail Fee	\$3.75	0640
Extra Services & Fees (check box, add fee as appropriate)	\$0.00	05
☐ Return Receipt (hardcopy)	\$0.00	
☐ Return Receipt (electronic)	\$0.00	
☐ Certified Mail Restricted Delivery	\$0.00	
☐ Adult Signature Required	\$0.00	
☐ Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.58	
Total Postage and Fees	\$4.33	

Postmark Here

12/14/2021

Sent To Majestic Oak Pk Resort LLC
 Street and Apt. No., or PO Box No. 5411 Williams Dr. Ste 303
 City, State, ZIP+4® Georgetown, TX 78633

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions



EXECUTIVE SUMMARY
01/27/2022

AGENDA SUBJECT:

Receive a presentation from Kimley-Horn & Associates (KHA) regarding the draft land use assumptions and capital improvements plan for the 2022 Roadway Impact Fee Study.

BACKGROUND:

The City Council adopted the Comprehensive Plan in April of 2021 and Transportation Master Plan in May of 2021. These two documents provide a future plan for the development of the City as well as the expansion of the road network. The Transportation Master Plan identifies a traffic impact fee as a fund that would help provide revenue for future roadway expansion. The Master Transportation Plan establishes key elements of design, standards-based study, and mobility recommendations moving forward. Additional studies may be needed in the future which, along with persistent attention to ongoing needs and costs, will prepare the community for the congestion that is inevitable with high-paced growth.

The City Council approved a line item in the FY 2021/2022 budget that supported a Roadway Impact Fee Study. Staff advertised a RFQ in June of 2021 and KHA was selected to prepare the Study.

KHA has been working with staff to launch the Roadway Impact Fee Study Process. The Planning & Zoning Commission will serve as the Capital Improvements Advisory Committee (CIAC). The CIAC serves as the advisory committee for this study and will need to provide recommendations to the City Council for action. This meeting is the initial CIAC meeting on land use assumptions and Roadway Impact Fee CIP.

COMPREHENSIVE PLAN GOAL

GOAL #9 – TRANSPORTATION: Outcome: Safe, connected, attractive streets as part of a balanced and diverse transportation network.

Action 9.2.1

Regularly re-evaluate the City's methods for studying traffic impacts and assessing mitigation costs. The City's traffic impact fees/traffic impact analysis process needs to be re-assessed to ensure that the system remains fair, equitable, and adequately funded to serve its purpose. The public and development community need to remain confident in the process and the results moving forward.

HISTORY/TIMELINE:

04/01/2021 Comprehensive Plan Adopted
05/01/2021 Transportation Master Plan Adopted
08/19/2021 Task Order Awarded
10/12/2021 Joint Workshop to receive presentation regarding Roadway Impact Fee Study

APPLICANT/AGENT:

City of Leander

ORDER OF EVENTS:

- a. KHA Presentation
- b. Discussion

PRESENTER:

Attachments

1. FAQ
2. Pre-Credit Report Draft

Frequently Asked Questions – January 14, 2022 Version

- Q: What are Roadway Impact Fees?
 - A: A Roadway Impact Fee (RIF) is a charge assessed on new development to pay for the construction or expansion of roadway system facilities that are necessitated by and benefit that new development. These fees would help fund transportation improvements that will be needed as development occurs in Leander. Chapter 395 of the Texas Local Government Code defines an impact fee as a “charge or assessment imposed...against new development in order to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development.”
- Q: Why is Leander looking into Roadway Impact Fees?
 - A: Leander is evaluating the Roadway Impact Fees as an additional tool to help cover the cost of expanding its street infrastructure in response to new growth. A Roadway Impact Fee study determines what the roughly proportionate impact of development is based on anticipated growth and capital roadway needs for the next 10 years. The resulting maximum fee from the study serves as a baseline for discussion of a potential collection fee rate. For reference, Leander currently charges a \$250 per peak hour trip for road adequacy and an additional \$250 per peak hour trip if a Traffic Impact Analysis (TIA) is not performed as a fee-in-lieu.
- Q: What are Roadway Impact Fee funds used for?
 - A: Roadway Impact Fee funds would be used to recover the costs associated with the expansion of the transportation network necessary to serve demands generated by new development. The funds can be used for planning, surveying, engineering, land acquisition and construction.
- Q: What are Roadway Impact Fees NOT used for?
 - A: Roadway Impact Fees may not be used to repair or maintain existing facilities, upgrade or replace existing capital improvements to serve existing development, or pay for administrative or operating costs to impose the fees. This does not preclude inclusion of roadway widenings, however, so long as the cost of that roadway is discounted to account for roadway capacity serving existing demands. If a roadway does not provide capacity for roadway users outside of the development, it cannot be included in the study or paid for with impact fees.

City of Leander Roadway Impact Fee Study

- Q: Who would pay Roadway Impact Fees?
 - A: Any “applicant” who is seeking a building permit for a new development (residential or commercial) that will generate additional roadway trips will be responsible for paying a Roadway Impact Fee. Applicant means any person, company, agency, or entity that is undertaking a development project. Public schools are exempt from Roadway Impact Fees.
- Q: Would redevelopments pay a fee?
 - A: Since Roadway Impact Fees are traffic-dependent, a redevelopment project that generates more traffic than the existing development would be subject to a Roadway Impact Fee. However, that fee would be based only on the traffic generated in excess of what was being generated by the previous development. If the new development generates an equal or lesser amount of traffic when compared to the previous development, it would not be subject to a fee.
- Q: Do Roadway Impact Fees only apply in city limits?
 - A: Yes.
- Q: What happens in extraterritorial jurisdiction (ETJ)?
 - Roadway Impact Fees are not applicable in the ETJ. If a property is annexed, there could be a requirement to update the impact fee with annexation.
- Q: Who is on the Capital Improvements Advisory Committee (CIAC)?
 - A: The Capital Improvements Advisory Committee (CIAC)? serves in advisory capacity to the City Council regarding impact fees. The CIAC advises and assists the Council in adopting land use assumptions, reviews the Capital Improvements Plan, and monitors its implementation. All regular members of Planning and Zoning Commission serve on the CIAC, and additional ad hoc members may be appointed by the City Council.
- Q: When would a Roadway Impact Fee be due?
 - A: The Roadway Impact Fee would be paid at building permit at the rate at which Council has set.
- Q: What happens if the land use changes after initial building permit?
 - A: Roadway Impact Fees are based on the amount of traffic generated. If the traffic increases, the net increase of traffic could be charged a fee. Several cities set a policy to not charge a change of use impact fee unless the traffic increase X times. For “shell buildings,” developers do not always know the tenants until after

City of Leander Roadway Impact Fee Study

the building is complete. In these cases, the most common land uses are typically utilized (office, industrial, retail). If the build-out permit is more intense, the delta is charged.

- Q: Is there grandfathering of current developments?
 - A: State law requires a one-year grace period for previously platted properties. A property that does not have to plat may receive a one-year grace period as well. After that period of time, the development would be subject to a fee. This will be considered further in the ordinance development of the Roadway Impact Fee.
- Q: Are the Roadway Impact Fees the same for multifamily and single-family homes?
 - A: No, rates are different because they produce different amounts of trips. Multifamily would pay a different rate. Attached single family homes also generate different amounts of trips than detached single family homes.
- Q: How are TxDOT roads accounted for?
 - A: The study currently assumes a city contribution to the cost of TxDOT facilities based on historical averages or existing agreements.
- Q: What if a development constructs an improvement not on Impact Fee CIP map used to develop impact fee? Does that count towards impact fee credit?
 - If it's a local road or site-specific road, no. However, if it's a collector or arterial system facility that can be amended to the Thoroughfare Plan, yes.
- Q: What if these Roadway Impact Fees get increased in the future?
 - A: Roadway Impact Fees cannot be increased without a public hearing process per state law. The Capital Improvements Advisory Committee looks at the progress of the program every six months and can advise staff on the program's status. The study will be updated every five years at a minimum per state law.
- Q: In the event there is a surplus left over, does that money stay in that box for that service area or does it get transferred elsewhere?
 - A: Roadway Impact Fees collected must be spent within 10 years within the service area collected. If not spent in 10 years, the fees collected must be refunded to the building permit applicant. The study is updated at least every five years and during the update, the existing balance is examined to ensure it is spent before the time limit expires.

CITY OF LEANDER, TEXAS

ROADWAY IMPACT FEE STUDY

PRE-CREDIT REPORT DRAFT



December
2021

Prepared for the City of Leander

Prepared by:

Kimley-Horn and Associates, Inc.

Jake Gutekunst, P.E., AICP

10814 Jollyville Rd, Suite 200

Austin, TX 78759

Phone 512 418 1700

TBPE Firm Registration Number: F-928

Project Number: 064553106

© Kimley-Horn and Associates, Inc.

Table of Contents

EXECUTIVE SUMMARY	1
I. INTRODUCTION	7
II. LAND USE ASSUMPTIONS.....	9
A. Purpose and Overview	9
B. Land Use Assumptions Methodology	11
C. Roadway Impact Fee Service Areas.....	13
D. Land Use Assumptions Summary.....	15
III. ROADWAY IMPACT FEE CAPITAL IMPROVEMENTS PLAN	16
IV. METHODOLOGY FOR ROADWAY IMPACT FEES	26
A. Service Areas.....	26
B. Service Units.....	26
C. Cost Per Service Unit.....	28
D. Cost of the RIF CIP	28
1. Overview of RIF CIP Costing Worksheets	29
2. Project Information	30
3. Construction Pay Items	31
4. Construction Component Allowances	31
5. Summary of Cost and Allowances	32
E. Summary of Roadway Impact Fee CIP Costs	32
F. Service Unit Calculation.....	37
V. ROADWAY IMPACT FEE CALCULATION.....	43
A. Maximum Assessable Impact Fee Per Service Unit.....	43
B. Plan for Financing and the Ad Valorem Tax Credit.....	46
C. Maximum Assessable Impact Fee Determination	47
D. Service Unit Demand Per Unit of Development	49
VI. SAMPLE CALCULATIONS	53
VII. ADOPTION AND ADMINISTRATION OF ROADWAY IMPACT FEES	54
A. Adoption Process.....	54
B. Collection and Use of Roadway Impact Fees.....	54
VIII. CONCLUSIONS	55
APPENDICES	56
A. Conceptual Level Project Cost Projections.....	56
B. Roadway Impact Fee CIP Service Units of Supply	56
C. Existing Roadway Facilities Inventory	56
D. Plan for Awarding the Roadway Impact Fee Credit Summary	56
E. Plan for Awarding the Roadway Impact Fee Credit Supporting Exhibits	56

List of Exhibits

1	Proposed Service Areas	14
2	10-Year Roadway Impact Fee Capital Improvements Plan	
	Service Area A	19
	Service Area B	21
	Service Area C	23
	Service Area D	25

List of Tables

1	Residential and Employment 10-Year Growth Projections	12
2	10-Year Roadway Impact Fee Capital Improvements Plan	
	Service Area A	18
	Service Area B	20
	Service Area C	22
	Service Area D	24
3A	Service Volumes for Proposed Facilities	27
3B	Service Volumes for Existing Facilities	27
4	10-Year Roadway Impact Fee CIP with Conceptual Level Cost Projections	
	Service Area A	33
	Service Area B	34
	Service Area C	35
	Service Area D	44
5	Transportation Demand Factor Calculations	40
6	10-Year Growth Projections	42
7	Maximum Assessable Roadway Impact Fee Computation	43
8	Maximum Assessable Roadway Impact Fee	48
9	Land Use / Vehicle-Mile Equivalency Table (LUVMET)	51
10	Land Use Descriptions	52



EXECUTIVE SUMMARY

Introduction

Impact Fees are a mechanism for funding the public infrastructure necessitated by new development. Across the country, they are used to fund police and fire facilities, parks, schools, roads and utilities. In Texas, the legislature has allowed their use for water, wastewater, roadway and drainage facilities. Since 1996, they have been used to fund public water and wastewater improvements in the City of Leander.

In the most basic terms, impact fees are meant to recover the incremental cost of the impact of each new unit of development creating new infrastructure needs. In the case of Roadway Impact Fees, the infrastructure need is the increased capacity on arterial and collector roadways that serve the overall transportation system. The purpose of the 2022 Roadway Impact Fee Study is to identify the fee per unit of new development necessary to fund these improvements in accordance with the enabling legislation, Chapter 395 of the Texas Local Government Code.

Impact Fees are a mathematical calculation that determines a maximum impact fee that would be equivalent for growth paying for growth. The Maximum Roadway Impact Fee per Service Unit for Roadway Facilities is considered an appropriate measure of the impacts generated by a new unit of development on the City's Roadway System. An impact fee program is anticipated to be designed so that it is **predictable** for both the development community and City. An impact fee program is **equitable** since similar developments pay a similar fee regardless if they are the first or last to develop. An impact fee program is **transparent**. This report describes in detail how the fee is calculated and how a Capital Improvement Advisory Committee (Planning & Zoning Commission) monitors the Impact Fee program. An impact fee program is **flexible** in that funds can be used on priority projects and not just on projects adjacent to a specific development (historical collections). An impact fee program is **consistent** with other City goals and objectives for growth. For example, the actual collection rate set by Council may be determined to be less than the Maximum Roadway Impact Fee to achieve and be in alignment with other City goals and objectives for growth. Collection rates may also differ by land use type or geographic area of the City to align with goals and objectives.



Impact Fee Basics

Roadway Impact Fees are determined by several key variables, each described below in greater detail.

Impact Fee Study

The 2022 Roadway Impact Fee Study is to determine the maximum impact fee per unit of new development chargeable as allowed by the state law. This determination is not a recommendation; the actual fee amount ultimately assessed is at the discretion of the Leander City Council, so long as it does not exceed the maximum assessable fee allowed by law. The study looks at a period of 10 years to project new growth and corresponding capacity needs, as required by state law. The study and corresponding maximum fees must be restudied at least every five years. However, the study can be updated at any time to accommodate significant changes in any of the key variables of the impact fee equation.

Service Areas

A Service Area is a geographic area within which a unique maximum impact fee is determined. All fees collected within the Service Area must be spent on eligible improvements within the same Service Area. For Roadway Impact Fees, the Service Area may not exceed 6 miles. In Leander, this restriction necessitated the creation of 4 separate Service Areas. A map of the Service Areas can be found on Page 14.

In defining the Service Area boundaries, the project team considered the corporate boundary, required size limit, adjacent land uses, highway facilities, and topography. Since each Service Area has a unique maximum impact fee, the per-unit maximum fee for an identical land use will vary from one Service Area to the next. For this reason, the team avoided drawing a Service Area boundary through uniform land uses where possible. Service Area options were presented and the map was selected jointly by the City Council and Planning and Zoning Commission on October 12, 2021.



Land Use Assumptions

The Impact Fee determination is required to be based on the projected growth and corresponding capacity needs in a 10-year window. This study considers the years 2021-2031. Acknowledging that the parameters of the study (the corporate boundaries, Transportation Plan, Comprehensive Plan, zoning maps, platting history, etc.) are changing constantly, this study is based on conditions as they were on December 15, 2021.

One of the key elements in the determination of the impact fee is the amount of new development anticipated over 10 years. The residential and non-residential growth projections were performed using the City of Leander's draft Comprehensive Plan growth projections and compared with the historical building permit data and development pipeline anticipated projects.

Roadway Impact Fee Capital Improvements Plan

The Roadway Impact Fee Capital Improvements Plan (RIF CIP) is distinct and separate from the City's traditional Capital Improvements Plan (CIP). The RIF CIP is a list of projects eligible for funding through impact fees. The City's Transportation Master Plan (TMP) is the plan for the infrastructure that is estimated to be necessary to accommodate the expected growth. Only those capacity improvements included in the City's TMP are included in the RIF CIP, as well as any previous bond projects that supplied excess capacity for future growth that the City is still paying debt on and CIP projects programmed separate from the TMP that increase capacity. Capacity improvements may include the addition of lanes, intersection improvements, or the extension of a new road. Resurfacing or other maintenance activities do not qualify as capacity improvements under impact fee law in Texas and cannot be funded with Roadway Impact Fees.

The cost of the RIF CIP is one of the fundamental factors in the calculation of the per-unit maximum impact fee. The RIF CIP's cost was calculated through systematic evaluation of each eligible project. The project team visited each project site to determine the project scope, the presence of any special conditions (such as the need for significant drainage improvements or railroad crossings) and whether various additional construction costs were applicable (such as costing for significant grades). In determining project limits, the team identified roadway segments with uniform need. For example, Hero Way was previously constructed from Lakeline Boulevard to US 183A as a 5-lane undivided



arterial using previous transportation bond dollars, while a portion of the roadway recommended for access management by adding a median with openings for left turns, and the remainder of Hero Way west of Lakeline Boulevard is shown as a widening to a 4-lane divided arterial from the existing 2-lane undivided section. These were split as two separate projects based on uniform need. Developing unit costs from recently City bid projects and TxDOT moving average bid prices, uniform costs were determined for the major items of work, additional construction items, and project delivery costs. Section III provides a listing of the 10-Year RIF CIP by service area in Tables 4.A – 4.D and maps of the RIF CIP by service area in Exhibits 2.A – 2.D. Finally, detailed cost projections by project can be found in Appendix A. It should be noted that these cost projections are based on conceptual level planning and are subject to refinement upon final design.

Only those projects listed in the RIF CIP are eligible to utilize impact fee funds. In order to optimize future flexibility, all capacity improvements included in the Transportation Master Plan within the City's corporate limits at the time of this study are included in the RIF CIP and will be eligible to utilize impact fee funds. In some cases, an interim project designation was used due to the ultimate build out not being needed in the 10-year window. An example of this is San Gabriel Parkway from Bagdad Road to US 183, which is shown as a 4-lane divided widened arterial in the RIF CIP, but ultimately will be built out to a 6-lane divided arterial based on the Transportation Master Plan.

Only the costs associated with providing the additional capacity necessitated by 10 years of growth can be used to calculate the maximum impact fee. To calculate the maximum impact fee, the total cost of the RIF CIP at build-out was reduced to account for (1) the portion of new capacity that will address existing needs, (2) the portion of new capacity that will not be necessitated until beyond the 10-year growth window, and (3) contributions already made by current developments. A ratio that compares 10 years' demand for capacity to the net supply of capacity (total new capacity in the RIF CIP minus existing needs) can be calculated. That ratio, which may not exceed 100%, is then applied to the cost of the net capacity supplied. The result is a determination of the costs attributable to the next 10 years' growth, which is then used to calculate the maximum impact fee in accordance with state law. The result is known as the recoverable cost of the RIF CIP.

Service Unit

The “service unit” is a measure of consumption or use of the capital facilities by new development. In other words, it is the unit of measure used in the 2022 Roadway Impact Fee Study to quantify the supply and demand for roads in the City. For transportation purposes, the service unit is defined as a vehicle-mile. A vehicle-mile is the capacity consumed in a single lane in the PM peak hour by a vehicle making a trip one mile in length. The PM Peak is used as the basis for transportation planning and the estimation of trips caused by new development.

Impact Fee Calculation

In simplest terms, the maximum impact fee allowable by law is calculated by dividing the recoverable cost of the RIF CIP by the number of new service units of development. In accordance with state law, both the cost of the RIF CIP and the number of new service units of development used in the equation are based on the growth and corresponding capacity needs projected to occur within a 10-year window. This calculation is performed for each service area individually; each service area has a stand-alone RIF CIP and 10-year growth projection.

In practice, there are many factors that complicate this calculation. The maximum impact fee allowable by law for each service area is calculated in **Table 8**. A detailed discussion of the calculation precedes Table 8, found on Page 43.

Collection and Use of Roadway Impact Fees

Roadway Impact Fees are assessed when a final plat is recorded. The assessment defines the impact of each unit at the time of platting, according to land use, and may not exceed the maximum impact fee allowed by law. An existing plat would be assessed at the adoption of the ordinance and would be exempt from impact fees for one year. Roadway Impact Fees are collected when a building permit is issued. Therefore, funds are not collected until development impacts are introduced to the transportation system. Funds collected within a service area can be used only within the same service area. Finally, fees must be utilized within 10 years of collection in the designated service area or must be refunded with interest. Fees should be utilized in a first in, first out basis.



Adoption Process

Chapter 395 of the Texas Local Government Code stipulates a specific process for the adoption of Roadway Impact Fees. A Capital Improvements Advisory Committee (CIAC) is required to review the Land Use Assumptions and RIF CIP used in calculating the maximum fee, and to provide the Committee's findings for consideration by the City Council. The CIAC also reviews the Roadway Impact Fee ordinance and provides its findings to the City Council. The composition of the CIAC is required to adequately represent the building and development communities. The City Council then conducts a public hearing on the Land Use Assumptions, RIF CIP, and Impact Fee Ordinance. Two public hearings are required for the 2022 Roadway Impact Fee study: one for Land Use Assumptions and RIF CIP, and another for the Impact Fee Calculation and Ordinance.

Following policy adoption, the CIAC is tasked with advising the City Council of the need to update the Land Use Assumptions or the RIF CIP at any time within five years of adoption. Finally, the CIAC oversees the proper administration of the Impact Fee, once in place, and advises the Council as necessary.

2022 Roadway Impact Fee Study Pre-Credit Results

Below is the listing of the 2022 Pre-Credit Maximum Assessable Impact Fee Per Service Unit (Vehicle-Mile):

Service Area	Maximum Fee Per Service Unit (per Vehicle-Mile)
A	\$2,273
B	\$491
C	\$939
D	\$1,718

I. INTRODUCTION

Chapter 395 of the Texas Local Government Code describes the procedure political subdivisions must follow to create and implement impact fees. Chapter 395 defines an Impact Fee as “a charge or assessment imposed by a political subdivision against new development to generate revenue for funding or recouping the costs of capital improvements or facility expansions necessitated by and attributable to the new development.”

The City of Leander has retained Kimley-Horn and Associates, Inc. to provide professional transportation engineering services for the 2022 Roadway Impact Fee Study. This report includes details of the Roadway Impact Fee calculation methodology in accordance with Chapter 395, the applicable Land Use Assumptions, development of the Roadway Impact Fee Capital Improvements Plan (RIF CIP), and the Land Use Vehicle-Mile Equivalency Table.

This report references two of the basic inputs to the Roadway Impact Fee:

- 1) **Land Use Assumptions** (Pg. 9)
- 2) **Roadway Impact Fee Capital Improvements Plan (RIF CIP)** (Pg. 16)

Information from these Land Use Assumptions and RIF CIP is used extensively throughout the remainder of the report.

There is a detailed discussion of the methodology for the computation of impact fees. This discussion is broken into three components:

- 1) **Methodology for Roadway Impact Fees** (Pg. 26)
- 2) **Roadway Impact Fee Calculation** (Pg. 43)
- 3) **Plan for Financing and the Ad Valorem Tax Credit** (Pg. 46)



The components of the **Computation Method for Roadway Impact Fee** include development of:

- Service Areas (Pg. 26)
- Service Units (Pg. 26)
- Cost Per Service Unit (Pg. 28)
- RIF CIP Costing Methodology (Pg. 28)
- Summary of RIF CIP Costs (Pg. 32)
- Service Unit Calculation (Pg. 37)

The Roadway Impact Fee is then calculated as:

- Maximum Assessable Impact Fee Per Service Unit (Pg. 43)
- Service Unit Demand Per Unit of Development (Pg. 49)

The report also includes a section concerning the **Plan for Financing and the Ad Valorem Tax Credit**. This involves the calculation of the applicable credit required by law to offset the City's use of ad valorem taxes to help fund the RIF CIP. This plan will be prepared by NewGen Strategies and included in the Final Report.

II. LAND USE ASSUMPTIONS

A. Purpose and Overview

In order to assess an impact fee, Land Use Assumptions must be developed to provide the basis for residential and employment growth projections within a municipality. As defined by Chapter 395 of the Texas Local Government Code, these assumptions include a description of changes in land uses, densities, and development in the service area. The land use assumptions are then used in determining the need and timing of transportation improvements to serve future development.

This report documents the process used to develop the Land Use Assumptions for the City of Leander's Roadway Impact Fee (RIF) study. In accordance with Chapter 395 of the Texas Local Government Code, roadway impact fees must be calculated based on reasonable expectations of residential and employment growth within the next ten years (2021 – 2031).

Information from the following sources was compiled to complete the Land Use Assumptions:

- Transportation Master Plan 2021
- Leander Comprehensive Plan Future Land Use Plan 2021
- City of Leander Historical Building Permit Data 2011-2021
- Williamson Central Appraisal District (WCAD) Parcel Data (current as of November 2021)
- Travis Central Appraisal District (TCAD) Parcel Data (current as of November 2021)
- City of Leander staff
- Water and Wastewater Impact Fee Studies
- City of Leander known Developments provided by Staff October 2021



This Land Use Assumptions Summary includes the following components:

- **Land Use Assumptions Methodology** – An overview of the general methodology used to generate the land use assumptions.
- **Roadway Impact Fee Service Areas** – Explanation of the division of Leander into service areas for roadway and infrastructure facilities.
- **Residential and Employment Growth** – Data on residential and employment growth within each service area over the next ten years (2021 – 2031).
- **Land Use Assumptions Summary Table** – A synopsis of the Land Use Assumptions.

The residential and employment estimates and projections were compiled in accordance with the following categories:

Units: Number of dwelling units, both single and multi-family.

Employment: Square feet of building area based on three (3) different classifications. Each classification has unique trip making characteristics.

Retail: Land use activities which provide for the retail sale of goods which primarily serve households and whose location choice is oriented toward the household sector, such as grocery stores and restaurants.

Service: Land use activities which provide personal and professional services, such as government and other professional offices. This also includes educational uses, a new category in the CAMPO 2045 Model that served as a basis for the Leander TMP Model.

Basic: Land use activities that produce goods and services such as those which are exported outside of the local economy, such as manufacturing, construction, transportation, wholesale, trade, warehousing, and other industrial uses.

The above categories in the Land Use Assumptions match those used to develop the travel demand model for the City of Leander. These broader categories are used in the development of the assumptions for impact fees; however, expanded classifications used in the assessment of impact fees are found in the Land Use / Vehicle-Mile Equivalency Table (Pg. 51).

B. Land Use Assumptions Methodology

The residential and non-residential growth projections formulated in this report were performed using reasonable and generally accepted planning principles. The following factors were considered in developing these projections:

- Character, type, density, and quantity of existing developments
- Emerging projects
- Historical growth trends

Determination of the ten-year growth within the Roadway Impact Fee study area was accomplished through two general steps:

- **Step 1: Determine Base Year (2021)**
- **Step 2: Determine 10-Year Growth Projections**

Step 1: Determine Base Year (2021)

Data was collected from WCAD and TCAD in November 2021, which included parcel data in GIS format, as well as land information, improvement information, and other property data in tabular format. Information collected in tabular format was associated to parcels based on a common parcel identification number and used to determine if a property was vacant, building square footage for occupied parcels, and land use based on state code. State codes were used to determine whether a property was single family residential, multifamily residential, retail, service or basic non-residential land use, and geographically assign the base year land use assumptions for each service area. A conversion of square footage per unit was utilized to determine the number of units for multifamily land uses based on average multifamily unit sizes.

Step 2: Determine 10-Year Growth Projections

The Future Land Use Plan in the 2021 Comprehensive Plan update was used to determine build-out conditions for the City of Leander. For the purposes of determining a 10-year window, it was assumed that 60% of the remaining growth to Build-Out in the City will occur in the next 10 years, with growth for 2021 to 2031 being determined by linear interpolation. 60% was chosen based on Comprehensive Plan projections as well as the Water and Wastewater Impact Fee projections to be in alignment. Density of development used in the Comprehensive Plan and split of residential and non-residential land uses assumed for each Future Land Use were used to determine build out demographics. Build out residential units were broken out into a split of 20% multifamily units and 80% single family units based on historical data from 2007 to 2020 in the City of Leander.

The 2031 projections were compared to historical building permit data from 2007 to 2020 and emerging projects in the development pipeline tracked by the City to calibrate growth projections from the Comprehensive Plan and validate the 10-year growth assumptions.

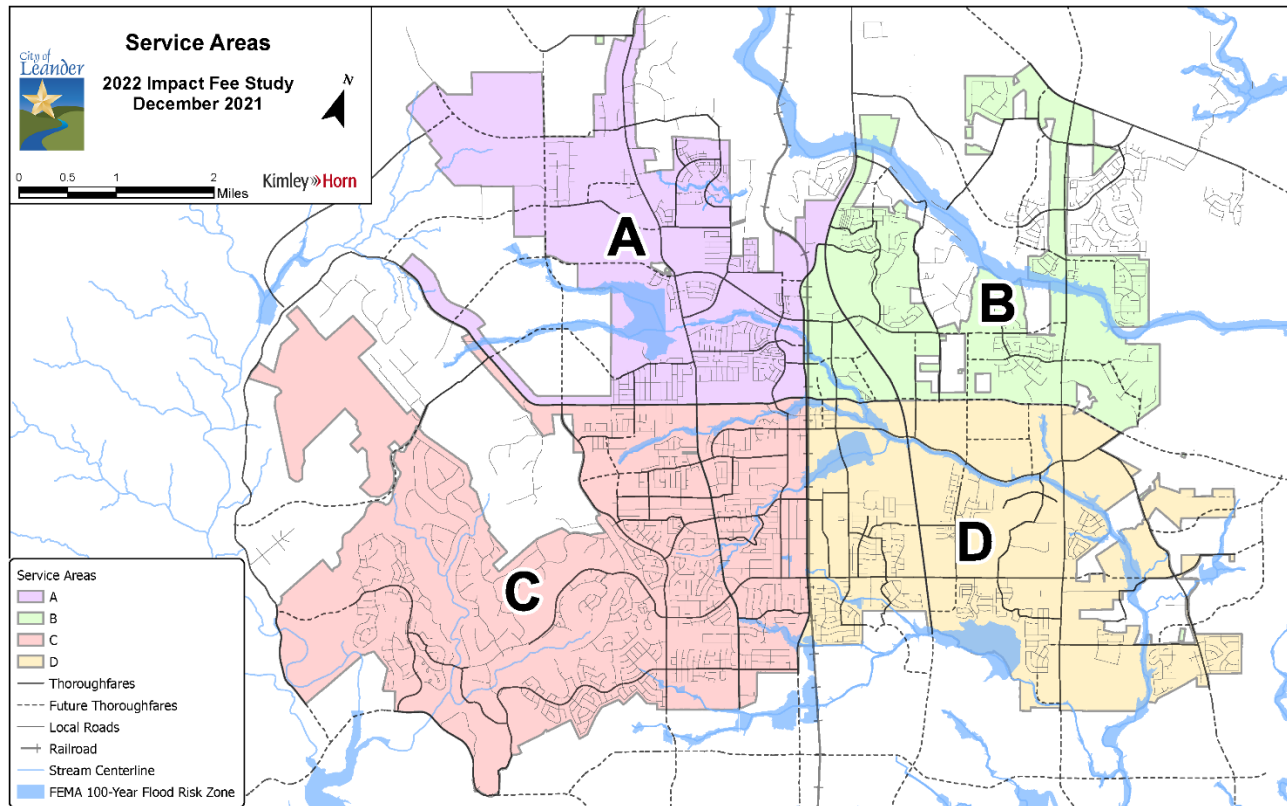
From 2016 – 2020, 8,459 single family residential dwelling units were constructed in the City of Leander. The average of the historical trends (assuming growth rate for historical years from 2016 to 2020 continues from 2021 to 2031), and the Comprehensive Plan were used to determine growth projections. Finally, planned large non-residential projects and multi-family residential projects were also added to the average of the Comprehensive Plan, and historical trends to further calibrate the Land Use Assumptions shown in **Table 1**.

C. Roadway Impact Fee Service Areas

The geographic boundary of the proposed impact fee service areas for transportation facilities is shown in **Exhibit 1**. The City of Leander is divided into four (4) service areas, each based upon the six (6) mile limit, as required in Chapter 395. For transportation facilities, the service areas as required by state law are limited to areas within the current corporate City limits. In defining the Service Area boundaries, the project team considered the corporate boundary, required six (6) mile size limit, adjacent land uses, highways and topography. Since each Service Area will have a unique maximum impact fee, the per-unit maximum fee for an identical land use will vary from one Service Area to the next. For this reason, the areas of uniform land use were contained within the same Service Area where possible.

It should be noted that at locations where Service Area boundaries align with a City roadway, the proposed boundary is intended to follow the centerline of the roadway, unless otherwise noted. In cases where a Service Area boundary follows the City Limits, only those portions of the transportation facility within the City Limits are included in the Service Area. For example, if a Service Area Boundary follows the City Limits, and one side of a transportation facility is in the City Limits and the other is not, only 50% of the facility may be included in the RIF CIP. Another example is where the Service Area boundary follows the edge right-of-way for a transportation facility, but the right-of-way and other side of the transportation facility is out of the City Limits. In this case, 50% of the transportation facility is included in the RIF CIP. For intersection projects along a Service Area boundary, only the corners of the intersection that fall within a Service Area boundary are considered for inclusion in the respective Service Area. For example, if one corner of an intersection is outside of the City Limits, one corner is in one service area, and the remaining two corners are in another service area, the first service area would include 25% of the intersection project, and the second would include 50% of the intersection project.

Exhibit 1 – Proposed Service Areas



D. Land Use Assumptions Summary

Table 1 summarizes the residential and employment 10-year growth projections.

Table 1. Residential and Employment 10-Year Projections

Service Area	Year	Residential (Units)		Employment (Sq. Ft.)			
		Single Family	Multi-Family	Basic	Service	Retail	Total
A	2021 - 2031	4,821	1,205	1,000,000	300,000	300,000	1,600,000
B		5,331	3,714	0	2,400,000	2,500,000	4,900,000
C		4,409	1,102	0	800,000	600,000	1,400,000
D		4,414	3,603	200,000	1,600,000	2,975,000	4,775,000
Total		18,974	9,624	1,200,000	5,100,000	6,375,000	12,675,000

III. ROADWAY IMPACT FEE CAPITAL IMPROVEMENTS PLAN

The City of Leander has identified the transportation projects needed to accommodate the projected growth within the City. The City's Transportation Master Plan (TMP) is the plan for the infrastructure that is estimated to be necessary to accommodate the expected growth. The Roadway Impact Fee Capital Improvements Plan (RIF CIP) consists of 4 categories of projects for roadway facilities as well as intersection projects described on Pg. 17 of this report. They are as follows:

- **New Roadway** - All future roadways needed to complete the Transportation Master Plan.
- **Roadway Widening** – Existing roadways not currently built to the ultimate class in the Transportation Master Plan and must be completely reconstructed.
- **Access Management** – Existing 5-lane undivided roadways identified for median construction in the existing center turn lane for access management purposes.
- **Previous Bond Project** – Identified corridors that were previously constructed and have excess capacity for future development to utilize.

The RIF CIP includes arterial class roadway facilities, collector facilities as well as major intersection improvements. Roadway facilities identified are included in the Transportation Master Plan except for some roadway alignment modifications due to city direction and some collector widenings identified through discussion with City Staff. Some collector facilities were identified as being built by others through development agreements or other agencies such as Williamson County or TxDOT or being funded through other measures that would preclude inclusion in the RIF CIP. Through evaluation of the Transportation Master Plan with City staff, some facilities were identified that were upgraded or downgraded from their functional classification to reflect capacity need in a 10-year window.

In addition to roadway facilities, major intersection improvements were identified by determining capacity needs through either turn lanes or improved traffic control measures based on Transportation Master Plan functional classifications of intersecting roadways. Intersection improvements were categorized as follows:

- **Signal** – Either a new signal or modification to an existing signal due to construction of a new roadway approach to an existing signalized intersection.
- **Roundabout** – A new circular intersection on collector or local roads.
- **Other Capacity** – These could include the addition or extension of a turn lane consistent with TxDOT lane length recommendations based on roadway classification, innovative intersections, or other improvements to increase efficiency and safety.
- **ITS Upgrades** – This item was identified by City staff and was split evenly between the four (4) service areas for developing the Roadway Impact Fee.

All intersection improvement recommendations are recommended to undergo a design level evaluation before implementation to ensure the most appropriate improvements are made. In the case where a design level evaluation determines improvements contrary to the RIF CIP, such as turn lane improvements in place of a signal, the RIF CIP cost allocated to the intersection may still be applied to the alternate improvements.

The proposed RIF CIP is listed in **Tables 2.A – 2.D** and mapped in **Exhibits 2.A – 2.D**. The tables show the length of each project as well as the facility's typology. The RIF CIP was developed in conjunction with input from City of Leander staff and represents projects that will be needed to accommodate the growth projected in the Land Use Assumptions section of this report.



Table 2.A. 10-Year Roadway Impact Fee Capital Improvements Plan – Service Area A

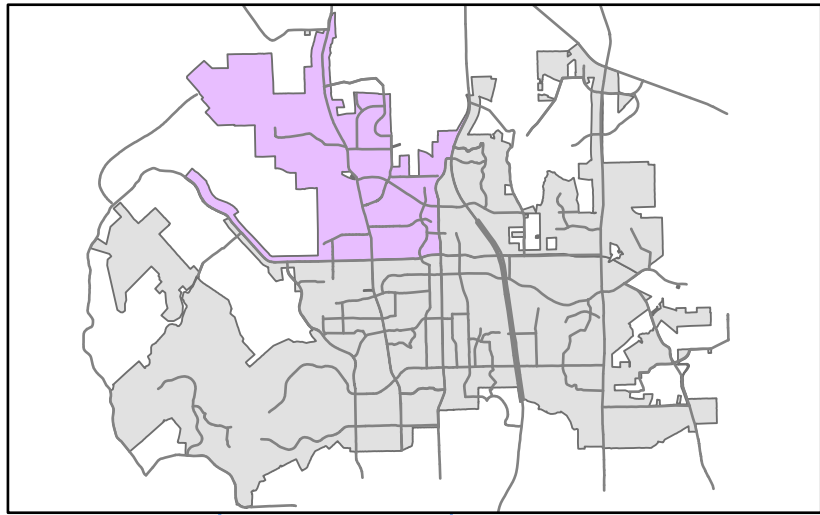
Street Improvements - Service Area A

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area
A-1	New 4-Lane Arterial	Lakeline Blvd	From 1,125' S OF CR 281 To 1,635' S OF CR 280	0.66	50%
A-2	New 4-Lane Arterial	Lakeline Blvd	From LIVE OAK RD To 1,635' S OF CR 280	1.03	100%
A-3	New 4-Lane Arterial	Lakeline Blvd	From 1,635' S OF CR 280 To 75' N OF BAGDAD RD	0.20	50%
A-4	New 4-Lane Arterial	Lakeline Blvd	From 480' N OF OLD 2243 WEST To OLD 2243 WEST	0.09	100%
A-5	Access Management	Bagdad Rd	From 1300' N OF CR 281 To CR 281	0.26	50%
A-6	Access Management	Bagdad Rd	From CR 281 To 930' NW OF W SAN GABRIEL PKWY	2.41	100%
A-7	Access Management	Bagdad Rd	From 930' NW OF W SAN GABRIEL PKWY To 380' NW OF W SAN GABRIEL PKWY	0.11	50%
A-8	Access Management	Bagdad Rd	From 380' NW OF W SAN GABRIEL PKWY To HERO WAY	1.41	100%
A-9, B-15	Access Management	US 183	From US 183A To HERO WAY	1.70	50%
A-10	New Collector	CR 280	From 1,725' W OF LAKELINE BLVD To 530' E OF LAKELINE BLVD	0.43	100%
A-11	New Collector	CR 280	From 1,965' W OF BAGDAD RD To BAGDAD RD	0.40	100%
A-12	Widen Collector	Heritage Grove Rd	From HALSEY DR To 1,295' W OF W BROADE ST	0.32	100%
A-13	Widen Collector	Heritage Grove Rd	From 1,295' W OF W BROADE ST To 460' E OF W BROADE ST	0.16	50%
A-14	Widen Collector	Heritage Grove Rd	From 460' W OF W BROADE ST To W BROADE ST	0.09	100%
A-15	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From LAKELINE BLVD To 1,760' E OF LAKELINE BLVD	0.34	50%
A-16	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From 1,760' W OF LAKELINE BLVD To 1,400' W OF BAGDAD RD	0.76	100%
A-17	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From 1,400' W OF BAGDAD RD To 165' W OF BAGDAD RD	0.24	50%
A-18	Widen 6-Lane Arterial (2/3)	San Gabriel Pkwy	From BAGDAD RD To N US 183	1.46	100%
A-19	Widen 4-Lane Arterial	Hero Way	From SAN GABRIEL PKWY To 1,100' E OF SAN GABRIEL PKWY	0.21	50%
A-20, C-13	Widen 4-Lane Arterial	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	50%
A-21, C-14	Access Management	Hero Way	From LAKELINE BLVD To US 183	2.51	50%
A-22	New Collector	Live Oak Rd	From LAKELINE BLVD To WESTERN CITY LIMITS	1.37	100%
A-23	New Collector	Live Oak Rd	From LAKELINE BLVD To 2240' E OF LAKELINE BLVD	0.42	50%
A-24	Widen Collector	Live Oak Rd	From BAGDAD RD To 1725' W OF BAGDAD RD	0.33	100%

Signal Installation and Intersection Improvements - Service Area A

Project #	Project Type	Intersection	Project Source	Percent in Service Area
ABCDI-1	Other Capacity	US 183 and Hero Way	TMP - ICE	25%
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%

Note: The 10-Year Roadway Impact Fee CIP is not in a prioritized order.

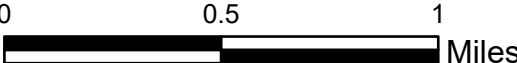




Service Area A

2022 Impact Fee Study

December 2021



Kimley»Horn

- New Roadway Project
- Roadway Widening Project
- Access Management Project
- Previous Bond Project
- Intersection Projects
- + Railroad
- Other Thoroughfares
- - - Other Thoroughfares (Future)
- Stream Centerline
- FEMA 100-Year Flood Risk Zone

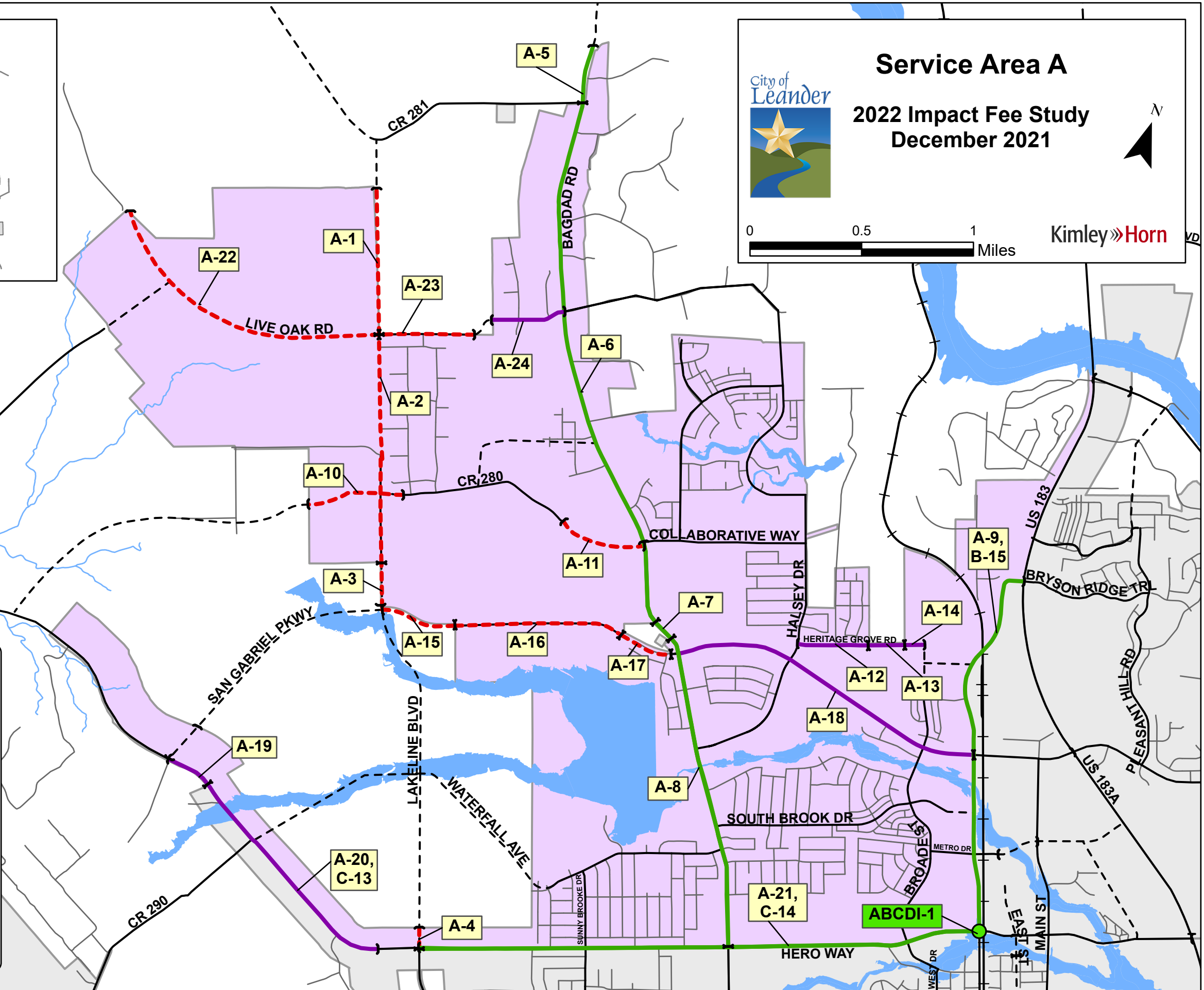




Table 2.B. 10-Year Roadway Impact Fee Capital Improvements Plan – Service Area B

Street Improvements - Service Area B

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area
B-1	New 4-Lane Arterial (1/2)	Kaufmann Loop	From SH 29 To 875' SW OF SH 29	0.17	100%
B-2	Widen Substandard	CR 270	From N US 183 To 965' E OF N US 183	0.20	100%
B-3	Widen Substandard	CR 270	From 825' S OF ORCHARD DR To PVT RD 918	0.65	50%
B-4	Widen Substandard	CR 270	From 300' S OF NORWOOD DR To 250' N OF SAN GABRIEL PKWY	0.29	50%
B-5	Widen Substandard	CR 270	From 250' N OF SAN GABRIEL PKWY To SAN GABRIEL PKWY	0.05	100%
B-6	Widen Substandard	CR 270	From 190' S OF SAN GABRIEL PKWY To 410' S OF SAN GABRIEL PKWY	0.04	50%
B-7	Widen Substandard	CR 270	From 410' S OF SAN GABRIEL PKWY To 680' S OF SAN GABRIEL PKWY	0.05	100%
B-8	Widen Substandard	CR 270	From 680' S OF SAN GABRIEL PKWY To 1,500' S OF SAN GABRIEL PKWY	0.15	50%
B-9	Widen Substandard	CR 270	From 2,400' N OF HERO WAY To 1,990' N OF HERO WAY	0.08	100%
B-10	Widen Substandard	CR 270	From 1,990' N OF HERO WAY To 1,550' N OF HERO WAY	0.08	50%
B-11	Widen Substandard	CR 270	From 1,550' N OF HERO WAY To 405' N OF HERO WAY	0.22	100%
B-12	Widen Substandard	CR 270	From 405' N OF HERO WAY To HERO WAY	0.08	100%
B-13	Widen 6-Lane Arterial (2/3)	San Gabriel Pkwy	From N US 183 To 183A TOLL RD	0.45	100%
B-14	New Collector	Raider Way	From SAN GABRIEL PKWY To HERO WAY	0.68	100%
A-9, B-15	Access Management	US 183	From US 183A To HERO WAY	1.70	50%
B-16	New 4-Lane Arterial (1/2)	San Gabriel Pkwy	From CR 270 To 1,415' E of CR 270	0.27	50%
B-17	New 4-Lane Arterial (1/2)	San Gabriel Pkwy	From 1,415' E of CR 270 To 375' W of Logan Del Way	0.31	100%
B-18	Widen 4-Lane Arterial	San Gabriel Pkwy	From 865' W of Ronald Reagan Blvd To Ronald Reagan Blvd	0.17	100%
B-19	New Collector	Metro Dr	From Leander Dr To Mel Mathis Ave	0.18	100%
B-20, D-30	New 3-Lane Frontage	Hero Way ROW	From US 183 To RM 2243	2.34	50%

Signal Installation and Intersection Improvements - Service Area B

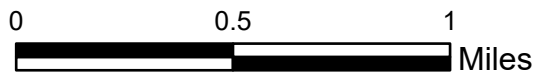
Project #	Project Type	Intersection	Project Source	Percent in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%
BI-1	Signal	San Gabriel Pkwy and Ronald Reagan Blvd	TMP	100%
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	CIP	50%

Note: The 10-Year Roadway Impact Fee CIP is not in a prioritized order.

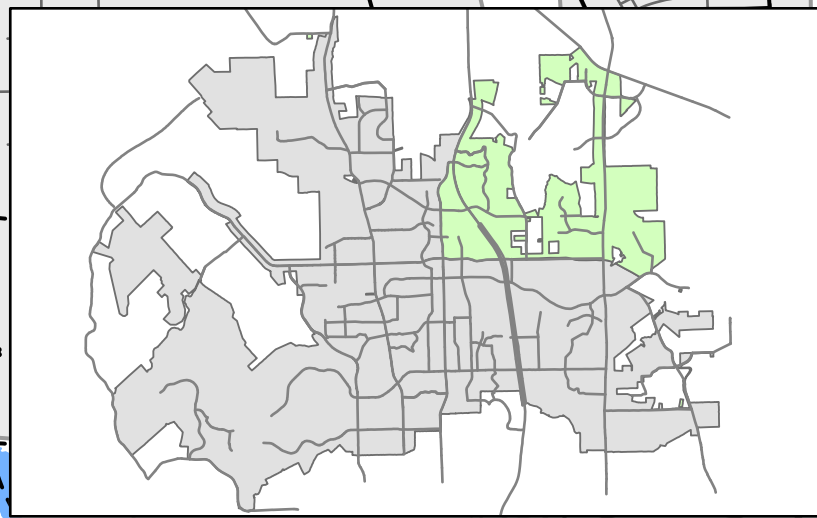


Service Area B

2022 Impact Fee Study
December 2021



Kimley»Horn



- New Roadway Project
- Roadway Widening Project
- Access Management Project
- Previous Bond Project
- Intersection Projects
- ⊥ Railroad
- Other Thoroughfares
- - - Other Thoroughfares (Future)
- Stream Centerline
- FEMA 100-Year Flood Risk Zone

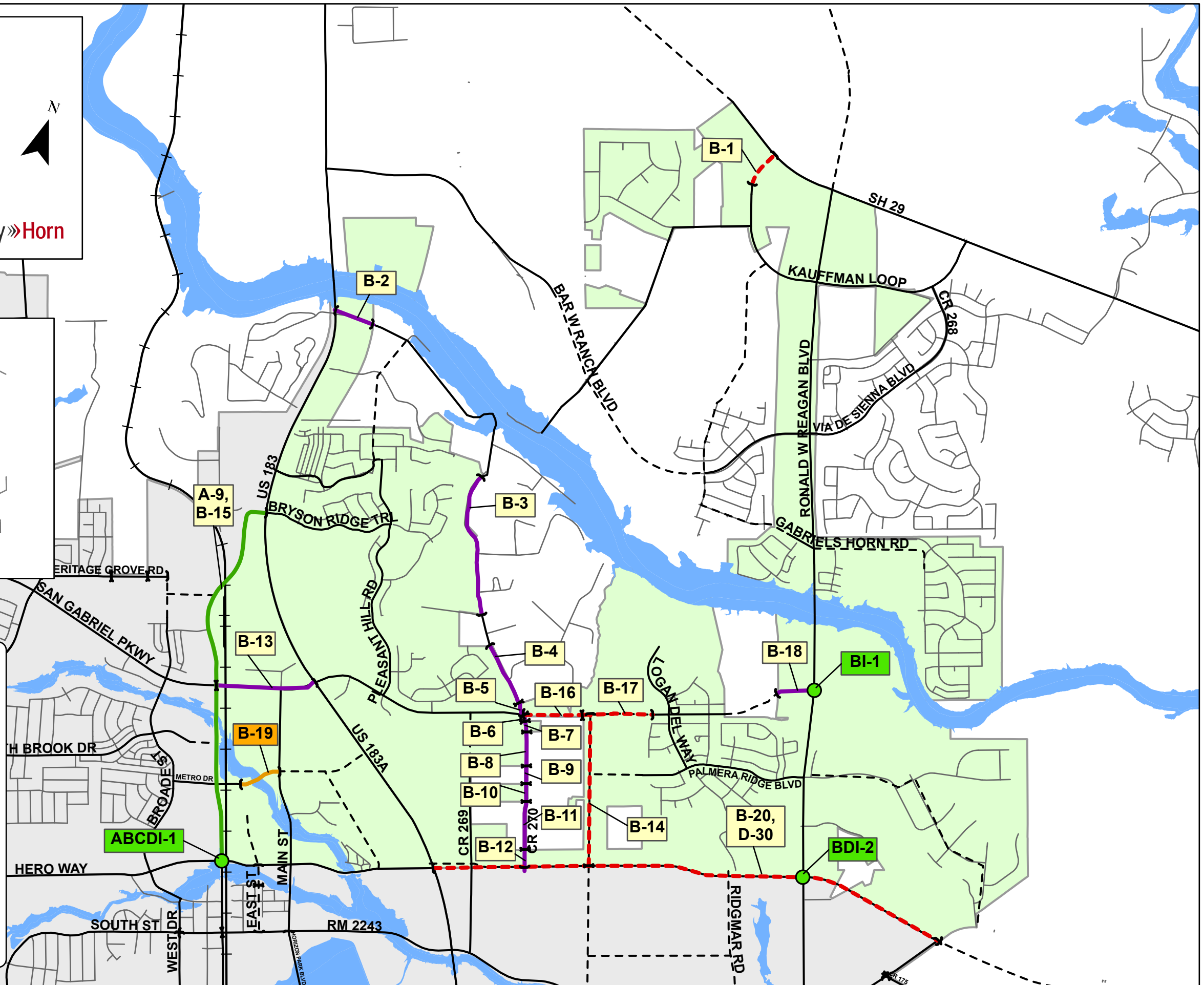




Table 2.C. 10-Year Roadway Impact Fee Capital Improvements Plan – Service Area C

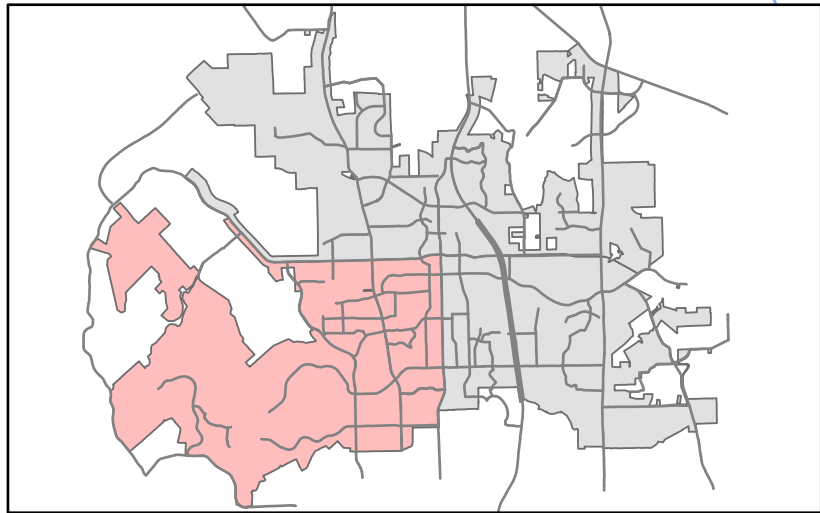
Street Improvements - Service Area C

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area
C-1	Widen 4-Lane Arterial	Nameless Rd	From TRAVIS PKWY To 2,475' NW OF RM 1431	1.06	50%
C-2	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From HERO WAY To 2,815' SE OF HERO WAY	0.55	100%
C-3	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From 2,815' SE OF HERO WAY To 1,765' SE OF VISTA RIDGE	0.64	50%
C-4	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From 1,765' SE OF VISTA RIDGE To 550' NW OF STINNETT DR	0.15	100%
C-5	Access Management	Bagdad Rd	From HERO WAY To 2,595' S OF HERO WAY	0.49	100%
C-6	Access Management	Bagdad Rd	From 2,595' S OF HERO WAY To 475' N OF VISTA RIDGE DR	0.02	50%
C-7	Access Management	Bagdad Rd	From 475' N OF VISTA RIDGE DR To 2,065' S OF OSAGE DR	2.67	100%
C-8	Widen Collector	S West Dr	From W SOUTH ST To 870' N OF SONNY DR	0.53	100%
C-9, D-25	Access Management	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	50%
C-10	Widen Substandard	W South St	From WEST DR To US 183	0.19	100%
C-11	Access Management	Crystal Falls Pkwy	From CANTINA SKY To FIRST VIEW	0.37	100%
C-12	Access Management	Osage Dr	From 315' E OF PAINTED SKY BEND To BAGDAD RD	2.50	100%
A-20, C-13	Widen 4-Lane Arterial	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	50%
A-21, C-14	Access Management	Hero Way	From LAKELINE BLVD To US 183	2.51	50%
C-15	Widen Collector	Municipal Dr	From Nothern Hills To S West Dr	0.56	100%

Signal Installation and Intersection Improvements - Service Area C

Project #	Project Type	Intersection	Project Source	Percent in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%
CI-1	Other Capacity	Crystal Falls Pkwy and Lakeline Blvd	TMP - ICE	100%
CI-4	Roundabout	W South St and West Dr	2018-GO Bond	100%
CI-5	Signal	E Crystal Falls Pkwy and S West St	TMP	100%
CI-6	Signal	Sonny Dr and Lakeline Blvd	TMP	100%
CI-7	Signal	Sonny Dr and Bagdad Rd	TMP	100%
CI-8	Other Capacity	RM 1431 and Travis Pkwy	TMP	20%

Note: The 10-Year Roadway Impact Fee CIP is not in a prioritized order.





Service Area C

2022 Impact Fee Study

December 2021



Kimley»Horn

- New Roadway Project
- Roadway Widening Project
- Access Management Project
- Previous Bond Project
- Intersection Projects
- + Railroad
- Other Thoroughfares
- - - Other Thoroughfares (Future)
- Stream Centerline
- FEMA 100-Year Flood Risk Zone

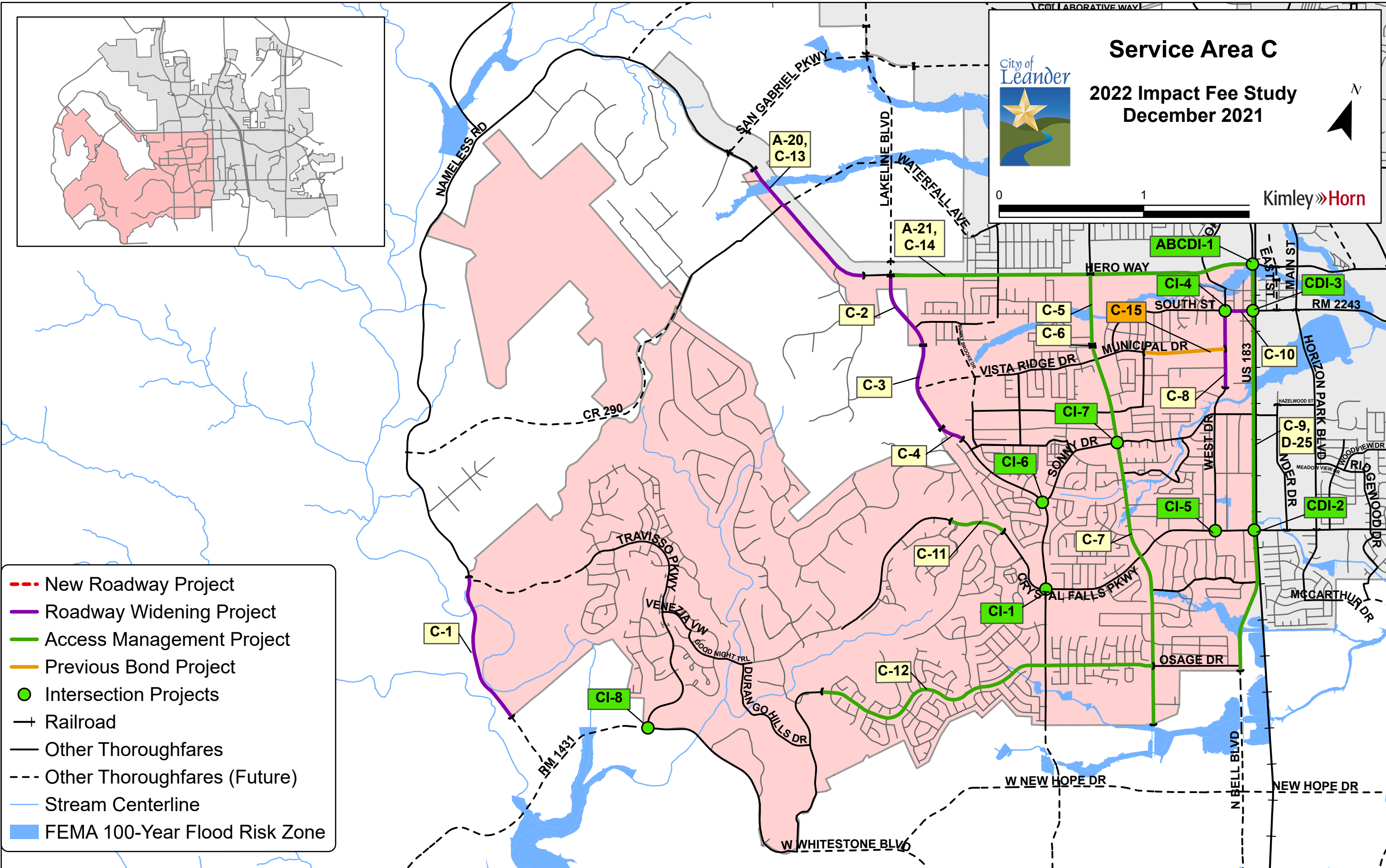


Table 2.D. 10-Year Roadway Impact Fee Capital Improvements Plan – Service Area D

Street Improvements - Service Area D

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area
D-1	Widen Substandard	Leander Dr	From HAZLEWOOD ST To CRYSTAL FALLS DR	0.88	100%
D-2	Widen Collector	Horizon Park Blvd	From RM 2243 To CRYSTAL FALLS PKWY	1.54	100%
D-3	New Collector	Raider Way	From HERO WAY To RM 2243	0.64	100%
D-4	New Collector	Raider Way	From RM 2243 To 1,235' S OF RM 2243	0.25	100%
D-5	Widen 4-Lane Arterial	CR 175	From RM 2243 To 1,265' SE OF RM 2243	0.24	50%
D-6	Widen 4-Lane Arterial	CR 175	From 1,265' SE OF RM 2243 To 2,315' SE OF RM 2243	0.23	100%
D-7	Widen 4-Lane Arterial	CR 175	From 2,315' SE OF RM 2243 To 3,040' SE OF RM 2243	0.14	50%
D-8	Widen 4-Lane Arterial	CR 175	From 1,855' NW OF WHISPER LN To 40' NW OF CRYSTAL FALLS PKWY	0.91	50%
D-9	Widen 4-Lane Arterial	CR 175	From 1,400' SE OF CRYSTAL FALLS PKWY To 500' SE OF PARKSIDE PKWY	0.38	100%
D-10	Widen 4-Lane Arterial	CR 175	From 615' NW OF JOURNEY PKWY To JOURNEY PKWY	0.12	50%
D-11	Widen 4-Lane Arterial	RM 2243	From N US 183 To CR 175	3.21	100%
D-12	Widen 4-Lane Arterial	RM 2243	From CR 175 To HERO WAY	0.28	50%
D-13	New Collector	Woodview Dr	From 980' W OF N US 183 To N US 183	0.18	100%
D-14	New 4-Lane Arterial	Crystal Falls Pkwy	From RONALD REAGAN BLVD To 725' E OF RONALD REAGAN BLVD	0.14	100%
D-15	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,405' E OF RONALD REAGAN BLVD To 2,185' E OF RONALD REAGAN BLVD	0.15	100%
D-16	New 4-Lane Arterial	Crystal Falls Pkwy	From 2,190' E OF RONALD REAGAN BLVD To 1,615' W OF CR 175	0.44	100%
D-17	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 590' W OF CR 175	0.19	50%
D-18	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 115' W OF CR 175	0.08	100%
D-19	Widen 4-Lane Arterial	Journey Pkwy	From RONALD REAGAN BLVD To 4,025' E OF RONALD REAGAN BLVD	0.76	100%
D-20	Widen 4-Lane Arterial	Journey Pkwy	From 4,025' E OF RONALD REAGAN BLVD To 4,700' E OF RONALD REAGAN BLVD	0.13	50%
D-21	Widen 4-Lane Arterial	Journey Pkwy	From 4,700' E OF RONALD REAGAN BLVD To 5,000' E OF RONALD REAGAN BLVD	0.05	100%
D-22	Widen 4-Lane Arterial	Journey Pkwy	From 2,575' W OF CR 175 To 1,875' W OF CR 175	0.13	50%
D-23	Widen 4-Lane Arterial	Journey Pkwy	From 1,875' W OF CR 175 To CR 175	0.35	100%
D-24	Access Management	Ronald Reagan Blvd	From RM 2243 To Southern City Limits	2.56	100%
C-9, D-25	Access Management	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	50%
D-26	Widen Collector	N East St	From Hero Way To E South St	0.30	100%
D-27	Widen Collector	N East St	From E Evans St To E South St	0.21	100%
D-28	Widen Collector	Woodview Dr	From US 183A To Raider Way	0.38	100%
D-29	Widen Collector	Raider Way	From Woodview Dr To Crystal Falls Pkwy	0.53	100%
B-20, D-30	New 3-Lane Frontage	Hero Way ROW	From US 183 To RM 2243	2.34	50%

Signal Installation and Intersection Improvements - Service Area D

Project #	Project Type	Intersection	Project Source	Percent in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	TMP	50%
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%
DI-1	Innovative Intersection	RM 2243 and Ronald Reagan Blvd	TMP - ICE	100%
DI-2	Roundabout	E Woodview Dr and Raider Way	CIP	100%
DI-3	Signal	E Crystal Falls Pkwy and Raider Way	CIP	100%
DI-4	Signal	Journey Pkwy and CR 175	TMP	100%
DI-5	Roundabout	Sonny Dr and Leander Dr	TMP	100%
DI-6	Roundabout	Hazelwood St and Horizon Park Blvd	TMP	100%

Note: The 10-Year Roadway Impact Fee CIP is not in a prioritized order.



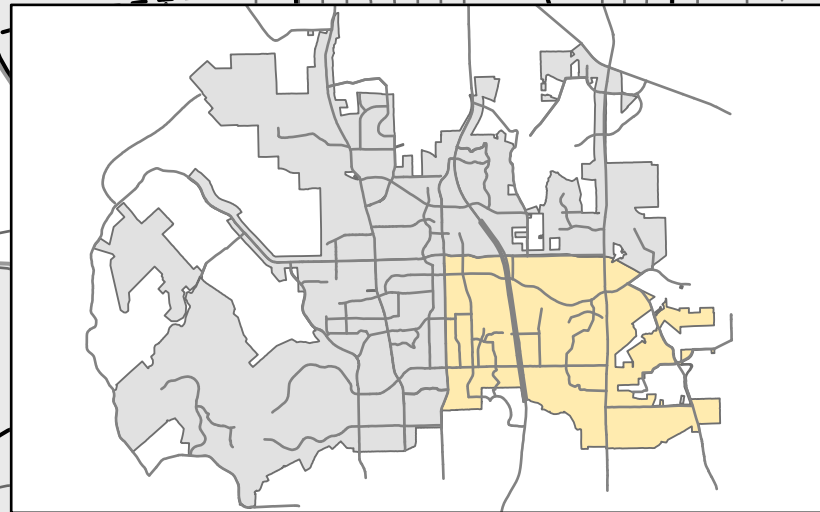
Service Area D

2022 Impact Fee Study
December 2021

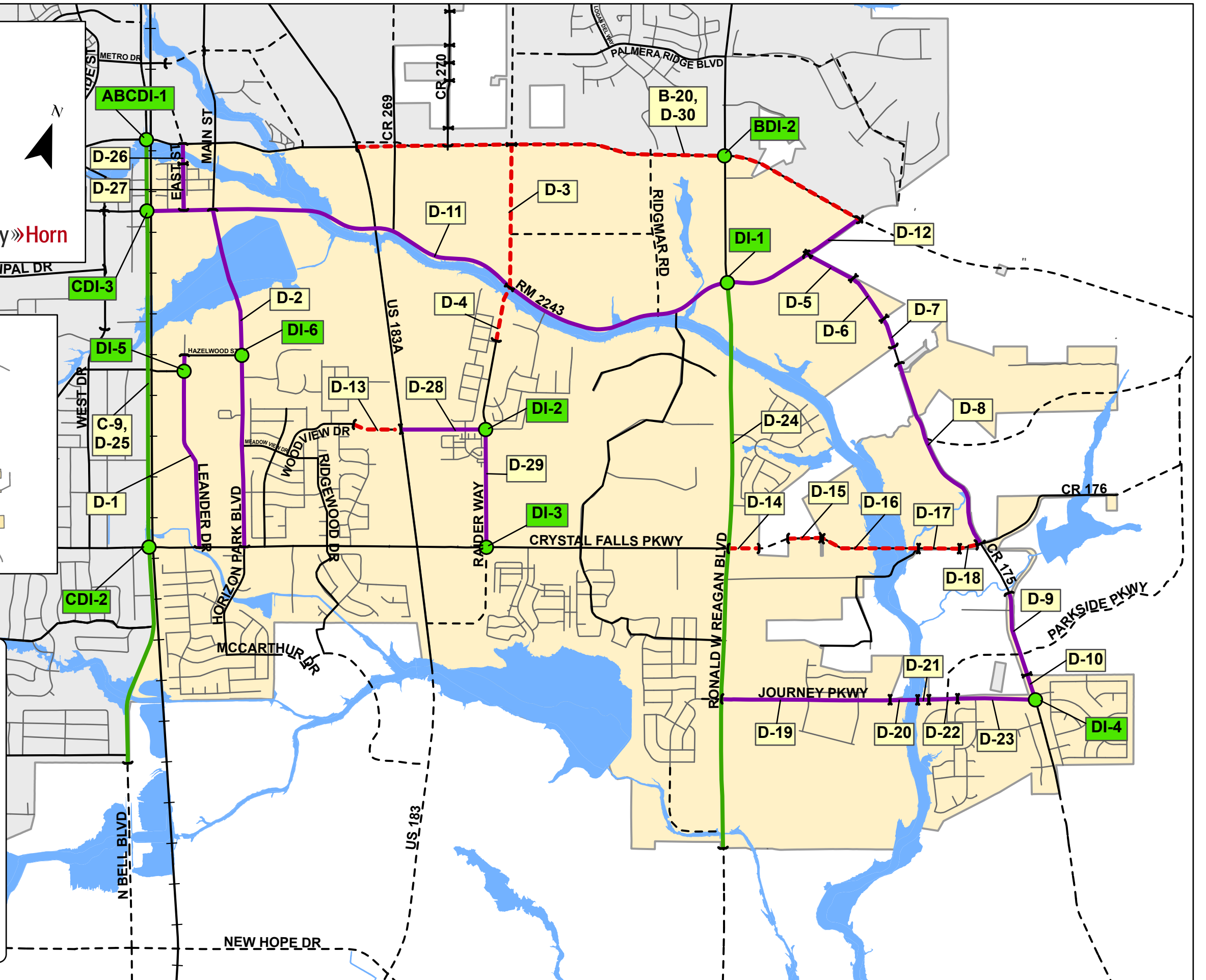


0 0.5 1 Miles

Kimley»Horn



- New Roadway Project
- Roadway Widening Project
- Access Management Project
- Previous Bond Project
- Intersection Projects
- Railroad
- Other Thoroughfares
- Other Thoroughfares (Future)
- Stream Centerline
- FEMA 100-Year Flood Risk Zone



IV. METHODOLOGY FOR ROADWAY IMPACT FEES

A. Service Areas

The four (4) service areas used in the 2022 Roadway Impact Fee Study are shown in the previously referenced **Exhibit 1**. These service areas cover the entire corporate area of the City of Leander. Chapter 395 of the Texas Local Government Code specifies that “the service area is limited to an area within the corporate boundaries of the political subdivision and shall not exceed six (6) miles.” The service areas in the 2022 Roadway Impact Fee Study are consistent with the specification of Chapter 395 of the Texas Local Government Code.

B. Service Units

The “service unit” is a measure of consumption or use of the capital facilities by new development. In other words, it is the unit of measure used in the 2022 Roadway Impact Fee Study to quantify the supply and demand for roads in the City. For transportation purposes, the service unit is defined as a vehicle-mile.

Vehicle-Mile: The capacity consumed in a single lane in the PM peak hour by a vehicle making a trip one mile in length. The PM Peak is used as the basis for transportation planning and the estimation of trips caused by new development.

Total Vehicle-Miles of Supply: Based on the total length (miles), number of lanes, and capacity (vehicles per hour) provided by the Transportation Master Plan (see **Appendix B**).

Total Vehicle-Miles of Demand: Based on the 10-year growth projections (Pg. 41). The demand is equal to PM Trip Rate (trips) * Trip Length (miles).



The capacity values used in the 2022 Roadway Impact Fee Study are based upon Capacity Criteria published by the Capital Area Metropolitan Planning Organization (CAMPO) and modified to reflect local context within the City of Leander corporate limits and match values used in the Transportation Master Plan. **Table 3A** and **3B** show the service volumes as a function of the facility classification and type for existing and proposed facilities.

Table 3A. Service Volumes for Proposed Facilities
(used in Appendix B – Roadway Impact Fee CIP Service Units of Supply)

Facility Classification	Lanes	Median Configuration	Hourly Vehicle-Mile Capacity per Lane-Mile of Roadway Facility
6 Lane	6	Divided	840
4 Lane Proposed	4	Divided	840
3 Lane Proposed	3	Undivided	760
Collector	2	Undivided	640

Table 3B. Service Volumes for Existing Facilities

Roadway Type	Description	Hourly Vehicle-Mile Capacity per Lane-Mile of Roadway Facility
2U-G	Rural Cross-Section (i.e., gravel, dirt, etc.)	100
2U	Two-lane undivided – built-out	640
2U-S	Two-lane undivided with on-street parking	510
2D	Two-lane divided	640
3U	Three-lane undivided (two-way, left-turn lane)	760
4U	Four-lane undivided	660
4D	Four-lane divided	840
5U	Five-lane undivided	720

C. Cost Per Service Unit

A fundamental step in the impact fee process is to establish the cost for each service unit. In the case of the Roadway Impact Fee, this is the cost for each vehicle-mile of travel. Thus, it is the cost to construct a roadway (lane-mile) needed to accommodate a vehicle-mile of travel. The cost per service unit is calculated for each service area based on the roadway projects within that service area.

The second component of the cost per service unit is the determination of the number of service units in each service area. This number is the measure of the growth in transportation demand that is projected to occur in the ten-year period.

D. Cost of the RIF CIP

All of the project costs for an arterial or collector facility which serves the overall transportation system are eligible to be included in the Roadway Impact Fee Capital Improvements Plan (RIF CIP). Chapter 395 of the Texas Local Government Code specifies that the allowable costs are "...including and limited to the:

1. Construction contract price;
2. Surveying and engineering fees;
3. Land acquisition costs, including land purchases, court awards and costs, attorney's fees, and expert witness fees; and
4. Fees actually paid or contracted to be paid to an independent qualified engineer or financial consultant preparing or updating the capital improvements plan who is not an employee of the political subdivision."

The engineer's opinion of the probable costs of the projects in the RIF CIP is based, in part, on the calculation of a unit cost of construction. This means that a cost per linear foot of roadway is calculated based on an average price for the various components of roadway construction. This allows the probable cost to be determined by the type of facility being constructed, the number of lanes, and the length of the project. The cost for location specific items such as bridges, highway ramps, drainage structures, and any other special components are added to each project, as appropriate. The following is a detailed description of the costing worksheet/methodology for the RIF CIP.

1. Overview of RIF CIP Costing Worksheets

For each project a specific costing worksheet was developed (see **Appendix A**). Each worksheet contained the following four (4) main components:

- Project Information,
- Construction Pay Items,
- Construction Component Allowances and
- Summary of Costs and Allowances

Kimley»Horn

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Updated: 12/14/2021

Project Information

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the construction of a new four-lane arterial.
Project Label:	A-2	
Service Area:	A,	
Limits:	LIVE OAK RD to 1,635 S OF CR 280	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	5,438	

Construction Pay Items

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	23,932	CY	\$ 15.00	\$ 359,000
205	6" Asphalt (Type C)	9,171	Ton	\$ 80.00	\$ 734,000
305	17" Base	17,889	CY	\$ 45.00	\$ 796,000
405	Geogrid	37,458	SY	\$ 2.00	\$ 75,000
505	10' Concrete Sidewalk	108,750	SF	\$ 10.00	\$ 1,088,000
605	Machine Laid Curb & Gutter	10,875	LF	\$ 18.00	\$ 196,000
705	Turn Lanes and Median Openings	3,982	SY	\$ 77.00	\$ 307,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	5,558	GAL	\$ 4.00	\$ 22,000

Paving Construction Cost Subtotal: \$ 3,577,000

Major Construction Component Allowances*

Item Description	Notes	Allowance	Item Cost
✓ Traffic Control	None Anticipated	5%	\$ 179,000
✓ Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 72,000
✓ Roadway Drainage	Standard Internal System	35%	\$ 1,252,000
✓ Illumination		10%	\$ 358,000
✓ Special Drainage Structures	None Anticipated	0%	\$ -
✓ Water	Minor Adjustments	2%	\$ 72,000
✓ Sewer	Minor Adjustments	2%	\$ 72,000
✓ Turf and Erosion Control		3%	\$ 107,000
✓ Landscaping and Irrigation		2%	\$ 72,000
✓ Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,184,000

Paving Construction Cost and Allowance Subtotal: \$ 5,761,000

Construction Contingency: 15% \$ 864,000

Mobilization: 10% \$ 576,000

Prep ROW: 4% \$ 230,000

Construction Cost Total: \$ 7,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,500,000
Engineering/Survey/Testing:		16%	\$ 1,200,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,631,258

Impact Fee Project Cost Total: \$ 10,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

Summary of Costs and Allowances

2. Project Information

In order to correctly estimate the cost of a roadway project, several attributes are first identified:

- Project Number – Identifies which Service Area the project is in with a corresponding number. The corresponding number does not represent any prioritizations and is used only to identify projects. For example, Project B-7 is in Service Area B and is the 7th project on the list.
- Name – A unique identifier for each project. In some cases, abbreviations are used for the project name.
- Limits – Represents the beginning and ending location for each project.
- Impact Fee Class – The costing class to be used in the analysis. The impact fee class provides the width for the various elements in the roadway. The construction costs are variable, based on the Transportation Master Plan classification of the roadway. Modifications to roadway element widths are utilized in cases where a portion of the facility currently exists and the road is only to be widened, or where the road is planned to be widened to an interim configuration. Examples of these are access management projects, which are designated in the summary sheets at the beginning of each service area's Conceptual Level Cost Projections in **Appendix A**. Other specialized cases are noted in the short description box located in this section, such as previously constructed projects with a known cost.
- Ultimate Class – The ultimate classification of the roadway, if different from the Impact Fee Class based on determination of need in the 10-year window.
- Length (ft) – The distance measured in feet that is used to cost out the project.
- Service Area(s) – Represents the service areas where the project is located. Multiple service areas will be listed if the project lies along a service area boundary, or if a different jurisdiction lies along the project, it will be noted.

3. Construction Pay Items

A typical roadway project consists of several costs, including the following: planning, survey, design engineering, permitting, right-of way acquisition, and construction and testing. While the construction cost component of a project may consist of approximately 100 various pay items, a simplified approach was used for developing the conceptual level project costs. The pay items used in the 2022 RIF CIP are as follows:

- Unclassified street excavation;
- HMAC Surface courses (asphalt, in depth);
- Flexible roadway base;
- Geogrid;
- Concrete sidewalks;
- Concrete curb and gutter;
- Turn lanes and median openings; and
- Surface treatment.

4. Construction Component Allowances

A percentage of the paving construction cost is allotted for various major construction component allowances, as appropriate. These allowances include traffic control, pavement markings, signs and posts, roadway drainage, illumination, water and sewer adjustments, turf and erosion control, landscaping and irrigation, mobilization, and preparation of right-of-way. These allowance percentages are also based on historical data.

In addition, lump sum dollar allowances are provided for special drainage structures (bridges and culverts) and railroad crossings. The paving and allowance subtotal is given a fifteen percent (15%) contingency.

5. Summary of Cost and Allowances

To determine the Impact Fee Project Cost Total, sixteen percent (16%) of the construction cost total is added for engineering, surveying, and testing. Right-of-way/easement acquisition is included in project costs at an approximate value of \$3 per square foot and is a recoverable cost per Chapter 395 of the Local Government Code. New roadways are assumed to require the TMP required Right-of-Way based on the latest adopted Thoroughfare Plan Map. Widening projects are assumed to require roughly 25% of the TMP required right-of-way on average, but were not evaluated for existing right-of-way individually due to lack of information and for planning level cost estimating purposes.

The Impact Fee Project Cost Total is then the Construction Cost Total plus engineering, surveying, and testing, plus contingency, and minus roadway escrow agreements. In situations where other agencies have jurisdiction over roadways within the corporate limits, it was assumed the City contribution toward such projects would amount to 80% of the Impact Fee Project Cost Total for County shared jurisdiction projects, and 20% of the Impact Fee Project Cost total for intersections with TxDOT jurisdiction, which aligns with historical contributions. Only the anticipated City contributions to roadway projects are recoverable per state law.

E. Summary of Roadway Impact Fee CIP Costs

Tables 4.A – 4.D are the 10-Year RIF CIP project lists for each service area with planning level project costs. Individual project cost worksheets can be seen in **Appendix A**, Conceptual Level Project Cost Projections. It should be noted that these tables reflect only conceptual-level opinions or assumptions regarding the portions of future project costs that are recoverable through impact fees. Actual project costs are likely to change with time and are dependent on market and economic conditions that cannot be predicted.

The RIF CIP establishes the list of projects for which Impact Fees may be utilized. Projects not included in the RIF CIP are not eligible to receive impact fee funding. The cost projections utilized in this study should not be utilized for the City's construction CIP.



**Table 4.A – 10-Year RIF CIP
with Conceptual Level Cost Projections – Service Area A**

Street Improvements - Service Area A

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area	Project Cost	Total Cost in Service Area
A-1	New 4-Lane Arterial	Lakeline Blvd	From 1,125' S OF CR 281 To 1,635' S OF CR 280	0.66	50%	\$ 6,600,000	\$ 3,300,000
A-2	New 4-Lane Arterial	Lakeline Blvd	From LIVE OAK RD To 1,635' S OF CR 280	1.03	100%	\$ 10,300,000	\$ 10,300,000
A-3	New 4-Lane Arterial	Lakeline Blvd	From 1,635' S OF CR 280 To 75' N OF BAGDAD RD	0.20	50%	\$ 2,100,000	\$ 1,050,000
A-4	New 4-Lane Arterial	Lakeline Blvd	From 480' N OF OLD 2243 WEST To OLD 2243 WEST	0.09	100%	\$ 1,000,000	\$ 1,000,000
A-5	Access Management	Bagdad Rd	From 1300' N OF CR 281 To CR 281	0.26	50%	\$ 500,000	\$ 250,000
A-6	Access Management	Bagdad Rd	From CR 281 To 930' NW OF W SAN GABRIEL PKWY	2.41	100%	\$ 9,364,238	\$ 9,364,238
A-7	Access Management	Bagdad Rd	From 930' NW OF W SAN GABRIEL PKWY To 380' NW OF W SAN GABRIEL PKWY	0.11	50%	\$ 274,724	\$ 137,362
A-8	Access Management	Bagdad Rd	From 380' NW OF W SAN GABRIEL PKWY To HERO WAY	1.41	100%	\$ 7,864,238	\$ 7,864,238
A-9, B-15	Access Management	US 183	From US 183A To HERO WAY	1.70	50%	\$ 3,700,000	\$ 1,850,000
A-10	New Collector	CR 280	From 1,725' W OF LAKELINE BLVD To 530' E OF LAKELINE BLVD	0.43	100%	\$ 2,700,000	\$ 2,700,000
A-11	New Collector	CR 280	From 1,965' W OF BAGDAD RD To BAGDAD RD	0.40	100%	\$ 2,500,000	\$ 2,500,000
A-12	Widen Collector	Heritage Grove Rd	From HALSEY DR To 1,295' W OF W BROADE ST	0.32	100%	\$ 2,000,000	\$ 2,000,000
A-13	Widen Collector	Heritage Grove Rd	From 1,295' W OF W BROADE ST To 460' E OF W BROADE ST	0.16	50%	\$ 1,000,000	\$ 500,000
A-14	Widen Collector	Heritage Grove Rd	From 460' W OF W BROADE ST To W BROADE ST	0.09	100%	\$ 600,000	\$ 600,000
A-15	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From LAKELINE BLVD To 1,760' E OF LAKELINE BLVD	0.34	50%	\$ 2,600,000	\$ 1,300,000
A-16	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From 1,760' W OF LAKELINE BLVD To 1,400' W OF BAGDAD RD	0.76	100%	\$ 5,800,000	\$ 5,800,000
A-17	New 6-Lane Arterial (1/3)	San Gabriel Pkwy	From 1,400' W OF BAGDAD RD To 165' W OF BAGDAD RD	0.24	50%	\$ 1,900,000	\$ 950,000
A-18	Widen 6-Lane Arterial (2/3)	San Gabriel Pkwy	From BAGDAD RD To N US 183	1.46	100%	\$ 9,500,000	\$ 9,500,000
A-19	Widen 4-Lane Arterial	Hero Way	From SAN GABRIEL PKWY To 1,100' E OF SAN GABRIEL PKWY	0.21	50%	\$ 1,900,000	\$ 950,000
A-20, C-13	Widen 4-Lane Arterial	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	50%	\$ 11,100,000	\$ 5,550,000
A-21, C-14	Access Management	Hero Way	From LAKELINE BLVD To US 183	2.51	50%	\$ 22,757,707	\$ 11,378,854
A-22	New Collector	Live Oak Rd	From LAKELINE BLVD To WESTERN CITY LIMITS	1.37	100%	\$ 9,900,000	\$ 9,900,000
A-23	New Collector	Live Oak Rd	From LAKELINE BLVD To 2240' E OF LAKELINE BLVD	0.42	50%	\$ 3,100,000	\$ 1,550,000
A-24	Widen Collector	Live Oak Rd	From BAGDAD RD To 1725' W OF BAGDAD RD	0.33	100%	\$ 2,000,000	\$ 2,000,000

Signal Installation and Intersection Improvements - Service Area A

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	Other Capacity	US 183 and Hero Way	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000

Service Area A Roadway Project Cost Total \$ 92,294,691
 Service Area A Intersection Project Cost Total \$ 574,688
 2022 Roadway Impact Fee Study Cost per Service Area \$ 28,750
Total Cost in Service Area A \$ 92,898,129

- a. These planning level cost projections have been developed for Impact Fee calculations only and should not be used for any future Capital Improvement Projects within the City of Leander.
- b. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.



**Table 4.B – 10-Year RIF CIP
with Conceptual Level Cost Projections – Service Area B**

Street Improvements - Service Area B

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area	Project Cost	Total Cost in Service Area
B-1	New 4-Lane Arterial (1/2)	Kaufmann Loop	From SH 29 To 875' SW OF SH 29	0.17	100%	\$ 1,800,000	\$ 1,800,000
B-2	Widen Substandard	CR 270	From N US 183 To 965' E OF N US 183	0.20	100%	\$ 1,200,000	\$ 1,200,000
B-3	Widen Substandard	CR 270	From 825' S OF ORCHARD DR To PVT RD 918	0.65	50%	\$ 4,000,000	\$ 2,000,000
B-4	Widen Substandard	CR 270	From 300' S OF NORWOOD DR To 250' N OF SAN GABRIEL PKWY	0.29	50%	\$ 1,900,000	\$ 950,000
B-5	Widen Substandard	CR 270	From 250' N OF SAN GABRIEL PKWY To SAN GABRIEL PKWY	0.05	100%	\$ 400,000	\$ 400,000
B-6	Widen Substandard	CR 270	From 190' S OF SAN GABRIEL PKWY To 410' S OF SAN GABRIEL PKWY	0.04	50%	\$ 200,000	\$ 100,000
B-7	Widen Substandard	CR 270	From 410' S OF SAN GABRIEL PKWY To 680' S OF SAN GABRIEL PKWY	0.05	100%	\$ 400,000	\$ 400,000
B-8	Widen Substandard	CR 270	From 680' S OF SAN GABRIEL PKWY To 1,500' S OF SAN GABRIEL PKWY	0.15	50%	\$ 1,000,000	\$ 500,000
B-9	Widen Substandard	CR 270	From 2,400' N OF HERO WAY To 1,990' N OF HERO WAY	0.08	100%	\$ 500,000	\$ 500,000
B-10	Widen Substandard	CR 270	From 1,990' N OF HERO WAY To 1,550' N OF HERO WAY	0.08	50%	\$ 500,000	\$ 250,000
B-11	Widen Substandard	CR 270	From 1,550' N OF HERO WAY To 405' N OF HERO WAY	0.22	100%	\$ 1,400,000	\$ 1,400,000
B-12	Widen Substandard	CR 270	From 405' N OF HERO WAY To HERO WAY	0.08	100%	\$ 500,000	\$ 500,000
B-13	Widen 6-Lane Arterial (2/3)	San Gabriel Pkwy	From N US 183 To 183A TOLL RD	0.45	100%	\$ 3,000,000	\$ 3,000,000
B-14	New Collector	Raider Way	From SAN GABRIEL PKWY To HERO WAY	0.68	100%	\$ 5,000,000	\$ 5,000,000
A-9, B-15	Access Management	US 183	From US 183A To HERO WAY	1.70	50%	\$ 3,200,000	\$ 1,600,000
B-16	New 4-Lane Arterial (1/2)	San Gabriel Pkwy	From CR 270 To 1,415' E OF CR 270	0.27	50%	\$ 2,700,000	\$ 1,350,000
B-17	New 4-Lane Arterial (1/2)	San Gabriel Pkwy	From 1,415' E OF CR 270 To 375' W OF Logan Del Way	0.31	100%	\$ 3,200,000	\$ 3,200,000
B-18	Widen 4-Lane Arterial	San Gabriel Pkwy	From 885' W OF Ronald Reagan Blvd To Ronald Reagan Blvd	0.17	100%	\$ 1,500,000	\$ 1,500,000
B-19	New Collector	Metro Dr	From Leander Dr To Mel Mathis Ave	0.18	100%	\$ 4,661,885	\$ 4,661,885
B-20, D-30	New 3-Lane Frontage	Hero Way ROW	From US 183 To RM 2243	2.34	50%	\$ 13,900,000	\$ 6,950,000

Signal Installation and Intersection Improvements - Service Area B

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
BI-1	Signal	San Gabriel Pkwy and Ronald Reagan Blvd	TMP	100%	\$ 400,000	\$ 400,000
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	CIP	50%	\$ 400,000	\$ 200,000

Service Area B Roadway Project Cost Total \$ 37,261,885
 Service Area B Intersection Project Cost Total \$ 1,174,688
 2022 Roadway Impact Fee Study Cost per Service Area \$ 28,750
Total Cost in Service Area B \$ 38,465,323

- These planning level cost projections have been developed for Impact Fee calculations only and should not be used for any future Capital Improvement Projects within the City of Leander.
- These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.



**Table 4.C – 10-Year RIF CIP
with Conceptual Level Cost Projections – Service Area C**

Street Improvements - Service Area C

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area	Project Cost	Total Cost in Service Area
C-1	Widen 4-Lane Arterial	Nameless Rd	From TRAVISSE PKWY To 2,475' NW OF RM 1431	1.06	50%	\$ 9,400,000	\$ 4,700,000
C-2	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From HERO WAY To 2,815' SE OF HERO WAY	0.55	100%	\$ 5,000,000	\$ 5,000,000
C-3	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From 2,815' SE OF HERO WAY To 1,765' SE OF VISTA RIDGE	0.64	50%	\$ 5,700,000	\$ 2,850,000
C-4	Widen 4-Lane Arterial (1/2)	Lakeline Blvd	From 1,765' SE OF VISTA RIDGE To 550' NW OF STINNETT DR	0.15	100%	\$ 1,300,000	\$ 1,300,000
C-5	Access Management	Bagdad Rd	From HERO WAY To 2,595' S OF HERO WAY	0.49	100%	\$ 800,000	\$ 800,000
C-6	Access Management	Bagdad Rd	From 2,595' S OF HERO WAY To 475' N OF VISTA RIDGE DR	0.02	50%	\$ 100,000	\$ 50,000
C-7	Access Management	Bagdad Rd	From 475' N OF VISTA RIDGE DR To 2,065' S OF OSAGE DR	2.67	100%	\$ 3,900,000	\$ 3,900,000
C-8	Widen Collector	S West Dr	From W SOUTH ST To 870' N OF SONNY DR	0.53	100%	\$ 3,200,000	\$ 3,200,000
C-9, D-25	Access Management	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	50%	\$ 4,700,000	\$ 2,350,000
C-10	Widen Substandard	W South St	From WEST DR To US 183	0.19	100%	\$ 1,200,000	\$ 1,200,000
C-11	Access Management	Crystal Falls Pkwy	From CANTINA SKY To FIRST VIEW	0.37	100%	\$ 500,000	\$ 500,000
C-12	Access Management	Osage Dr	From 315' E OF PAINTED SKY BEND To BAGDAD RD	2.50	100%	\$ 500,000	\$ 500,000
A-20, C-13	Widen 4-Lane Arterial	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	50%	\$ 9,600,000	\$ 4,800,000
A-21, C-14	Access Management	Hero Way	From LAKELINE BLVD To US 183	2.51	50%	\$ 22,757,707	\$ 11,378,854
C-15	Widen Collector	Municipal Dr	From Nothern Hills To S West Dr	0.56	100%	\$ 2,494,024	\$ 2,494,024

Signal Installation and Intersection Improvements - Service Area C

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,687.50
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000.00
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%	\$ 355,000	\$ 177,500.00
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%	\$ 194,000	\$ 97,000.00
CI-1	Other Capacity	Crystal Falls Pkwy and Lakeline Blvd	TMP - ICE	100%	\$ 472,250	\$ 472,250.00
CI-4	Roundabout	W South St and West Dr	2018-GO Bond	100%	\$ 1,200,000	\$ 1,200,000.00
CI-5	Signal	E Crystal Falls Pkwy and S West St	TMP	100%	\$ 400,000	\$ 400,000.00
CI-6	Signal	Sonny Dr and Lakeline Blvd	TMP	100%	\$ 400,000	\$ 400,000.00
CI-7	Signal	Sonny Dr and Bagdad Rd	TMP	100%	\$ 400,000	\$ 400,000.00
CI-8	Other Capacity	RM 1431 and Travisso Pkwy	TMP	20%	\$ 400,000	\$ 80,000.00

Service Area C Roadway Project Cost Total \$ 45,022,878
 Service Area C Intersection Project Cost Total \$ 3,801,438
 2022 Roadway Impact Fee Study Cost per Service Area \$ 28,750
Total Cost in Service Area C \$ 48,853,065

- These planning level cost projections have been developed for Impact Fee calculations only and should not be used for any future Capital Improvement Projects within the City of Leander.
- These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.



**Table 4.D – 10-Year RIF CIP
with Conceptual Level Cost Projections – Service Area D**

Street Improvements - Service Area D

Project #	Impact Fee Class	Street Name	Limits	Length (Miles)	Percent in Service Area	Project Cost	Total Cost in Service Area
D-1	Widen Substandard	Leander Dr	From HAZLEWOOD ST To CRYSTAL FALLS DR	0.88	100%	\$ 5,300,000	\$ 5,300,000
D-2	Widen Collector	Horizon Park Blvd	From RM 2243 To CRYSTAL FALLS PKWY	1.54	100%	\$ 14,300,000	\$ 14,300,000
D-3	New Collector	Raider Way	From HERO WAY To RM 2243	0.64	100%	\$ 4,700,000	\$ 4,700,000
D-4	New Collector	Raider Way	From RM 2243 To 1,235' S OF RM 2243	0.25	100%	\$ 3,200,000	\$ 3,200,000
D-5	Widen 4-Lane Arterial	CR 175	From RM 2243 To 1,265' SE OF RM 2243	0.24	50%	\$ 1,680,000	\$ 840,000
D-6	Widen 4-Lane Arterial	CR 175	From 1,265' SE OF RM 2243 To 2,315' SE OF RM 2243	0.23	100%	\$ 1,680,000	\$ 1,680,000
D-7	Widen 4-Lane Arterial	CR 175	From 2,315' SE OF RM 2243 To 3,040' SE OF RM 2243	0.14	50%	\$ 960,000	\$ 480,000
D-8	Widen 4-Lane Arterial	CR 175	From 1,855' NW OF WHISPER LN To 40' NW OF CRYSTAL FALLS PKWY	0.91	50%	\$ 6,720,000	\$ 3,360,000
D-9	Widen 4-Lane Arterial	CR 175	From 1,400' SE OF CRYSTAL FALLS PKWY To 500' SE OF PARKSIDE PKWY	0.38	100%	\$ 2,720,000	\$ 2,720,000
D-10	Widen 4-Lane Arterial	CR 175	From 615' NW OF JOURNEY PKWY To JOURNEY PKWY	0.12	50%	\$ 880,000	\$ 440,000
D-11	Widen 4-Lane Arterial	RM 2243	From N US 183 To CR 175	3.21	100%	\$ 45,100,000	\$ 45,100,000
D-12	Widen 4-Lane Arterial	RM 2243	From CR 175 To HERO WAY	0.28	50%	\$ 2,600,000	\$ 1,300,000
D-13	New Collector	Woodview Dr	From 980' W OF N US 183 To N US 183	0.18	100%	\$ 6,300,000	\$ 6,300,000
D-14	New 4-Lane Arterial	Crystal Falls Pkwy	From RONALD REAGAN BLVD To 725' E OF RONALD REAGAN BLVD	0.14	100%	\$ 1,400,000	\$ 1,400,000
D-15	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,405' E OF RONALD REAGAN BLVD To 2,185' E OF RONALD REAGAN BLVD	0.15	100%	\$ 1,500,000	\$ 1,500,000
D-16	New 4-Lane Arterial	Crystal Falls Pkwy	From 2,190' E OF RONALD REAGAN BLVD To 1,615' W OF CR 175	0.44	100%	\$ 9,400,000	\$ 9,400,000
D-17	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 590' W OF CR 175	0.19	50%	\$ 1,900,000	\$ 950,000
D-18	New 4-Lane Arterial	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 115' W OF CR 175	0.08	100%	\$ 800,000	\$ 800,000
D-19	Widen 4-Lane Arterial	Journey Pkwy	From RONALD REAGAN BLVD To 4,025' E OF RONALD REAGAN BLVD	0.76	100%	\$ 6,700,000	\$ 6,700,000
D-20	Widen 4-Lane Arterial	Journey Pkwy	From 4,025' E OF RONALD REAGAN BLVD To 4,700' E OF RONALD REAGAN BLVD	0.13	50%	\$ 3,400,000	\$ 1,700,000
D-21	Widen 4-Lane Arterial	Journey Pkwy	From 4,700' E OF RONALD REAGAN BLVD To 5,000' E OF RONALD REAGAN BLVD	0.05	100%	\$ 1,200,000	\$ 1,200,000
D-22	Widen 4-Lane Arterial	Journey Pkwy	From 2,575' W OF CR 175 To 1,875' W OF CR 175	0.13	50%	\$ 500,000	\$ 250,000
D-23	Widen 4-Lane Arterial	Journey Pkwy	From 1,875' W OF CR 175 To CR 175	0.35	100%	\$ 3,200,000	\$ 3,200,000
D-24	Access Management	Ronald Reagan Blvd	From RM 2243 To Southern City Limits	2.56	100%	\$ 4,200,000	\$ 4,200,000
C-9, D-25	Access Management	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	50%	\$ 4,700,000	\$ 2,350,000
D-26	Widen Collector	N East St	From Hero Way To E South St	0.30	100%	\$ 3,280,852	\$ 3,280,852
D-27	Widen Collector	N East St	From E Evans St To E South St	0.21	100%	\$ 1,100,000	\$ 1,100,000
D-28	Widen Collector	Woodview Dr	From US 183A To Raider Way	0.38	100%	\$ 4,909,533	\$ 4,909,533
D-29	Widen Collector	Raider Way	From Woodview Dr To Crystal Falls Pkwy	0.53	100%	\$ 4,909,533	\$ 4,909,533
B-20, D-30	New 3-Lane Frontage	Hero Way ROW	From US 183 To RM 2243	2.34	50%	\$ 13,900,000	\$ 6,950,000

Signal Installation and Intersection Improvements - Service Area D

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	TMP	50%	\$ 400,000	\$ 200,000
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%	\$ 355,000	\$ 177,500
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%	\$ 194,000	\$ 97,000
DI-1	Innovative Intersection	RM 2243 and Ronald Reagan Blvd	TMP - ICE	100%	\$ 5,000,000	\$ 5,000,000
DI-2	Roundabout	E Woodview Dr and Raider Way	CIP	100%	\$ 1,200,000	\$ 1,200,000
DI-3	Signal	E Crystal Falls Pkwy and Raider Way	CIP	100%	\$ 1,200,000	\$ 1,200,000
DI-4	Signal	Journey Pkwy and CR 175	TMP	100%	\$ 400,000	\$ 400,000
DI-5	Roundabout	Sonny Dr and Leander Dr	TMP	100%	\$ 400,000	\$ 400,000
DI-6	Roundabout	Hazelwood St and Horizon Park Blvd	TMP	100%	\$ 1,200,000	\$ 1,200,000

Service Area D Roadway Project Cost Total \$ 144,519,917
 Service Area D Intersection Project Cost Total \$ 10,449,188
 2022 Roadway Impact Fee Study Cost per Service Area \$ 28,750
Total Cost in Service Area D \$ 154,997,855

- These planning level cost projections have been developed for Impact Fee calculations only and should not be used for any future Capital Improvement Projects within the City of Leander.
- These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

F. Service Unit Calculation

The basic service unit for the computation of Leander's Roadway Impact Fees is the vehicle-mile of travel during the afternoon peak-hour (as explained on Pg. 26). To determine the cost per service unit, it is necessary to project the growth in vehicle-miles of travel for the service area for the 10-year period.

The growth in vehicle-miles from 2021 to 2031 is based upon projected changes in residential units and employment for the period. To determine this growth, estimates of residential units, basic employment, service employment, and retail employment for 2021 were made, along with growth projections for each of these demographic statistics through 2031. The Land Use Assumptions section of this report details the growth estimates used for impact fee determination.

For the purposes of impact fees, all developed and developable land is categorized as either residential or non-residential. For residential land uses, the existing and projected number of dwelling units are estimated. The number of dwelling units in each service area is multiplied by a *transportation demand factor* (discussed in more detail below) to compute the vehicle-miles of travel that occur during the afternoon peak hour. This factor indicates the average amount of demand created by the residential land uses in the service area.

For non-residential land uses, the process is similar. The Land Use Assumptions section of this report provides existing and projected number of building square footages for three (3) categories of employment – basic, service, and retail. These categories correspond to an aggregation of other specific land use categories based on the North American Industrial Classification System (NAICS).

Building square footage is the most common independent variable for the estimation of non-residential trips in the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition*. This characteristic is more appropriate than the number of employees, because building square footage is tied more closely to trip generation and

is known at the time of application for any development that would require the assessment of an impact fee.

The existing and projected land use assumptions for the dwelling units and the square footage of basic, service, and retail land uses provide the basis for the projected increase in vehicle-miles of travel. As noted earlier, a *transportation demand factor* is applied to these values and then summed to calculate the total peak hour vehicle-miles of demand for each service area.

The *transportation demand factors* are aggregate rates derived from two sources – the *ITE Trip Generation Manual, 11th Edition* and the National Household Travel Survey performed by the Federal Highway Administration (FHWA). The *ITE Trip Generation Manual, 11th Edition* provides the number of trips that are produced or attracted to the land use for each dwelling unit, square foot of building, or other corresponding unit. For the retail category of land uses, the rate is adjusted to account for the fact that a percentage of retail trips are made by people who would otherwise be traveling past that particular establishment anyway, such as a trip between work and home. For example, a stop at a nearby supermarket on the way home from work does not create a new trip onto the roadway network. These trips are called pass-by trips, and since the travel demand is accounted for in the land use calculations relative to the primary trip, it is necessary to discount the retail trip generation rates to avoid double counting trips. The next component of the *transportation demand factor* accounts for the length of each trip. The average trip length for each category is based on the Capital Area Metropolitan Planning Organization (CAMPO) long-range transportation model and supplemented with the National Household Travel Survey conducted by the FHWA.

The computation of the *transportation demand factor* is based on the following equation:

Variables:

$$TDF = T * (1 - P_b) * L_{\max}$$

$$\text{where... } L_{\max} = \min(L * OD \text{ or } 6)$$

TDF = Transportation Demand Factor,
T = Trip Rate (peak hour trips / unit),
P_b = Pass-By Discount (% of trips),
L_{max} = Maximum Trip Length (miles),
L = Average Trip Length (miles), and
OD = Origin-Destination Reduction (50%)

The maximum trip length was limited to six (6) miles based on the maximum trip length within each service area. Chapter 395 of the Texas Local Government Code allows for a service area of six (6) miles, and the service areas within Leander are closely approximated with a six (6) mile distance.

The adjustment made to the average trip length statistic in the computation of the maximum trip length is the origin-destination reduction. This adjustment is made because the Roadway Impact Fee is charged to both the origin and destination end of the trip. For example, impact fee methodology will account for a trip from home to work within Leander to both residential and non-residential land uses. To avoid counting these trips twice as both residential and non-residential trips, a 50% origin-destination (OD) reduction factor is applied. Therefore, only half of the trip length is assessed to each land use, and the total trip is only counted once. This methodology is consistent with that used in the National Household Travel Survey. These lengths were developed based on the CAMPO long-range transportation model.

Table 5 shows the derivation of the *Transportation Demand Factor* for the residential land uses and the three (3) non-residential land use categories. The values utilized for all variables shown in the *transportation demand factor* equation are also shown in the table.

Table 5. Transportation Demand Factor Calculations

Variable	Residential, Single Family	Residential, Multifamily	Basic	Service	Retail
T	0.94	0.51	0.65	1.44	2.24
P_b	0%	0%	0%	0%	34%
L	8.59	8.59	12.89	6.76	6.35
L_{max}	4.30	4.30	6.00	3.38	3.18
TDF	4.04	2.19	3.90	4.87	7.12
* L _{max} is less than 6 miles for residential, service, and retail land uses; therefore this lower trip length is used for calculating the TDF for these land uses.					

Variables:

- TDF = Transportation Demand Factor,
- T = Trip Rate (peak hour trips / unit),
- P_b = Pass-By Discount (% of trips),
- L_{max} = Maximum Trip Length (miles),
- L = Average Trip Length (miles), and
- OD = Origin-Destination Reduction (50%)

The application of the demographic projections and the *transportation demand factors* are presented in the 10-Year Growth Projections in **Table 6**. This table shows the growth in total vehicle-miles by service area between the years 2021 – 2031.

Table 6. 10-Year Growth Projections

2021 - 2031 Conditions¹

Service Area	Residential Vehicle-Miles				Non-Residential Square-Feet ⁵				Transportation Demand Factor ⁶				Non-Residential Vehicle-Miles ¹⁰			Total Vehicle-Miles ¹¹
	Single-Family Units	Trip Rate	Multifamily Units	Vehicle Miles ⁴	Basic	Service	Retail	Basic ⁷	Service ⁸	Retail ⁹	Basic	Service	Retail			
		TDF ²												TDF ³		
-		0.94		0.51					0.65	1.44	2.24					
A	4,821		1,205	22,115	1,000,000	300,000	300,000				3,900	1,461	2,136	7,497	29,612	
B	5,331		3,714	29,669	0	2,400,000	2,500,000				0	11,688	17,800	29,488	59,157	
C	4,409	4.04	1,102	20,226	0	800,000	600,000		3.90	4.87	7.12	0	3,896	4,272	8,168	
D	4,414		3,603	25,723	200,000	1,600,000	2,975,000					780	7,792	21,182	28,394	
Totals	18,974		9,624	97,732	1,200,000	5,100,000	6,375,000					4,680	24,837	45,390	55,477	
															172,639	

Notes:

¹ From City of Leander 2022 land use assumptions for roadway impact fees

² Transportation Demand Factor (from LUVNET) uses the single-family detached housing land use and trip generation rate

³ Transportation Demand Factor (from LUVNET) uses the multifamily housing (low-rise) land use and trip generation rate

⁴ Calculated by multiplying the TDF by the number of dwelling units

⁵ From City of Leander 2022 land use assumptions for roadway impact fees

⁶ Trip generation rate and transportation demand factors from LUVNET for each land use

⁷ 'Basic' corresponds to general light industrial land use and trip generation rate

⁸ 'Service' corresponds to general office land use and trip generation rate

⁹ 'Retail' corresponds to shopping center land use and trip generation rate

¹⁰ Calculated by multiplying transportation demand factor by the number of thousand square feet for each land use

¹¹ Residential plus non-residential vehicle-mile totals for each service area

**Table 6 (Continued). 10-Year Growth Projections
Vehicle Miles of Increase (2021-2031)**

Service Area	Vehicle-Miles
A	29,612
B	59,157
C	28,394
D	55,477

V. ROADWAY IMPACT FEE CALCULATION

A. Maximum Assessable Impact Fee Per Service Unit

This section presents the maximum assessable impact fee rate calculated for each service area. The maximum assessable impact fee is the sum of the eligible RIF CIP costs for the service area divided by the growth in travel attributable to new development projected to occur within the 10-year period. A majority of the components of this calculation have been described and presented in previous sections of this report. The purpose of this section is to document the computation for each service area and to demonstrate that the guidelines provided by Chapter 395 of the Texas Local Government Code have been addressed.

Table 7 illustrates the computation of the maximum assessable impact fee computed for each service area. Each row in the table is numbered to simplify explanation of the calculation. The calculation of the maximum assessable impact fee is shown in **Table 8**. The Roadway Impact Fee CIP consists of both roadway segment and intersection improvements. The roadway segment component is referred to as the “Roadway Impact Fee CIP,” while the intersection component is referred to as the “Intersection Impact Fee CIP.”

Table 7. Maximum Assessable Roadway Impact Fee Computation

Line	Title	Description
1	<i>Total Vehicle-Miles of Capacity Added by the Roadway Impact Fee CIP</i>	The total number of vehicle-miles added to the service area based on the capacity, length, and number of lanes in each project (from Appendix B – Roadway Impact Fee CIP Units of Supply)

Each project identified in the RIF CIP will add a certain amount of capacity to the City’s roadway network based on its length and classification. This line displays the total amount added within each service area.

2	<i>Total Vehicle-Miles of Existing Demand</i>	A measure of the amount of traffic currently using the roadway facilities upon which capacity is being added. (from Appendix B – Roadway Impact Fee CIP Units of Supply)
---	---	---

A number of facilities identified in the RIF CIP have traffic currently utilizing a portion of their existing capacity. This line displays the total amount of capacity along these facilities currently being used by existing traffic.

3	<i>Total Vehicle-Miles of Existing Deficiencies</i>	Number of vehicle-miles of travel that are not accommodated by the existing roadway system (from Appendix C – Existing Roadway Facilities Inventory)
---	---	---

In order to ensure that existing deficiencies on the City’s roadway network are not recoverable through impact fees, this line is based on the entire roadway network within the service area. Any roadway within the service area that is deficient – even those not identified on the Roadway Impact Fee CIP – will have these additional trips removed from the calculation.

4	<i>Net Amount of Vehicle-Miles of Capacity Added</i>	A measurement of the amount of vehicle-miles added by the RIF CIP that will not be utilized by existing demand (Line 1 – Line 2 – Line 3)
----------	--	--

This calculation identifies the portion of the RIF CIP (in vehicle-miles) that may be recoverable through the collection of impact fees.

5	<i>Total Cost of the Roadway Impact Fee CIP within the Service Area</i>	The total cost of the roadway projects within each service area (from Table 4: 10-Year Roadway Impact Fee CIP with Conceptual Level Cost Projections)
----------	---	--

This line simply identifies the total cost of all the roadway projects identified in each service area.

6	<i>Cost of Net Capacity Supplied</i>	The total Roadway Impact Fee CIP cost (Line 5) prorated by the ratio of Net Capacity Added (Line 4) to Total Capacity Added (Line 1). [(Line 4 / Line 1) * (Line 5)]
----------	--------------------------------------	---

Using the ratio of vehicle-miles added by the Roadway Impact Fee CIP available to serve future growth to the total vehicle-miles added, the total cost of the RIF CIP is reduced to the amount available for future growth (i.e. excluding existing usage and deficiencies).

7	<i>Cost to Meet Existing Needs and Usage</i>	The difference between the Total Cost of the Roadway Impact Fee CIP (Line 5) and the Cost of the Net Capacity supplied (Line 6). (Line 5 – Line 6)
----------	--	---

This line is provided for information purposes only – it is to present the portion of the total cost of the Roadway Impact Fee CIP that is required to meet existing demand.

8	<i>Total Vehicle-Miles of New Demand over Ten Years</i>	Based upon the growth projection provided in the Land Use Assumptions , an estimate of the number of new vehicle-miles within the service area over the next ten years. (from Table 6)
----------	---	---

This line presents the amount of growth (in vehicle-miles) projected to occur within each service area over the next ten years.

9	<i>Percent of Capacity Added Attributable to New Growth</i>	The result of dividing Total Vehicle-Miles of New Demand (Line 8) by the Net Amount of Capacity Added (Line 4), limited to 100% (Line 10). This calculation is required by Chapter 395 to ensure capacity added is attributable to new growth.
10	<i>Chapter 395 Check</i>	

In order to ensure that the vehicle-miles added by the Roadway Impact Fee CIP do not exceed the amount needed to accommodate growth beyond the ten-year window, a comparison of the two values is performed. If the amount of vehicle-miles added by the Roadway Impact Fee CIP exceeds the growth projected to occur in the next ten years, the Roadway Impact Fee CIP cost is reduced accordingly.

11	<i>Cost of Roadway Impact Fee CIP Attributable to New Growth</i>	The result of multiplying the Cost of Net Capacity Added (Line 6) by the Percent of Capacity Added Attributable to New Growth, limited to 100% (Line 10).
-----------	--	---

This value is the total Roadway Impact Fee CIP project costs (excluding financial costs) that may be recovered through impact fees. This line is determined considering the limitations to impact fees required by the Texas legislature.

12	<i>Total Cost of the Intersection Impact Fee CIP within the Service Area</i>	The total cost of the intersection projects within each service area (from Table 4: 10-Year Roadway Impact Fee Capacity Improvements Plan with Conceptual Level Cost Projections)
-----------	---	---

This line simply identifies the total cost of all the intersection projects identified in each service area.

13	<i>Percent of Intersection Capacity Added Attributable to New Growth</i>	The result of dividing Total Vehicle-Miles of New Demand (Line 8) by the vehicle-mile carrying capacity in each service area (Table 6).
-----------	---	---

In order to ensure that the capacity added by the Intersection Impact Fee CIP does not exceed the amount needed to accommodate growth beyond the ten-year window, the anticipated vehicle mile growth in each service area is calculated as a percentage of the vehicle-mile carrying capacity.

14	<i>Cost of Intersection Impact Fee CIP Attributable to New Growth</i>	The result of multiplying the Cost of Net Capacity Added (Line 12) by the Percent of Capacity Added Attributable to New Growth (Line 13). (Line 12 * Line 13)
-----------	--	--

This value is the total Intersection Impact Fee CIP project cost (excluding financial costs) that may be recovered through impact fees. This line is determined considering the limitations to impact fees required by the Texas legislature.

15	<i>Credit for Previous Contributions</i>	The total contributions by development toward the building of improvements in the Roadway Impact Fee CIP.
-----------	--	---

This value is the total of all exactions upon development that resulted in a financial contribution towards future improvements in the Roadway Impact Fee CIP. This line is intended as a credit to development so as not to double charge for previous contributions for roadway capacity improvements.

16	<i>Cost of Total Roadway Impact Fee CIP Attributable to New Growth</i>	The result of adding the Cost of the Roadway Impact Fee CIP Attributable to new growth (Line 11) to the Cost of the Intersection Impact Fee CIP Attributable to new growth (Line 14) less credits for previous contributions (Line 11 + Line 14 – Line 15).
-----------	---	--

This value is the Total Roadway Impact Fee CIP project cost (excluding financial costs) that may be recovered through impact fees. This line is determined considering the limitations to impact fees required by the Texas legislature.

B. Plan for Financing and the Ad Valorem Tax Credit

Chapter 395 of the Texas Local Government Code requires the Roadway Impact Fee Capital Improvements Plan for Roadway Impact Fees to contain specific enumeration of a plan for awarding the impact fee credit. Section 395.014 of the Code requires:

- (A) a credit for the portion of ad valorem tax and utility service revenues generated by new service units during the program period that is used for the payment of improvements, including the payment of debt, that are included in the transportation improvements plan; or
- (B) In the alternative, a credit equal to 50 percent of the total projected cost of implementing the transportation improvements plan...”

The plan is summarized, as prepared by NewGen Strategies in **Appendix D** and **Appendix E**, Plan for Awarding the Roadway Impact Fee Credit. The following table summarizes the portions of **Table 8** that utilize this credit calculation.

Line	Title	Description
17	<i>Pre-Credit Maximum Fee Per Service Unit</i>	Found by dividing the Cost of the CIP Attributable to New Growth (Line 16) by the Total Vehicle-Miles of New Demand Over Ten Years (Line 8). (Line 16 / Line 8)
18	<i>Financing Costs</i>	(from Appendix D – Plan for Awarding the Roadway Impact Fee Credit)
19	<i>Interest Earnings</i>	(from Appendix D – Plan for Awarding the Roadway Impact Fee Credit)
20	<i>Credit for Ad Valorem Taxes</i>	A credit for the portion of ad valorem taxes projected to be generated by the new service units, as per Section 395.014 of the Local Government Code. (from Appendix D – Plan for Awarding the Roadway Impact Fee Credit)
21	<i>Recoverable Cost of the Roadway Impact Fee CIP and Financing</i>	The Cost of the CIP Attributable to New Growth (Line 19) plus Financing Costs (Line 18), less Interesting Earnings (Line 19), less the Credit for Ad Valorem Taxes (Line 21). (Line 16 + Line 18 – Line 19 - Line 20)
22	<i>Maximum Assessable Fee Per Service Unit</i>	Found by dividing the Recoverable Cost of the CIP and Financing (Line 21) by the Total Vehicle-Miles of New Demand Over Ten Years (Line 8). (Line 21 / Line 8)



C. Maximum Assessable Impact Fee Determination

To be filled in at a later date after credits calculated.

Table 8. Maximum Assessable Roadway Impact Fee

Line	Calculation	Service Area: A	Service Area: B	Service Area: C	Service Area: D
1	Total Vehicle-Miles of Capacity Added by the Roadway Impact Fee CIP <i>(From Roadway Impact Fee CIP Service Units of Supply - Appendix B)</i>	39,489	11,892	36,562	46,538
2	Total Vehicle-Miles of Existing Demand <i>(From Roadway Impact Fee CIP Service Units of Supply - Appendix B)</i>	10,764	2,947	15,980	15,980
3	Total Vehicle-Miles of Existing Deficiencies <i>(From Roadway Impact Fee Existing Conditions - Appendix C)</i>	100	4	196	2,486
4	Net Amount of Vehicle-Miles of Capacity Added <i>Line 1 - Line 2 - Line 3</i>	28,625	8,941	20,386	28,072
5	Total Cost of the Roadway Impact Fee RCP within Service Area <i>(From Tables 4A - 4D)</i>	\$ 92,294,691	\$ 37,261,885	\$ 45,022,878	\$ 144,519,917
6	Cost of Net Capacity Supplied <i>(Line 4 / Line 1) * Line 5</i>	\$ 66,902,229	\$ 28,014,771	\$ 25,103,971	\$ 87,176,314
7	Cost to Meet Existing Needs & Usage <i>Line 5 - Line 6</i>	\$ 25,392,462	\$ 9,247,114	\$ 19,918,907	\$ 57,343,603
8	Total Vehicle-Miles of New Demand over 10 Years <i>(From Table 6 and Land Use Assumptions)</i>	29,612	59,157	28,394	55,477
9	Percent of Capacity Added Attributable to Growth <i>Line 8 / Line 4</i>	103.4%	661.6%	139.2%	197.6%
10	Reduce Line 10 to 100% if Line 9 > Line 3 <i>(Otherwise, No Change)</i>	100.0%	100.0%	100.0%	100.0%
11	Cost of Roadway Impact Fee CIP Attributable to Growth <i>Line 6 * Line 10</i>	\$ 66,902,229	\$ 28,014,771	\$ 25,103,971	\$ 87,176,314
12	Total Cost of the Intersection Impact Fee CIP within Service Area <i>(From Tables 4A - 4D)</i>	\$ 574,688	\$ 1,174,688	\$ 3,801,438	\$ 10,449,188
13	Percent of Intersection Capacity Added Attributable to Growth <i>(New Demand over 10 Years / 2031 Demand)</i>	66%	87%	40%	77%
14	Cost of Intersection Impact Fee CIP Attributable to Growth <i>Line 12 * Line 13</i>	\$ 382,052	\$ 1,017,454	\$ 1,514,967	\$ 8,089,044
15	Credit for Previous Contributions	TO BE COMPLETED AFTER PRE-CREDIT REPORT. TOTAL CONTRIBUTIONS ARE \$2,830,100 TO BE SPLIT AMONG SERVICE AREAS.			
16	Cost of the Roadway Impact Fee CIP Attributable to Growth - Developer Contributions <i>Line 11 + Line 14 - Line 15 + Study Cost per Service Area</i>	\$ 67,313,031	\$ 29,060,975	\$ 26,647,688	\$ 95,294,108
17	Pre-Credit, Pre-Financing Maximum Fee per Service Unit <i>Line 16 / Line 8</i>	\$ 2,273	\$ 491	\$ 939	\$ 1,718
18	Financing Costs <i>(From Appendix D)</i>	THE FINAL MAXIMUM FEE WILL BE DETERMINED AFTER CREDIT CALCULATION.			
19	Interest Earnings <i>(From Appendix D)</i>				
20	Credit for Ad Valorem Taxes <i>(From Appendix D)</i>				
21	Recoverable Cost of Total Roadway Impact Fee CIP and Financing <i>Line 16 + Line 18 + Line 19 + Line 20</i>				
22	Maximum Assessable Fee per Service Unit <i>Line 21 / Line 8</i>				

D. Service Unit Demand Per Unit of Development

The Roadway Impact Fee is determined by multiplying the impact fee rate by the number of service units projected for the proposed development. For this purpose, the City will utilize the Land Use/Vehicle-Mile Equivalency Table (LUVMET), presented in **Table 9**. This table lists the predominant land uses that may occur within the City of Leander. For each land use, the development unit that defines the development's magnitude with respect to transportation demand is shown. Although every possible use cannot be anticipated, the majority of local uses are found in this table. The descriptions for each land use are presented in **Table 10**. If the exact use is not listed, one similar in trip-making characteristics can serve as a reasonable proxy. The individual land uses are grouped into categories, such as residential, office, commercial, industrial, and institutional.

The trip rates presented for each land use is a fundamental component of the LUVMET. The trip rate is the average number of trips generated during the afternoon peak hour by each land use per development unit. The next column in **Table 9**, if applicable to the land use, presents the percentage of trips to and from certain land uses reduced by pass-by trips, as previously discussed.

The definitive source of the trip generation and pass-by statistics is the *ITE Trip Generation Manual, 11th Edition*, the latest edition. This manual utilizes trip generation studies for a variety of land uses throughout the United States, and is the standard used by traffic engineers and transportation planners for traffic impact analysis, site design, and transportation planning. However, for land uses not contained within the 11th Edition of the *ITE Trip Generation Manual*, an alternative service unit demand could be calculated by completing a trip generation study based on the procedure identified in the *ITE Trip Generation Handbook*.

To convert vehicle trips to vehicle-miles, it is necessary to multiply trips by trip length. The trip length values are based on the CAMPO long range transportation model and supplemented by the *National Household Travel Survey* performed by the FHWA. The other adjustment to trip length is the 50% origin-destination reduction to avoid double counting of trips. At this stage, another important aspect of the state law is applied – the limit on transportation



service unit demand. If the adjusted trip length is above six (6) miles, the maximum trip length used for calculation is reduced to six (6) miles. This reduction, as discussed previously, limits the maximum trip length to the approximate size of the service areas.

The remaining column in the LUVMET shows the vehicle-miles per development unit. This number is the product of the trip rate and the maximum trip length. This number, previously referred to as the *Transportation Demand Factor*, is used in the impact fee to compute the number of service units attributed to each land use category. The number of service units is multiplied by the impact fee rate (established by City ordinance) in order to determine the impact fee for a development.



Table 9. Land Use / Vehicle-Mile Equivalency Table (LUVMET)

Land Use Category	ITE Land Use Code	Development Unit	PM Peak Hour Trip Generation Rate	Pass-by Rate	Adjusted PM Peak Hour Trip Generation Rate	Trip Length (Miles)	Adjustment for O-D	Adjusted Trip Length (Miles)	Maximum Trip Length (Miles)	Vehicle-Miles per Development Unit
PORT AND TERMINAL										
Truck Terminal	030	1,000 SF GFA	1.87		1.87	10.70	50%	5.35	5.35	10.00
INDUSTRIAL										
General Light Industrial	110	1,000 SF GFA	0.65		0.65	12.89	50%	6.45	6.00	3.90
Industrial Park	130	1,000 SF GFA	0.34		0.34	12.89	50%	6.45	6.00	2.04
Warehousing	150	1,000 SF GFA	0.18		0.18	12.89	50%	6.45	6.00	1.08
Mini-Warehouse	151	1,000 SF GFA	0.15		0.15	12.89	50%	6.45	6.00	0.90
RESIDENTIAL										
Single-Family Detached Housing	210	Dwelling Unit	0.94		0.94	8.59	50%	4.30	4.30	4.04
Multifamily Housing (Low-Rise)	220	Dwelling Unit	0.51		0.51	8.59	50%	4.30	4.30	2.19
Multifamily Housing (Mid-Rise)	221	Dwelling Unit	0.39		0.39	8.59	50%	4.30	4.30	1.68
Multifamily Housing (High-Rise)	222	Dwelling Unit	0.32		0.32	8.59	50%	4.30	4.30	1.38
Senior Adult Housing - Detached	251	Dwelling Unit	0.30		0.30	8.59	50%	4.30	4.30	1.29
Senior Adult Housing - Attached	252	Dwelling Unit	0.25		0.25	8.59	50%	4.30	4.30	1.08
Assisted Living	254	Beds	0.24		0.24	8.59	50%	4.30	4.30	1.03
LODGING										
Hotel	310	Room	0.59		0.59	5.41	50%	2.71	2.71	1.60
Motel / Other Lodging Facilities	320	Room	0.36		0.36	5.41	50%	2.71	2.71	0.98
RECREATIONAL										
Golf Driving Range	432	Tee	1.25		1.25	6.35	50%	3.18	3.18	3.98
Golf Course	430	Acre	2.91		2.91	6.35	50%	3.18	3.18	9.25
Recreational Community Center	495	1,000 SF GFA	2.50		2.50	6.35	50%	3.18	3.18	7.95
Ice Skating Rink	465	1,000 SF GFA	1.33		1.33	6.35	50%	3.18	3.18	4.23
Miniature Golf Course	431	Hole	0.33		0.33	6.35	50%	3.18	3.18	1.05
Multiplex Movie Theater	445	Screens	13.96		13.96	6.35	50%	3.18	3.18	44.39
Racquet / Tennis Club	491	Court	3.82		3.82	6.35	50%	3.18	3.18	12.15
INSTITUTIONAL										
Religious Place of Worship	560	1,000 SF GFA	0.49		0.49	6.30	50%	3.15	3.15	1.54
Day Care Center	565	1,000 SF GFA	11.12		11.12	3.39	50%	1.70	1.70	18.90
Middle School / Junior High School	522	Students	0.15		0.15	3.39	50%	1.70	1.70	0.26
University / College	550	Students	0.15		0.15	3.39	50%	1.70	1.70	0.26
MEDICAL										
Clinic	630	1,000 SF GFA	3.69		3.69	6.76	50%	3.38	3.38	12.47
Hospital	610	1,000 SF GFA	0.86		0.86	6.76	50%	3.38	3.38	2.91
Nursing Home	620	Beds	0.14		0.14	6.76	50%	3.38	3.38	0.47
Animal Hospital / Veterinary Clinic	640	1,000 SF GFA	3.53		3.53	6.76	50%	3.38	3.38	11.93
OFFICE										
Corporate Headquarters Building	714	1,000 SF GFA	1.30		1.30	6.76	50%	3.38	3.38	4.39
General Office Building	710	1,000 SF GFA	1.44		1.44	6.76	50%	3.38	3.38	4.87
Medical/Dental Office Building	720	1,000 SF GFA	3.93		3.93	6.76	50%	3.38	3.38	13.28
Single Tenant Office Building	715	1,000 SF GFA	1.76		1.76	6.76	50%	3.38	3.38	5.95
Office Park	750	1,000 SF GFA	1.30		1.30	6.76	50%	3.38	3.38	4.39
COMMERCIAL										
Automobile Related										
Automobile Care Center	942	1,000 SF GFA	3.11		3.11	5.41	50%	2.71	2.71	8.43
Automobile Parts Sales	843	1,000 SF GFA	4.90		4.90	5.41	50%	2.71	2.71	13.28
Gasoline/Service Station	944	Vehicle Fueling Position	13.91	42%	8.07	1.20	50%	0.60	0.60	4.84
Gasoline/Service Station w/ Convenience Market	945	Vehicle Fueling Position	18.42	56%	8.10	1.20	50%	0.60	0.60	4.86
Automobile Sales (New)	840	1,000 SF GFA	2.42		2.42	5.41	50%	2.71	2.71	6.56
Quick Lubrication Vehicle Shop	941	Servicing Positions	4.85		4.85	5.41	50%	2.71	2.71	13.14
Self-Service Car Wash	947	Stall	5.54		5.54	1.20	50%	0.60	0.60	3.32
Tire Store	848	1,000 SF GFA	2.09	28%	1.50	5.41	50%	2.71	2.71	4.07
Dining										
Fast Food Restaurant with Drive-Thru Window	934	1,000 SF GFA	33.03	50%	16.52	3.39	50%	1.70	1.70	28.08
Fast Food Restaurant without Drive-Thru Window	933	1,000 SF GFA	33.21		33.21	3.39	50%	1.70	1.70	56.46
High Turnover (Sit-Down) Restaurant	932	1,000 SF GFA	9.05	43%	5.16	5.41	50%	2.71	2.71	13.98
Quality Restaurant	931	1,000 SF GFA	7.80	67%	2.57	5.41	50%	2.71	2.71	6.96
Coffee/Donut Shop with Drive-Thru Window	937	1,000 SF GFA	38.99		38.99	1.20	50%	0.60	0.60	23.39
Other Retail										
Free-Standing Store	815	1,000 SF GFA	4.83	29%	3.43	6.35	50%	3.18	3.18	10.91
Nursery (Garden Center)	817	1,000 SF GFA	6.94		6.94	6.35	50%	3.18	3.18	22.07
Home Improvement Superstore	862	1,000 SF GFA	2.29	42%	1.33	6.35	50%	3.18	3.18	4.23
Pharmacy/Drugstore without Drive-Thru Window	880	1,000 SF GFA	8.51	53%	4.00	6.35	50%	3.18	3.18	12.72
Pharmacy/Drugstore with Drive-Thru Window	881	1,000 SF GFA	10.25	49%	5.23	6.35	50%	3.18	3.18	16.63
Shopping Center	820	1,000 SF GLA	3.40	34%	2.24	6.35	50%	3.18	3.18	7.12
Supermarket	850	1,000 SF GFA	8.95	36%	5.73	6.35	50%	3.18	3.18	18.22
Toy/Children's Superstore	864	1,000 SF GFA	5.00		5.00	6.35	50%	3.18	3.18	15.90
Department Store	875	1,000 SF GFA	1.95		1.95	6.35	50%	3.18	3.18	6.20
SERVICES										
Walk-In Bank	911	1,000 SF GFA	12.13		12.13	3.39	50%	1.70	1.70	20.62
Drive-In Bank	912	Drive-in Lanes	21.01	35%	13.66	3.39	50%	1.70	1.70	23.22
Hair Salon	918	1,000 SF GLA	1.45		1.45	3.39	50%	1.70	1.70	2.47



Table 10. Land Use Descriptions

Land Use Category	ITE Land Use Code	Land Use Description
PORT AND TERMINAL		
Truck Terminal	030	Point of good transfer between trucks, between trucks and rail, or between trucks and ports
INDUSTRIAL		
General Light Industrial	110	Emphasis on activities other than manufacturing in a free-standing facility devoted to a single use
Industrial Park	130	Contains a number of industrial or related facilities; characterized by a mix of highly diversified facilities
Manufacturing	140	Primary activity is conversion of raw materials or parts into finished products
Warehousing	150	Devoted to storage of materials but may include office and maintenance areas
Mini-Warehouse	151	Facilities with a number of units rented to others for the storage of goods
RESIDENTIAL		
Single-Family Detached Housing	210	Single-family detached homes on individual lots
Multifamily Housing (Low-Rise)	220	One or three levels (floor) per building such as duplexes or townhomes
Multifamily Housing (Mid-Rise)	221	Multi-family housing between four and ten levels (floors) per building
Multifamily Housing (High-Rise)	222	Multi-family housing more than ten levels (floors) per building
Mobile Home Park / Manufactured Home	240	Consists of manufactured homes that are sited and installed on permanent foundations
Senior Adult Housing-Detached	251	Consists of detached independent living developments that include amenities such as golf courses and swimming pools
Senior Adult Housing-Attached	252	Consists of attached independent living developments that include limited social or recreation services
Assisted Living	254	Residential settings that provide either routine general protective oversight or assistance with activities.
LODGING		
Hotel	310	Lodging facilities that typically have on-site restaurants, lounges, meeting and/or banquet rooms, or other retail shops and services
Motel / Other Lodging Facilities	320	Lodging facilities that may have small on-site restaurant or buffet area but little or no meeting space
RECREATIONAL		
Golf Driving Range	432	Facilities with driving tees for practice; may provide individual or group lessons; may have pro shop and/or refreshment facilities
Golf Course	430	May include municipal courses and private country clubs; may have driving ranges, pro shops, and restaurant/banquet facilities
Recreational Community Center	495	Category includes stand-alone public facilities often including classes and clubs for adults and children including YMCAs.
Ice Skating Rink	465	Rinks for ice skating and related sports; may contain spectator areas and refreshment facilities
Miniature Golf Course	431	One or more individual putting courses; category should not be used when part of a larger entertainment center (with batting cages, video game centers, etc)
Multiplex Movie Theater	445	Movie theater with audience seating, minimum of ten screens, lobby, and refreshment area.
Racquet / Tennis Club	491	Indoor or outdoor facilities specifically designed for playing tennis
INSTITUTIONAL		
Religious Place of Worship	560	All places of worship
Day Care Center	565	Generally includes facilities for care of pre-school aged children, generally includes classrooms, offices, eating areas, and playgrounds
Elementary and Middle School (K-6)	520/2	Serves students who have not yet entered high school
High School	530	Serves students who have completed middle or junior high school
Junior / Community College	540	Two-year junior, community, or technical colleges
University / College	550	Four-year universities or colleges that may or may not offer graduate programs
MEDICAL		
Clinic	630	Facilities with limited diagnostic and outpatient care
Hospital	610	Medical and surgical facilities with overnight accommodations
Nursing Home	620	Rest and convalescent homes with residents who do little or no driving
Animal Hospital/Veterinary Clinic	640	Facilities that specialize in the medical care and treatment of animals
OFFICE		
Corporate Headquarters Building	714	Office building housing corporate headquarters of a single company or organization
General Office Building	710	Office buildings which house multiple tenants
Medical-Dental Office Building	720	Multi-tenant building with offices for physicians and/or dentists
Single Tenant Office Building	715	Single tenant office buildings other than corporate headquarters
Office Park	750	Office buildings (typically low-rise) in a campus setting and served by a common roadway system
COMMERCIAL		
Automobile Related		
Automobile Care Center	942	Automobile repair and servicing including stereo installations and upholstery
Automobile Parts Sales	843	Retail sale of auto parts but no on-site vehicle repair
Gasoline/Service Station	944	Gasoline sales without convenience store or car wash; may include repair
Gasoline/Service Station w/ Conv Market and Car Wash	946	Gasoline sales with convenience store and car washes where the primary business is gasoline sales
New Car Sales	841	Automobile sales, typically with automobile servicing, part sales, and used car sales
Quick Lubrication Vehicle Shop	941	Primary business is to perform oil changes and fluid/filter changes with other repair services not provided
Car Wash	947	Has stalls for driver to park and wash the vehicle
Tire Store	846	Primary business is sales and installation of tires; usually do not have large storage or warehouse area
Dining		
Fast Food Restaurant with Drive-Thru Window	934	High-turnover fast food restaurant for carry-out and eat-in customers with a drive-thru window
Fast Food Restaurant without Drive-Thru Window	933	High-turnover fast food restaurant for carry-out and eat-in customers, but without a drive-thru window
High Turnover (Sit-Down) Restaurant	932	Restaurants with turnover rates less than one hour; typically includes moderately-priced chain restaurants
Quality Restaurant	931	Restaurants with turnover rates of one hour or longer; typically require reservations
Coffee/Donut Shop with Drive-Thru Window	937	Coffee and Donut restaurants with drive-through windows, hold long store hours and have limited indoor seating
Other Retail		
Free-Standing Discount Store	815	Category includes free-standing stores with off-street parking; typically offer a variety of products and services with long store hours
Nursery (Garden Center)	817	Building with a yard of planting or landscape stock; may have office, storage, shipping or greenhouse facilities
Home Improvement Superstore	862	Warehouse-type facilities offering a large variety of products and services including lumber, tool, paint, lighting, and fixtures, among other items
Pharmacy/Drugstore w/o Drive-Thru Window	880	Facilities that primarily sell prescription and non-prescription drugs without a drive-through window
Pharmacy/Drugstore w/ Drive-Thru Window	881	Facilities that primarily sell prescription and non-prescription drugs with a drive-through window
Shopping Center	820	Integrated group of commercial establishments; planning, owned, and managed as a unit
Supermarket	850	Primary business is sale of groceries, food, and household cleaning items; may include photo, pharmacy, video rental, and/or ATM
Toy/Children's Superstore	864	Businesses specializing in child-oriented merchandise
Department Store	875	Free-standing stores that specialize in the sale of apparel, footwear, bedding, home products, jewelry, etc.
SERVICES		
Walk-In Bank	911	Banks with their own parking lots, no drive-in lanes but contain non-drive-through ATMs
Drive-In Bank	912	Banking facilities to conduct financial transactions from the vehicle; also usually apart of walk-in bank
Hair Salon	918	Facilities that specialize in cosmetic and beauty services including hair cutting and styling

VI. SAMPLE CALCULATIONS

The following section details two (2) examples of maximum assessable Roadway Impact Fee calculations.

Example 1:

Development Type - One (1) Unit of Single-Family Housing in Service Area D

Roadway Impact Fee Calculation Steps – Example 1	
Step 1	Determine Development Unit and Vehicle-Miles Per Development Unit
	<i>From Table 9 [Land Use – Vehicle-Mile Equivalency Table]</i> Development Type: 1 Dwelling Unit of Single-Family Detached Housing Number of Development Units: 1 Dwelling Unit Veh-Mi Per Development Unit: 4.04
Step 2	Determine Maximum Assessable Impact Fee Per Service Unit (Vehicle-Mile)
	<i>From Table 8, Line 17 [Maximum Assessable Fee Per Service Unit]</i> Service Area D: \$1,718
Step 3	Determine Maximum Assessable Impact Fee
	Impact Fee = # of Development Units * Veh-Mi Per Dev Unit * Max. Fee Per Service Unit Impact Fee = 1 * 4.04 * \$1,718 Maximum Assessable Impact Fee = \$6,940.72

Example 2:

Development Type – 50,000 square foot General Office in Service Area C

Roadway Impact Fee Calculation Steps – Example 2	
Step 1	Determine Development Unit and Vehicle-Miles Per Development Unit
	<i>From Table 9 [Land Use – Vehicle-Mile Equivalency Table]</i> Development Type: 50,000 square feet of General Office Development Unit: 1,000 square feet of Gross Floor Area Veh-Mi Per Development Unit: 4.87
Step 2	Determine Maximum Assessable Impact Fee Per Service Unit (Vehicle-Mile)
	<i>From Table 8, Line 17 [Maximum Assessable Fee Per Service Unit]</i> Service Area C: \$939
Step 3	Determine Maximum Assessable Impact Fee
	Impact Fee = # of Development Units * Veh-Mi Per Dev Unit * Max. Fee Per Service Unit Impact Fee = 50 * 4.87 * \$939 Maximum Assessable Impact Fee = \$228,646.50

VII. ADOPTION AND ADMINISTRATION OF ROADWAY IMPACT FEES

A. Adoption Process

Chapter 395 of the Texas Local Government Code stipulates a specific process for the adoption of Roadway Impact Fees. A Capital Improvements Advisory Committee (CIAC) is required to review the Land Use Assumptions and Roadway Impact Fees CIP used in calculating the maximum fee, and to provide the Committee's findings for consideration by the City Council. This CIAC also reviews the calculation and resulting maximum fees and provides its findings to the City Council. The composition of the CIAC is required to adequately represent the building and development communities. The City Council then conducts a first public hearing on the Roadway Impact Fee Assumptions (Land Use and Capital Improvements Plan) and a second public hearing on the Roadway Impact Fee Calculation and Roadway Impact Fee Ordinance.

Following policy adoption, the CIAC is tasked with advising the City Council of the need to update the Land Use Assumptions or the Roadway Impact Fees CIP at any time within five years of adoption. Finally, the CIAC oversees the proper administration of the Impact Fee, once in place, and advises the Council as necessary.

B. Collection and Use of Roadway Impact Fees

Roadway Impact Fees are assessed when a final plat is recorded. The assessment defines the impact of each unit at the time of platting, according to land use, and may not exceed the maximum impact fee allowed by law. Roadway Impact Fees are collected when a building permit is issued. Therefore, funds are not collected until development-impacts are introduced to the transportation system. Funds collected within a service area can be used only within the same service area. Finally, fees must be utilized within 10 years of collection, or must be refunded with interest.

VIII. CONCLUSIONS

The City of Leander has established a process to implement the assessment and collection of Roadway Impact Fees through the adoption of an impact fee ordinance that is consistent with Chapter 395 of the Texas Local Government Code.

This report establishes the 2022 Pre-Credit maximum allowable Roadway Impact Fee that could be assessed by the City of Leander, as shown in the previously referenced **Table 8**.

This document serves as a guide to the assessment of Roadway Impact Fees pertaining to future development, and the City's need for transportation improvements to accommodate that growth. Following the public hearing process, the City Council may establish an impact fee amount to be collected, up to the calculated maximum and establish the Roadway Impact Fee Ordinance accordingly.

In conclusion, it is our opinion that the data and methodology used in this analysis are appropriate and consistent with Chapter 395 of the Texas Local Government Code. Furthermore, the Land Use Assumptions and the proposed Roadway Impact Fee Capital Improvements Plan are appropriately incorporated into the development of the Pre-Credit maximum assessable Roadway Impact Fee.

Below is the listing of the 2022 Pre-Credit Roadway Impact Fee Study's Maximum Assessable Impact Fee Per Service Unit (Vehicle-Mile):

Service Area	Maximum Fee Per Service Unit (per Vehicle-Mile)
A	\$2,273
B	\$491
C	\$939
D	\$1,718

APPENDICES

A. Conceptual Level Project Cost Projections

SERVICE AREA A
SERVICE AREA B
SERVICE AREA C
SERVICE AREA D

B. Roadway Impact Fee CIP Service Units of Supply

C. Existing Roadway Facilities Inventory

D. Plan for Awarding the Roadway Impact Fee Credit Summary

E. Plan for Awarding the Roadway Impact Fee Credit Supporting Exhibits



Appendix A – Conceptual Level Project Cost Projections

City of Leander - 2022 Roadway Impact Fee Study
Capital Improvement Plan for Roadway Impact Fees
Summary of Conceptual Level Project Cost Projections

Last Modified: 12/15/2021

Street Improvements - Service Area A

Project #	Street Name	Project Limits	Ultimate Roadway Class	Impact Fee Class	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
A-1	Lakeline Blvd	From 1,125' S OF CR 281 To 1,635' S OF CR 280	Arterial 4-Lane	New 4-Lane Arterial	TMP	50%	\$ 6,600,000	\$ 3,300,000
A-2	Lakeline Blvd	From LIVE OAK RD To 1,635' S OF CR 280	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 10,300,000	\$ 10,300,000
A-3	Lakeline Blvd	From 1,635' S OF CR 280 To 75' N OF BAGDAD RD	Arterial 4-Lane	New 4-Lane Arterial	TMP	50%	\$ 2,100,000	\$ 1,050,000
A-4	Lakeline Blvd	From 480' N OF OLD 2243 WEST To OLD 2243 WEST	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 1,000,000	\$ 1,000,000
A-5	Bagdad Rd	From 1300' N OF CR 281 To CR 281	Arterial 6-Lane	Access Management	TMP	50%	\$ 500,000	\$ 250,000
A-6	Bagdad Rd	From CR 281 To 930' NW OF W SAN GABRIEL PKWY	Arterial 6-Lane	Access Management	TMP; 2016-CO Bond; 2015-CO Bond	100%	\$ 9,364,238	\$ 9,364,238
A-7	Bagdad Rd	From 930' NW OF W SAN GABRIEL PKWY To 380' NW OF W SAN GABRIEL PKWY	Arterial 6-Lane	Access Management	TMP; 2016-CO Bond; 2015-CO Bond	50%	\$ 274,724	\$ 137,362
A-8	Bagdad Rd	From 380' NW OF W SAN GABRIEL PKWY To HERO WAY	Arterial 6-Lane	Access Management	TMP; 2016-CO Bond; 2015-CO Bond	100%	\$ 7,864,238	\$ 7,864,238
A-9, B-15	US 183	From US 183A To HERO WAY	Arterial 6-Lane	Access Management	TMP	50%	\$ 3,700,000	\$ 1,850,000
A-10	CR 280	From 1,725' W OF LAKELINE BLVD To 530' E OF LAKELINE BLVD	Residential Collector	New Collector	TMP	100%	\$ 2,700,000	\$ 2,700,000
A-11	CR 280	From 1,965 W OF BAGDAD RD To BAGDAD RD	Residential Collector	New Collector	TMP	100%	\$ 2,500,000	\$ 2,500,000
A-12	Heritage Grove Rd	From HALSEY DR To 1,295' W OF W BROADE ST	Non-Residential Collector	Widen Collector	TMP	100%	\$ 2,000,000	\$ 2,000,000
A-13	Heritage Grove Rd	From 1,295' W OF W BROADE ST To 460' E OF W BROADE ST	Non-Residential Collector	Widen Collector	TMP	50%	\$ 1,000,000	\$ 500,000
A-14	Heritage Grove Rd	From 460' W OF W BROADE ST To W BROADE ST	Non-Residential Collector	Widen Collector	TMP	100%	\$ 600,000	\$ 600,000
A-15	San Gabriel Pkwy	From LAKELINE BLVD To 1,760' E OF LAKELINE BLVD	Arterial 6-Lane	New 6-Lane Arterial (1/3)	TMP	50%	\$ 2,600,000	\$ 1,300,000
A-16	San Gabriel Pkwy	From 1,760' W OF LAKELINE BLVD To 1,400' W OF BAGDAD RD	Arterial 6-Lane	New 6-Lane Arterial (1/3)	TMP	100%	\$ 5,800,000	\$ 5,800,000
A-17	San Gabriel Pkwy	From 1,400' W OF BAGDAD RD To 165' W OF BAGDAD RD	Arterial 6-Lane	New 6-Lane Arterial (1/3)	TMP	50%	\$ 1,900,000	\$ 950,000
A-18	San Gabriel Pkwy	From BAGDAD RD To N US 183	Arterial 6-Lane	Widen 6-Lane Arterial (2/3)	TMP	100%	\$ 9,500,000	\$ 9,500,000
A-19	Hero Way	From SAN GABRIEL PKWY To 1,100' E OF SAN GABRIEL PKWY	Arterial 4-Lane	Widen 4-Lane Arterial	Roadway Newly Identified	50%	\$ 1,900,000	\$ 950,000
A-20, C-13	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	Arterial 4-Lane	Widen 4-Lane Arterial	Roadway Newly Identified	50%	\$ 11,100,000	\$ 5,550,000
A-21, C-14	Hero Way	From LAKELINE BLVD To US 183	Arterial 4-Lane	Access Management	Roadway Newly Identified; 2016-CO Bond; 2015-CO Bond	50%	\$ 22,757,707	\$ 11,378,854
A-22	Live Oak Rd	From LAKELINE BLVD To WESTERN CITY LIMITS	Non-Residential Collector	New Collector	Roadway Newly Identified	100%	\$ 9,900,000	\$ 9,900,000
A-23	Live Oak Rd	From LAKELINE BLVD To 2240' E OF LAKELINE BLVD	Non-Residential Collector	New Collector	Roadway Newly Identified	50%	\$ 3,100,000	\$ 1,550,000
A-24	Live Oak Rd	From BAGDAD RD To 1725' W OF BAGDAD RD	Non-Residential Collector	Widen Collector	Roadway Newly Identified	100%	\$ 2,000,000	\$ 2,000,000
Total							\$ 121,060,907	\$ 92,294,691

Signal Installation and Intersection Improvements - Service Area A

Project #	Project Source	Intersection	Project Type	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	TMP - ICE	US 183 and Hero Way	Other Capacity	25%	\$ 298,750	\$ 74,688
ABCDI-2	TMP	City of Leander Signal Upgrades	ITS Upgrades	25%	\$ 2,000,000	\$ 500,000
Total					\$ 2,298,750	\$ 574,688

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

Project Source and Impact Fee Class Definitions

Project Source

Transportation Master Plan- Projects identified in the 2021 Transportation Master Plan

Bond Projects - Projects identified in the previous transportation bonds with auto capacity related improvements and outstanding debt

2021 Five-Year CIP- Projects identified in the five-year CIP, but not included in the Transportation Master Plan

Intersection Newly Identified- Intersection improvements identified during the development of the RIF CIP

Roadway Newly Identified- Roadway improvements identified during the development of the RIF CIP

Impact Fee Class

New - Either a new street connection or new intersection where a signal is recommended

Existing - Existing segments with capacity related improvements

Widening - Widening of an existing street to add pavement outside the existing curbs

Access Management - Converting a two-way left-turn lane to a median

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Kimley»Horn

Updated: 12/15/2021

Project Information:

Description:

Name: Lakeline Blvd
Project Label: A-1
Service Area: A, ETJ/Other
Limits: 1,125' S OF CR 281 to 1,635' S OF CR 280
Impact Fee Class: New 4-Lane Arterial
Cross-Section: 4D
Roadway Class: Arterial 4-Lane
Length (Feet): 3,506

This project consists of the construction of a new four-lane arterial.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	15,432	CY	\$ 15.00	\$ 231,000
205	6" Asphalt (Type C)	5,914	Ton	\$ 80.00	\$ 473,000
305	17" Base	11,406	CY	\$ 45.00	\$ 513,000
405	Geogrid	24,154	SY	\$ 2.00	\$ 48,000
505	10' Concrete Sidewalk	70,125	SF	\$ 10.00	\$ 701,000
605	Machine Laid Curb & Gutter	7,013	LF	\$ 18.00	\$ 126,000
705	Turn Lanes and Median Openings	2,568	SY	\$ 77.00	\$ 198,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,584	GAL	\$ 4.00	\$ 14,000

Paving Construction Cost Subtotal: \$ 2,304,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 115,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 46,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 806,000
✓	Illumination		10%	\$ 230,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 46,000
✓	Sewer	Minor Adjustments	2%	\$ 46,000
✓	Turf and Erosion Control		3%	\$ 69,000
✓	Landscaping and Irrigation		2%	\$ 46,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,404,000

Paving Construction Cost and Allowance Subtotal: \$ 3,708,000

Construction Contingency: 15% \$ 556,000

Mobilization: 10% \$ 371,000

Prep ROW: 4% \$ 148,000

Construction Cost Total: \$ 4,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 4,800,000
Engineering/Survey/Testing:		16%	\$ 768,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,051,876

Impact Fee Project Cost Total: \$ 6,600,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the construction of a new four-lane arterial.
Project Label:	A-2	
Service Area:	A,	
Limits:	LIVE OAK RD to 1,635 S OF CR 280	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	5,438	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	23,932	CY	\$ 15.00	\$ 359,000
205	6" Asphalt (Type C)	9,171	Ton	\$ 80.00	\$ 734,000
305	17" Base	17,689	CY	\$ 45.00	\$ 796,000
405	Geogrid	37,458	SY	\$ 2.00	\$ 75,000
505	10' Concrete Sidewalk	108,750	SF	\$ 10.00	\$ 1,088,000
605	Machine Laid Curb & Gutter	10,875	LF	\$ 18.00	\$ 196,000
705	Turn Lanes and Median Openings	3,982	SY	\$ 77.00	\$ 307,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	5,558	GAL	\$ 4.00	\$ 22,000

Paving Construction Cost Subtotal: \$ 3,577,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 179,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 72,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,252,000
✓	Illumination		10%	\$ 358,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 72,000
✓	Sewer	Minor Adjustments	2%	\$ 72,000
✓	Turf and Erosion Control		3%	\$ 107,000
✓	Landscaping and Irrigation		2%	\$ 72,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,184,000

Paving Construction Cost and Allowance Subtotal: \$ 5,761,000

Construction Contingency: 15% \$ 864,000

Mobilization: 10% \$ 576,000

Prep ROW: 4% \$ 230,000

Construction Cost Total: \$ 7,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,500,000
Engineering/Survey/Testing:		16%	\$ 1,200,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,631,256

Impact Fee Project Cost Total: \$ 10,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the construction of a new four-lane arterial.
Project Label:	A-3	
Service Area:	A, ETJ/Other	
Limits:	1,635' S OF CR 280 to 75' N OF BAGDAD RD	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,061	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	4,671	CY	\$ 15.00	\$ 70,000
205	6" Asphalt (Type C)	1,790	Ton	\$ 80.00	\$ 143,000
305	17" Base	3,453	CY	\$ 45.00	\$ 155,000
405	Geogrid	7,311	SY	\$ 2.00	\$ 15,000
505	10' Concrete Sidewalk	21,227	SF	\$ 10.00	\$ 212,000
605	Machine Laid Curb & Gutter	2,123	LF	\$ 18.00	\$ 38,000
705	Turn Lanes and Median Openings	777	SY	\$ 77.00	\$ 60,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,085	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 697,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 35,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 14,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 244,000
✓	Illumination		10%	\$ 70,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 14,000
✓	Sewer	Minor Adjustments	2%	\$ 14,000
✓	Turf and Erosion Control		3%	\$ 21,000
✓	Landscaping and Irrigation		2%	\$ 14,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 426,000

Paving Construction Cost and Allowance Subtotal: \$ 1,123,000

Construction Contingency: 15% \$ 168,000

Mobilization: 10% \$ 112,000

Prep ROW: 4% \$ 45,000

Construction Cost Total: \$ 1,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,500,000
Engineering/Survey/Testing:		16%	\$ 240,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 318,400

Impact Fee Project Cost Total: \$ 2,100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the construction of a new four-lane arterial.
Project Label:	A-4	
Service Area:	A,	
Limits:	480' N OF OLD 2243 WEST to OLD 2243 W	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	501	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	2,206	CY	\$ 15.00	\$ 33,000
205	6" Asphalt (Type C)	846	Ton	\$ 80.00	\$ 68,000
305	17" Base	1,631	CY	\$ 45.00	\$ 73,000
405	Geogrid	3,454	SY	\$ 2.00	\$ 7,000
505	10' Concrete Sidewalk	10,027	SF	\$ 10.00	\$ 100,000
605	Machine Laid Curb & Gutter	1,003	LF	\$ 18.00	\$ 18,000
705	Turn Lanes and Median Openings	367	SY	\$ 77.00	\$ 28,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	512	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 329,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 16,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 7,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 115,000
✓	Illumination		10%	\$ 33,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 7,000
✓	Sewer	Minor Adjustments	2%	\$ 7,000
✓	Turf and Erosion Control		3%	\$ 10,000
✓	Landscaping and Irrigation		2%	\$ 7,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 202,000

Paving Construction Cost and Allowance Subtotal: \$ 531,000

Construction Contingency: 15% \$ 80,000

Mobilization: 10% \$ 53,000

Prep ROW: 4% \$ 21,000

Construction Cost Total: \$ 700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 700,000
Engineering/Survey/Testing:		16%	\$ 112,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 150,400

Impact Fee Project Cost Total: \$ 1,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	A-5	
Service Area:	A,	
Limits:	1300' N OF CR 281 to CR 281	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	1,362	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	1,850	CY	\$ 15.00	\$ 28,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	2,724	LF	\$ 18.00	\$ 49,000
708	Turn Lanes and Median Openings	997	SY	\$ 77.00	\$ 77,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 154,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 8,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 3,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 54,000
✓	Illumination		10%	\$ 15,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 3,000
✓	Sewer	Minor Adjustments	2%	\$ 3,000
✓	Turf and Erosion Control		3%	\$ 5,000
✓	Landscaping and Irrigation		2%	\$ 3,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 94,000

Paving Construction Cost and Allowance Subtotal: \$ 248,000

Construction Contingency: 15% \$ 37,000

Mobilization: 10% \$ 25,000

Prep ROW: 4% \$ 10,000

Construction Cost Total: \$ 400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 400,000
Engineering/Survey/Testing:		16%	\$ 64,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 30,815
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	A-6	
Service Area:	A,	
Limits:	CR 281 to 930' NW OF W SAN GABRIEL PK	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	12,729	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	17,286	CY	\$ 15.00	\$ 259,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	25,457	LF	\$ 18.00	\$ 458,000
708	Turn Lanes and Median Openings	9,321	SY	\$ 77.00	\$ 718,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,435,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 72,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 29,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 502,000
✓	Illumination		10%	\$ 144,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 29,000
✓	Sewer	Minor Adjustments	2%	\$ 29,000
✓	Turf and Erosion Control		3%	\$ 43,000
✓	Landscaping and Irrigation		2%	\$ 29,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 877,000

Paving Construction Cost and Allowance Subtotal: \$ 2,312,000

Construction Contingency: 15% \$ 347,000

Mobilization: 10% \$ 231,000

Prep ROW: 4% \$ 92,000

Construction Cost Total: \$ 3,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,000,000
Engineering/Survey/Testing:		16%	\$ 480,000
Previous City Contribution:	2016-CO Bond; 2015-CO Bond		\$ 5,564,238
Other:	Corridor Study		\$ 287,986
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 9,364,238

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	A-7	
Service Area:	A, ETJ/Other	
Limits:	930' NW OF W SAN GABRIEL PKWY to 380	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	557	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	756	CY	\$ 15.00	\$ 11,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	1,114	LF	\$ 18.00	\$ 20,000
708	Turn Lanes and Median Openings	408	SY	\$ 77.00	\$ 31,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 62,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 3,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 1,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 22,000
✓	Illumination		10%	\$ 6,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 1,000
✓	Sewer	Minor Adjustments	2%	\$ 1,000
✓	Turf and Erosion Control		3%	\$ 2,000
✓	Landscaping and Irrigation		2%	\$ 1,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 37,000

Paving Construction Cost and Allowance Subtotal: \$ 99,000

Construction Contingency: 15% \$ 15,000

Mobilization: 10% \$ 10,000

Prep ROW: 4% \$ 4,000

Construction Cost Total: \$ 200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 200,000
Engineering/Survey/Testing:		16%	\$ 32,000
Previous City Contribution:	2016-CO Bond; 2015-CO Bond		\$ 74,724
Other:	Corridor Study		\$ 12,602
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 274,724

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	A-8	
Service Area:	A,	
Limits:	380' NW OF W SAN GABRIEL PKWY to HEI	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	7,452	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	10,120	CY	\$ 15.00	\$ 152,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	14,903	LF	\$ 18.00	\$ 268,000
708	Turn Lanes and Median Openings	5,457	SY	\$ 77.00	\$ 420,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 840,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 42,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 17,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 294,000
✓	Illumination		10%	\$ 84,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 17,000
✓	Sewer	Minor Adjustments	2%	\$ 17,000
✓	Turf and Erosion Control		3%	\$ 25,000
✓	Landscaping and Irrigation		2%	\$ 17,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 513,000

Paving Construction Cost and Allowance Subtotal: \$ 1,353,000

Construction Contingency: 15% \$ 203,000

Mobilization: 10% \$ 135,000

Prep ROW: 4% \$ 54,000

Construction Cost Total: \$ 1,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,800,000
Engineering/Survey/Testing:		16%	\$ 288,000
Previous City Contribution:	2016-CO Bond; 2015-CO Bond		\$ 5,564,238
Other:	Corridor Study		\$ 168,597
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 7,864,238

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: US 183
Project Label: A-9, B-15
Service Area: A, B
Limits: US 183A to HERO WAY
Impact Fee Class: Access Management
Cross-Section: TBD
Roadway Class: Arterial 6-Lane
Length (Feet): 8,969

This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	12,181	CY	\$ 15.00	\$ 183,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	17,939	LF	\$ 18.00	\$ 323,000
708	Turn Lanes and Median Openings	6,568	SY	\$ 77.00	\$ 506,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,012,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 51,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 20,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 354,000
✓	Illumination		10%	\$ 101,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 20,000
✓	Sewer	Minor Adjustments	2%	\$ 20,000
✓	Turf and Erosion Control		3%	\$ 30,000
✓	Landscaping and Irrigation		2%	\$ 20,000
✓	Miscellaneous	Railroad Crossing		\$ 500,000

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,116,000

Paving Construction Cost and Allowance Subtotal: \$ 2,128,000

Construction Contingency: 15% \$ 319,000

Mobilization: 10% \$ 213,000

Prep ROW: 4% \$ 85,000

Construction Cost Total: \$ 2,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,800,000
Engineering/Survey/Testing:		16%	\$ 448,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 500,000
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 3,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 280	This project consists of the construction of a new two-lane residential collector.
Project Label:	A-10	
Service Area:	A,	
Limits:	1,725' W OF LAKELINE BLVD to 530' E OF I	
Impact Fee Class:	New Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	2,271	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	5,012	CY	\$ 15.00	\$ 75,000
201	3" Asphalt (Type C)	1,957	Ton	\$ 80.00	\$ 157,000
301	10" Base	3,855	CY	\$ 45.00	\$ 173,000
401	Geogrid	13,879	SY	\$ 2.00	\$ 28,000
501	6' Concrete Sidewalk	27,254	SF	\$ 10.00	\$ 273,000
601	Machine Laid Curb & Gutter	4,542	LF	\$ 18.00	\$ 82,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,372	GAL	\$ 4.00	\$ 9,000

Paving Construction Cost Subtotal: \$ 797,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 40,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 16,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 279,000
✓	Illumination		10%	\$ 80,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 16,000
✓	Sewer	Minor Adjustments	2%	\$ 16,000
✓	Turf and Erosion Control		3%	\$ 24,000
✓	Landscaping and Irrigation		2%	\$ 16,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 487,000

Paving Construction Cost and Allowance Subtotal: \$ 1,284,000

Construction Contingency: 15% \$ 193,000

Mobilization: 10% \$ 128,000

Prep ROW: 4% \$ 51,000

Construction Cost Total: \$ 1,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,700,000
Engineering/Survey/Testing:		16%	\$ 272,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 681,350

Impact Fee Project Cost Total: \$ 2,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 280	This project consists of the construction of a new two-lane residential collector.
Project Label:	A-11	
Service Area:	A,	
Limits:	1,965 W OF BAGDAD RD to BAGDAD RD	
Impact Fee Class:	New Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	2,086	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	4,603	CY	\$ 15.00	\$ 69,000
201	3" Asphalt (Type C)	1,797	Ton	\$ 80.00	\$ 144,000
301	10" Base	3,540	CY	\$ 45.00	\$ 159,000
401	Geogrid	12,746	SY	\$ 2.00	\$ 25,000
501	6' Concrete Sidewalk	25,028	SF	\$ 10.00	\$ 250,000
601	Machine Laid Curb & Gutter	4,171	LF	\$ 18.00	\$ 75,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,178	GAL	\$ 4.00	\$ 9,000

Paving Construction Cost Subtotal: \$ 731,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 37,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 15,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 256,000
✓	Illumination		10%	\$ 73,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 15,000
✓	Sewer	Minor Adjustments	2%	\$ 15,000
✓	Turf and Erosion Control		3%	\$ 22,000
✓	Landscaping and Irrigation		2%	\$ 15,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 448,000

Paving Construction Cost and Allowance Subtotal: \$ 1,179,000

Construction Contingency: 15% \$ 177,000

Mobilization: 10% \$ 118,000

Prep ROW: 4% \$ 47,000

Construction Cost Total: \$ 1,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,600,000
Engineering/Survey/Testing:		16%	\$ 256,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 625,701

Impact Fee Project Cost Total: \$ 2,500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Heritage Grove Rd	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	A-12	
Service Area:	A,	
Limits:	HALSEY DR to 1,295' W OF W BROADE ST	
Impact Fee Class:	Widen Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,678	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	4,842	CY	\$ 15.00	\$ 73,000
202	4" Asphalt (Type C)	1,928	Ton	\$ 80.00	\$ 154,000
302	13" Base	3,703	CY	\$ 45.00	\$ 167,000
402	Geogrid	10,255	SY	\$ 2.00	\$ 21,000
502	6' Concrete Sidewalk	20,136	SF	\$ 10.00	\$ 201,000
602	Machine Laid Curb & Gutter	6,712	LF	\$ 18.00	\$ 121,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,753	GAL	\$ 4.00	\$ 7,000

Paving Construction Cost Subtotal: \$ 744,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 37,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 15,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 260,000
✓	Illumination		10%	\$ 74,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 15,000
✓	Sewer	Minor Adjustments	2%	\$ 15,000
✓	Turf and Erosion Control		3%	\$ 22,000
✓	Landscaping and Irrigation		2%	\$ 15,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 453,000

Paving Construction Cost and Allowance Subtotal: \$ 1,197,000

Construction Contingency: 15% \$ 180,000

Mobilization: 10% \$ 120,000

Prep ROW: 4% \$ 48,000

Construction Cost Total: \$ 1,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,600,000
Engineering/Survey/Testing:		16%	\$ 256,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 125,852

Impact Fee Project Cost Total: \$ 2,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Name: Heritage Grove Rd
Project Label: A-13
Service Area: A, ETJ/Other
Limits: 1,295' W OF W BROADE ST to 460' E OF W
Impact Fee Class: Widen Collector
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 834

Description:

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	2,407	CY	\$ 15.00	\$ 36,000
202	4" Asphalt (Type C)	958	Ton	\$ 80.00	\$ 77,000
302	13" Base	1,841	CY	\$ 45.00	\$ 83,000
402	Geogrid	5,097	SY	\$ 2.00	\$ 10,000
502	6' Concrete Sidewalk	10,009	SF	\$ 10.00	\$ 100,000
602	Machine Laid Curb & Gutter	3,336	LF	\$ 18.00	\$ 60,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	871	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 369,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 18,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 7,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 129,000
✓	Illumination		10%	\$ 37,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 7,000
✓	Sewer	Minor Adjustments	2%	\$ 7,000
✓	Turf and Erosion Control		3%	\$ 11,000
✓	Landscaping and Irrigation		2%	\$ 7,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 223,000

Paving Construction Cost and Allowance Subtotal: \$ 592,000

Construction Contingency: 15% \$ 89,000

Mobilization: 10% \$ 59,000

Prep ROW: 4% \$ 24,000

Construction Cost Total: \$ 800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 800,000
Engineering/Survey/Testing:		16%	\$ 128,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 62,554

Impact Fee Project Cost Total: \$ 1,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Name: Heritage Grove Rd
Project Label: A-14
Service Area: A,
Limits: 460' W OF W BROADE ST to W BROADE S
Impact Fee Class: Widen Collector
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 464

Description:

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	1,340	CY	\$ 15.00	\$ 20,000
202	4" Asphalt (Type C)	533	Ton	\$ 80.00	\$ 43,000
302	13" Base	1,025	CY	\$ 45.00	\$ 46,000
402	Geogrid	2,837	SY	\$ 2.00	\$ 6,000
502	6' Concrete Sidewalk	5,572	SF	\$ 10.00	\$ 56,000
602	Machine Laid Curb & Gutter	1,857	LF	\$ 18.00	\$ 33,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	485	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 206,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 10,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 4,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 72,000
✓	Illumination		10%	\$ 21,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 4,000
✓	Sewer	Minor Adjustments	2%	\$ 4,000
✓	Turf and Erosion Control		3%	\$ 6,000
✓	Landscaping and Irrigation		2%	\$ 4,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 125,000

Paving Construction Cost and Allowance Subtotal: \$ 331,000

Construction Contingency: 15% \$ 50,000

Mobilization: 10% \$ 33,000

Prep ROW: 4% \$ 13,000

Construction Cost Total: \$ 500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 500,000
Engineering/Survey/Testing:		16%	\$ 80,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 34,824

Impact Fee Project Cost Total: \$ 600,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the construction of one third of a new six-lane arterial.
Project Label:	A-15	
Service Area:	A, ETJ/Other	
Limits:	LAKELINE BLVD to 1,760' E OF LAKELINE E	
Impact Fee Class:	New 6-Lane Arterial (1/3)	
Cross-Section:	6D	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	1,803	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
107	Unclassified Street Excavation	3,967	CY	\$ 15.00	\$ 60,000
207	6" Asphalt (Type C)	1,520	Ton	\$ 80.00	\$ 122,000
307	21" Base	2,932	CY	\$ 45.00	\$ 132,000
407	Geogrid	6,210	SY	\$ 2.00	\$ 12,000
507	10' Concrete Sidewalk	36,057	SF	\$ 10.00	\$ 361,000
607	Machine Laid Curb & Gutter	3,606	LF	\$ 18.00	\$ 65,000
707	Turn Lanes and Median Openings	1,320	SY	\$ 77.00	\$ 102,000
807	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	921	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 858,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 43,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 17,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 300,000
✓	Illumination		10%	\$ 86,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 17,000
✓	Sewer	Minor Adjustments	2%	\$ 17,000
✓	Turf and Erosion Control		3%	\$ 26,000
✓	Landscaping and Irrigation		2%	\$ 17,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 523,000

Paving Construction Cost and Allowance Subtotal: \$ 1,381,000

Construction Contingency: 15% \$ 207,000

Mobilization: 10% \$ 138,000

Prep ROW: 4% \$ 55,000

Construction Cost Total: \$ 1,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,800,000
Engineering/Survey/Testing:		16%	\$ 288,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 540,852

Impact Fee Project Cost Total: \$ 2,600,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name:	San Gabriel Pkwy	This project consists of the construction of one third of a new six-lane arterial.
Project Label:	A-16	
Service Area:	A,	
Limits:	1,760' W OF LAKELINE BLVD to 1,400' W O	
Impact Fee Class:	New 6-Lane Arterial (1/3)	
Cross-Section:	6D	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	4,002	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
107	Unclassified Street Excavation	8,806	CY	\$ 15.00	\$ 132,000
207	6" Asphalt (Type C)	3,375	Ton	\$ 80.00	\$ 270,000
307	21" Base	6,509	CY	\$ 45.00	\$ 293,000
407	Geogrid	13,783	SY	\$ 2.00	\$ 28,000
507	10' Concrete Sidewalk	80,033	SF	\$ 10.00	\$ 800,000
607	Machine Laid Curb & Gutter	8,003	LF	\$ 18.00	\$ 144,000
707	Turn Lanes and Median Openings	2,931	SY	\$ 77.00	\$ 226,000
807	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,045	GAL	\$ 4.00	\$ 8,000

Paving Construction Cost Subtotal: \$ 1,901,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 95,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 38,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 665,000
✓	Illumination		10%	\$ 190,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 38,000
✓	Sewer	Minor Adjustments	2%	\$ 38,000
✓	Turf and Erosion Control		3%	\$ 57,000
✓	Landscaping and Irrigation		2%	\$ 38,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,159,000

Paving Construction Cost and Allowance Subtotal: \$ 3,060,000

Construction Contingency: 15% \$ 459,000

Mobilization: 10% \$ 306,000

Prep ROW: 4% \$ 122,000

Construction Cost Total: \$ 4,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 4,000,000
Engineering/Survey/Testing:		16%	\$ 640,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,200,497

Impact Fee Project Cost Total: \$ 5,800,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the construction of one third of a new six-lane arterial.
Project Label:	A-17	
Service Area:	A, ETJ/Other	
Limits:	1,400' W OF BAGDAD RD to 165' W OF BAC	
Impact Fee Class:	New 6-Lane Arterial (1/3)	
Cross-Section:	6D	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	1,273	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
107	Unclassified Street Excavation	2,801	CY	\$ 15.00	\$ 42,000
207	6" Asphalt (Type C)	1,073	Ton	\$ 80.00	\$ 86,000
307	21" Base	2,070	CY	\$ 45.00	\$ 93,000
407	Geogrid	4,384	SY	\$ 2.00	\$ 9,000
507	10' Concrete Sidewalk	25,458	SF	\$ 10.00	\$ 255,000
607	Machine Laid Curb & Gutter	2,546	LF	\$ 18.00	\$ 46,000
707	Turn Lanes and Median Openings	932	SY	\$ 77.00	\$ 72,000
807	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	651	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 606,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 30,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 12,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 212,000
✓	Illumination		10%	\$ 61,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 12,000
✓	Sewer	Minor Adjustments	2%	\$ 12,000
✓	Turf and Erosion Control		3%	\$ 18,000
✓	Landscaping and Irrigation		2%	\$ 12,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 369,000

Paving Construction Cost and Allowance Subtotal: \$ 975,000

Construction Contingency: 15% \$ 146,000

Mobilization: 10% \$ 98,000

Prep ROW: 4% \$ 39,000

Construction Cost Total: \$ 1,300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,300,000
Engineering/Survey/Testing:		16%	\$ 208,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 381,866

Impact Fee Project Cost Total: \$ 1,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the reconstruction of the existing pavement to a six-lane arterial.
Project Label:	A-18	
Service Area:	A,	
Limits:	BAGDAD RD to N US 183	
Impact Fee Class:	Widen 6-Lane Arterial (2/3)	
Cross-Section:	6D	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	7,717	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
107	Unclassified Street Excavation	16,983	CY	\$ 15.00	\$ 255,000
207	6" Asphalt (Type C)	6,508	Ton	\$ 80.00	\$ 521,000
307	21" Base	12,553	CY	\$ 45.00	\$ 565,000
407	Geogrid	26,582	SY	\$ 2.00	\$ 53,000
507	10' Concrete Sidewalk	154,350	SF	\$ 10.00	\$ 1,543,000
607	Machine Laid Curb & Gutter	15,435	LF	\$ 18.00	\$ 278,000
707	Turn Lanes and Median Openings	5,652	SY	\$ 77.00	\$ 435,000
807	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,944	GAL	\$ 4.00	\$ 16,000

Paving Construction Cost Subtotal: \$ 3,666,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 183,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 73,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,283,000
✓	Illumination		10%	\$ 367,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 73,000
✓	Sewer	Minor Adjustments	2%	\$ 73,000
✓	Turf and Erosion Control		3%	\$ 110,000
✓	Landscaping and Irrigation		2%	\$ 73,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,235,000

Paving Construction Cost and Allowance Subtotal: \$ 5,901,000

Construction Contingency: 15% \$ 885,000

Mobilization: 10% \$ 590,000

Prep ROW: 4% \$ 236,000

Construction Cost Total: \$ 7,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,700,000
Engineering/Survey/Testing:		16%	\$ 1,232,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 578,812

Impact Fee Project Cost Total: \$ 9,500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Hero Way	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	A-19	
Service Area:	A,	
Limits:	SAN GABRIEL PKWY to 1,100' E OF SAN G	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,107	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	4,872	CY	\$ 15.00	\$ 73,000
205	6" Asphalt (Type C)	1,867	Ton	\$ 80.00	\$ 149,000
305	17" Base	3,601	CY	\$ 45.00	\$ 162,000
405	Geogrid	7,626	SY	\$ 2.00	\$ 15,000
505	10' Concrete Sidewalk	22,141	SF	\$ 10.00	\$ 221,000
605	Machine Laid Curb & Gutter	2,214	LF	\$ 18.00	\$ 40,000
705	Turn Lanes and Median Openings	811	SY	\$ 77.00	\$ 62,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,132	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 727,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 36,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 15,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 254,000
✓	Illumination		10%	\$ 73,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 15,000
✓	Sewer	Minor Adjustments	2%	\$ 15,000
✓	Turf and Erosion Control		3%	\$ 22,000
✓	Landscaping and Irrigation		2%	\$ 15,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 445,000

Paving Construction Cost and Allowance Subtotal: \$ 1,172,000

Construction Contingency: 15% \$ 176,000

Mobilization: 10% \$ 117,000

Prep ROW: 4% \$ 47,000

Construction Cost Total: \$ 1,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,600,000
Engineering/Survey/Testing:		16%	\$ 256,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 83,027

Impact Fee Project Cost Total: \$ 1,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Hero Way
Project Label: A-20, C-13
Service Area: A, C
Limits: 1,100' E OF SAN GABRIEL PKWY to 900' W
Impact Fee Class: Widen 4-Lane Arterial
Cross-Section: 4D
Roadway Class: Arterial 4-Lane
Length (Feet): 5,712

This project consists of the reconstruction of the existing pavement to a four-lane arterial.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	25,139	CY	\$ 15.00	\$ 377,000
205	6" Asphalt (Type C)	9,634	Ton	\$ 80.00	\$ 771,000
305	17" Base	18,581	CY	\$ 45.00	\$ 836,000
405	Geogrid	39,348	SY	\$ 2.00	\$ 79,000
505	10' Concrete Sidewalk	114,237	SF	\$ 10.00	\$ 1,142,000
605	Machine Laid Curb & Gutter	11,424	LF	\$ 18.00	\$ 206,000
705	Turn Lanes and Median Openings	4,183	SY	\$ 77.00	\$ 322,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	5,839	GAL	\$ 4.00	\$ 23,000

Paving Construction Cost Subtotal: \$ 3,756,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 188,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 75,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,315,000
✓	Illumination		10%	\$ 376,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 1,080,000
✓	Water	Minor Adjustments	2%	\$ 75,000
✓	Sewer	Minor Adjustments	2%	\$ 75,000
✓	Turf and Erosion Control		3%	\$ 113,000
✓	Landscaping and Irrigation		2%	\$ 75,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 3,372,000

Paving Construction Cost and Allowance Subtotal: \$ 7,128,000

Construction Contingency: 15% \$ 1,069,000

Mobilization: 10% \$ 713,000

Prep ROW: 4% \$ 285,000

Construction Cost Total: \$ 9,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 9,200,000
Engineering/Survey/Testing:		16%	\$ 1,472,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 428,388

Impact Fee Project Cost Total: \$ 11,100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Hero Way	This project consists of the reconstruction of the existing roadway to an access-managed four-lane arterial.
Project Label:	A-21, C-14	
Service Area:	A, C	
Limits:	LAKELINE BLVD to US 183	
Impact Fee Class:	Access Management	
Cross-Section:	6D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	13,271	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	18,022	CY	\$ 15.00	\$ 270,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	26,542	LF	\$ 18.00	\$ 478,000
708	Turn Lanes and Median Openings	9,719	SY	\$ 77.00	\$ 748,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,496,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 75,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 524,000
✓	Illumination		10%	\$ 150,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 45,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 914,000

Paving Construction Cost and Allowance Subtotal: \$ 2,410,000

Construction Contingency: 15% \$ 362,000

Mobilization: 10% \$ 241,000

Prep ROW: 4% \$ 96,000

Construction Cost Total: \$ 3,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,200,000
Engineering/Survey/Testing:		16%	\$ 512,000
Previous City Contribution:	2016-CO Bond; 2015-CO Bond		\$ 19,057,707
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 22,757,707

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Live Oak Rd
Project Label: A-22
Service Area: A,
Limits: LAKELINE BLVD to WESTERN CITY LIMITS
Impact Fee Class: New Collector
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 7,209

This project consists of the construction of a new three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	20,805	CY	\$ 15.00	\$ 312,000
202	4" Asphalt (Type C)	8,283	Ton	\$ 80.00	\$ 663,000
302	13" Base	15,909	CY	\$ 45.00	\$ 716,000
402	Geogrid	44,057	SY	\$ 2.00	\$ 88,000
502	6' Concrete Sidewalk	86,511	SF	\$ 10.00	\$ 865,000
602	Machine Laid Curb & Gutter	28,837	LF	\$ 18.00	\$ 519,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	7,530	GAL	\$ 4.00	\$ 30,000

Paving Construction Cost Subtotal: \$ 3,193,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 160,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 64,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,118,000
✓	Illumination		10%	\$ 319,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 64,000
✓	Sewer	Minor Adjustments	2%	\$ 64,000
✓	Turf and Erosion Control		3%	\$ 96,000
✓	Landscaping and Irrigation		2%	\$ 64,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,949,000

Paving Construction Cost and Allowance Subtotal: \$ 5,142,000

Construction Contingency: 15% \$ 771,000

Mobilization: 10% \$ 514,000

Prep ROW: 4% \$ 206,000

Construction Cost Total: \$ 6,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 6,700,000
Engineering/Survey/Testing:		16%	\$ 1,072,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 2,162,781

Impact Fee Project Cost Total: \$ 9,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Live Oak Rd	This project consists of the construction of a new three-lane non-residential collector.
Project Label:	A-23	
Service Area:	A, ETJ/Other	
Limits:	LAKELINE BLVD to 2240' E OF LAKELINE B	
Impact Fee Class:	New Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	2,237	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	6,455	CY	\$ 15.00	\$ 97,000
202	4" Asphalt (Type C)	2,570	Ton	\$ 80.00	\$ 206,000
302	13" Base	4,936	CY	\$ 45.00	\$ 222,000
402	Geogrid	13,670	SY	\$ 2.00	\$ 27,000
502	6' Concrete Sidewalk	26,843	SF	\$ 10.00	\$ 268,000
602	Machine Laid Curb & Gutter	8,948	LF	\$ 18.00	\$ 161,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,336	GAL	\$ 4.00	\$ 9,000

Paving Construction Cost Subtotal: \$ 990,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 50,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 20,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 347,000
✓	Illumination		10%	\$ 99,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 20,000
✓	Sewer	Minor Adjustments	2%	\$ 20,000
✓	Turf and Erosion Control		3%	\$ 30,000
✓	Landscaping and Irrigation		2%	\$ 20,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 606,000

Paving Construction Cost and Allowance Subtotal: \$ 1,596,000

Construction Contingency: 15% \$ 239,000

Mobilization: 10% \$ 160,000

Prep ROW: 4% \$ 64,000

Construction Cost Total: \$ 2,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,100,000
Engineering/Survey/Testing:		16%	\$ 336,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 671,086

Impact Fee Project Cost Total: \$ 3,100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Live Oak Rd	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	A-24	
Service Area:	A,	
Limits:	BAGDAD RD to 1725' W OF BAGDAD RD	
Impact Fee Class:	Widen Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,722	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	4,969	CY	\$ 15.00	\$ 75,000
202	4" Asphalt (Type C)	1,978	Ton	\$ 80.00	\$ 158,000
302	13" Base	3,800	CY	\$ 45.00	\$ 171,000
402	Geogrid	10,523	SY	\$ 2.00	\$ 21,000
502	6' Concrete Sidewalk	20,663	SF	\$ 10.00	\$ 207,000
602	Machine Laid Curb & Gutter	6,888	LF	\$ 18.00	\$ 124,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,798	GAL	\$ 4.00	\$ 7,000

Paving Construction Cost Subtotal: \$ 763,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 38,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 15,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 267,000
✓	Illumination		10%	\$ 76,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 15,000
✓	Sewer	Minor Adjustments	2%	\$ 15,000
✓	Turf and Erosion Control		3%	\$ 23,000
✓	Landscaping and Irrigation		2%	\$ 15,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 464,000

Paving Construction Cost and Allowance Subtotal: \$ 1,227,000

Construction Contingency: 15% \$ 184,000

Mobilization: 10% \$ 123,000

Prep ROW: 4% \$ 49,000

Construction Cost Total: \$ 1,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,600,000
Engineering/Survey/Testing:		16%	\$ 256,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 129,144

Impact Fee Project Cost Total: \$ 2,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study

Capital Improvement Plan for Roadway Impact Fees

Summary of Conceptual Level Project Cost Projections

Last Modified: 12/15/2021

Street Improvements - Service Area B

Project #	Street Name	Project Limits	Ultimate Roadway Class	Impact Fee Class	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
B-1	Kaufmann Loop	From SH 29 To 875' SW OF SH 29	Arterial 4-Lane	New 4-Lane Arterial (1/2)	TMP	100%	\$ 1,800,000	\$ 1,800,000
B-2	CR 270	From N US 183 To 965' E OF N US 183	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 1,200,000	\$ 1,200,000
B-3	CR 270	From 825' S OF ORCHARD DR To PVT RD 918	Non-Residential Collector	Widen Substandard	TMP	50%	\$ 4,000,000	\$ 2,000,000
B-4	CR 270	From 300' S OF NORWOOD DR To 250' N OF SAN GABRIEL PKWY	Non-Residential Collector	Widen Substandard	TMP	50%	\$ 1,900,000	\$ 950,000
B-5	CR 270	From 250' N OF SAN GABRIEL PKWY To SAN GABRIEL PKWY	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 400,000	\$ 400,000
B-6	CR 270	From 190' S OF SAN GABRIEL PKWY To 410' S OF SAN GABRIEL PKWY	Non-Residential Collector	Widen Substandard	TMP	50%	\$ 200,000	\$ 100,000
B-7	CR 270	From 410' S OF SAN GABRIEL PKWY To 680' S OF SAN GABRIEL PKWY	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 400,000	\$ 400,000
B-8	CR 270	From 680' S OF SAN GABRIEL PKWY To 1,500' S OF SAN GABRIEL PKWY	Non-Residential Collector	Widen Substandard	TMP	50%	\$ 1,000,000	\$ 500,000
B-9	CR 270	From 2,400' N OF HERO WAY To 1,990' N OF HERO WAY	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 500,000	\$ 500,000
B-10	CR 270	From 1,990' N OF HERO WAY To 1,550' N OF HERO WAY	Non-Residential Collector	Widen Substandard	TMP	50%	\$ 500,000	\$ 250,000
B-11	CR 270	From 1,550' N OF HERO WAY To 405' N OF HERO WAY	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 1,400,000	\$ 1,400,000
B-12	CR 270	From 405' N OF HERO WAY To HERO WAY	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 500,000	\$ 500,000
B-13	San Gabriel Pkwy	From N US 183 To 183A TOLL RD	Arterial 6-Lane	Widen 6-Lane Arterial (2/3)	TMP	100%	\$ 3,000,000	\$ 3,000,000
B-14	Raider Way	From SAN GABRIEL PKWY To HERO WAY	Non-Residential Collector	New Collector	TMP	100%	\$ 5,000,000	\$ 5,000,000
A-9, B-15	US 183	From US 183A To HERO WAY	Arterial 6-Lane	Access Management	TMP	50%	\$ 3,200,000	\$ 1,600,000
B-16	San Gabriel Pkwy	From CR 270 To 1,415' E of CR 270	Arterial 4-Lane	New 4-Lane Arterial (1/2)	CIP	50%	\$ 2,700,000	\$ 1,350,000
B-17	San Gabriel Pkwy	From 1,415' E of CR 270 To 375' W of Logan Del Way	Arterial 4-Lane	New 4-Lane Arterial (1/2)	CIP	100%	\$ 3,200,000	\$ 3,200,000
B-18	San Gabriel Pkwy	From 865' W of Ronald Reagan Blvd To Ronald Reagan Blvd	Arterial 4-Lane	Widen 4-Lane Arterial	CIP	100%	\$ 1,500,000	\$ 1,500,000
B-19	Metro Dr	From Leander Dr To Mel Mathis Ave	Non-Residential Collector	New Collector	2016-GO & RF Bond	100%	\$ 4,661,885	\$ 4,661,885
B-20, D-30	Hero Way ROW	From US 183 To RM 2243	Access Controlled	New 3-Lane Frontage	CIP	50%	\$ 13,900,000	\$ 6,950,000
Total							\$ 50,961,885	\$ 37,261,885

Signal Installation and Intersection Improvements - Service Area B

Project #	Project Source	Intersection	Project Type	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	TMP - ICE	Hero Way and US 183	Other Capacity	25%	\$ 298,750	\$ 74,688
ABCDI-2	TMP	City of Leander Signal Upgrades	ITS Upgrades	25%	\$ 2,000,000	\$ 500,000
BI-1	TMP	San Gabriel Pkwy and Ronald Reagan Blvd	Signal	100%	\$ 400,000	\$ 400,000
BDI-2	TMP	Hero Way and Ronald Reagan Blvd	Signal	50%	\$ 400,000	\$ 200,000
Total					\$ 3,098,750	\$ 1,174,688

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

Project Source and Impact Fee Class Definitions:

Project Source

Transportation Master Plan - Projects identified in the 2021 Transportation Master Plan

Bond Projects - Projects identified in the previous transportation bonds with auto capacity related improvements and outstanding debt

2021 Five-Year CIP - Projects identified in the five-year CIP, but not included in the Transportation Master Plan

Intersection Newly Identified - Intersection improvements identified during the development of the RIF CIP

Roadway Newly Identified - Roadway improvements identified during the development of the RIF CIP

Impact Fee Class

New - Either a new street connection or new intersection where a signal is recommended

Existing - Existing segments with capacity related improvements

Widening - Widening of an existing street to add pavement outside the existing curbs

Access Management - Converting a two-way left-turn lane to a median

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Kaufmann Loop	This project consists of the construction of a new four-lane arterial.
Project Label:	B-1	
Service Area:	B,	
Limits:	SH 29 to 875' SW OF SH 29	
Impact Fee Class:	New 4-Lane Arterial (1/2)	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	881	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,877	CY	\$ 15.00	\$ 58,000
205	6" Asphalt (Type C)	1,486	Ton	\$ 80.00	\$ 119,000
305	17" Base	2,866	CY	\$ 45.00	\$ 129,000
405	Geogrid	6,068	SY	\$ 2.00	\$ 12,000
505	10' Concrete Sidewalk	17,618	SF	\$ 10.00	\$ 176,000
605	Machine Laid Curb & Gutter	1,762	LF	\$ 18.00	\$ 32,000
705	Turn Lanes and Median Openings	645	SY	\$ 77.00	\$ 50,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	900	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 580,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 29,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 12,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 203,000
✓	Illumination		10%	\$ 58,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 12,000
✓	Sewer	Minor Adjustments	2%	\$ 12,000
✓	Turf and Erosion Control		3%	\$ 17,000
✓	Landscaping and Irrigation		2%	\$ 12,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 355,000

Paving Construction Cost and Allowance Subtotal: \$ 935,000

Construction Contingency: 15% \$ 140,000

Mobilization: 10% \$ 94,000

Prep ROW: 4% \$ 37,000

Construction Cost Total: \$ 1,300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,300,000
Engineering/Survey/Testing:		16%	\$ 208,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 264,265

Impact Fee Project Cost Total: \$ 1,800,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-2	
Service Area:	B,	
Limits:	N US 183 to 965' E OF N US 183	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,074	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	3,098	CY	\$ 15.00	\$ 46,000
202	4" Asphalt (Type C)	1,233	Ton	\$ 80.00	\$ 99,000
302	13" Base	2,369	CY	\$ 45.00	\$ 107,000
402	Geogrid	6,561	SY	\$ 2.00	\$ 13,000
502	6' Concrete Sidewalk	12,882	SF	\$ 10.00	\$ 129,000
602	Machine Laid Curb & Gutter	4,294	LF	\$ 18.00	\$ 77,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,121	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 475,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 24,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 166,000
✓	Illumination		10%	\$ 48,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 14,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 292,000

Paving Construction Cost and Allowance Subtotal: \$ 767,000

Construction Contingency: 15% \$ 115,000

Mobilization: 10% \$ 77,000

Prep ROW: 4% \$ 31,000

Construction Cost Total: \$ 1,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,000,000
Engineering/Survey/Testing:		16%	\$ 160,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 80,515

Impact Fee Project Cost Total: \$ 1,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-3	
Service Area:	B, ETJ/Other	
Limits:	825' S OF ORCHARD DR to PVT RD 918	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	3,427	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	9,889	CY	\$ 15.00	\$ 148,000
202	4" Asphalt (Type C)	3,937	Ton	\$ 80.00	\$ 315,000
302	13" Base	7,562	CY	\$ 45.00	\$ 340,000
402	Geogrid	20,941	SY	\$ 2.00	\$ 42,000
502	6' Concrete Sidewalk	41,121	SF	\$ 10.00	\$ 411,000
602	Machine Laid Curb & Gutter	13,707	LF	\$ 18.00	\$ 247,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,579	GAL	\$ 4.00	\$ 14,000

Paving Construction Cost Subtotal: \$ 1,517,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 76,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 531,000
✓	Illumination		10%	\$ 152,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 46,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 925,000

Paving Construction Cost and Allowance Subtotal: \$ 2,442,000

Construction Contingency: 15% \$ 366,000

Mobilization: 10% \$ 244,000

Prep ROW: 4% \$ 98,000

Construction Cost Total: \$ 3,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,200,000
Engineering/Survey/Testing:		16%	\$ 512,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 257,005

Impact Fee Project Cost Total: \$ 4,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-4	
Service Area:	B, ETJ/Other	
Limits:	300' S OF NORWOOD DR to 250' N OF SAN	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,550	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	4,473	CY	\$ 15.00	\$ 67,000
202	4" Asphalt (Type C)	1,781	Ton	\$ 80.00	\$ 142,000
302	13" Base	3,421	CY	\$ 45.00	\$ 154,000
402	Geogrid	9,473	SY	\$ 2.00	\$ 19,000
502	6' Concrete Sidewalk	18,601	SF	\$ 10.00	\$ 186,000
602	Machine Laid Curb & Gutter	6,200	LF	\$ 18.00	\$ 112,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,619	GAL	\$ 4.00	\$ 6,000

Paving Construction Cost Subtotal: \$ 686,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 34,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 14,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 240,000
✓	Illumination		10%	\$ 69,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 14,000
✓	Sewer	Minor Adjustments	2%	\$ 14,000
✓	Turf and Erosion Control		3%	\$ 21,000
✓	Landscaping and Irrigation		2%	\$ 14,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 420,000

Paving Construction Cost and Allowance Subtotal: \$ 1,106,000

Construction Contingency: 15% \$ 166,000

Mobilization: 10% \$ 111,000

Prep ROW: 4% \$ 44,000

Construction Cost Total: \$ 1,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,500,000
Engineering/Survey/Testing:		16%	\$ 240,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 116,256

Impact Fee Project Cost Total: \$ 1,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-5	
Service Area:	B,	
Limits:	250' N OF SAN GABRIEL PKWY to SAN GA	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	260	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	749	CY	\$ 15.00	\$ 11,000
202	4" Asphalt (Type C)	298	Ton	\$ 80.00	\$ 24,000
302	13" Base	573	CY	\$ 45.00	\$ 26,000
402	Geogrid	1,587	SY	\$ 2.00	\$ 3,000
502	6' Concrete Sidewalk	3,117	SF	\$ 10.00	\$ 31,000
602	Machine Laid Curb & Gutter	1,039	LF	\$ 18.00	\$ 19,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	271	GAL	\$ 4.00	\$ 1,000

Paving Construction Cost Subtotal: \$ 115,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 6,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 2,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 40,000
✓	Illumination		10%	\$ 12,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 2,000
✓	Sewer	Minor Adjustments	2%	\$ 2,000
✓	Turf and Erosion Control		3%	\$ 3,000
✓	Landscaping and Irrigation		2%	\$ 2,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 69,000

Paving Construction Cost and Allowance Subtotal: \$ 184,000

Construction Contingency: 15% \$ 28,000

Mobilization: 10% \$ 18,000

Prep ROW: 4% \$ 7,000

Construction Cost Total: \$ 300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 300,000
Engineering/Survey/Testing:		16%	\$ 48,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 19,479

Impact Fee Project Cost Total: \$ 400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-6	
Service Area:	B, ETJ/Other	
Limits:	190' S OF SAN GABRIEL PKWY to 410' S O	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	208	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	600	CY	\$ 15.00	\$ 9,000
202	4" Asphalt (Type C)	239	Ton	\$ 80.00	\$ 19,000
302	13" Base	459	CY	\$ 45.00	\$ 21,000
402	Geogrid	1,271	SY	\$ 2.00	\$ 3,000
502	6' Concrete Sidewalk	2,496	SF	\$ 10.00	\$ 25,000
602	Machine Laid Curb & Gutter	832	LF	\$ 18.00	\$ 15,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	217	GAL	\$ 4.00	\$ 1,000

Paving Construction Cost Subtotal: \$ 93,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 5,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 2,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 33,000
✓	Illumination		10%	\$ 9,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 2,000
✓	Sewer	Minor Adjustments	2%	\$ 2,000
✓	Turf and Erosion Control		3%	\$ 3,000
✓	Landscaping and Irrigation		2%	\$ 2,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 58,000

Paving Construction Cost and Allowance Subtotal: \$ 151,000

Construction Contingency: 15% \$ 23,000

Mobilization: 10% \$ 15,000

Prep ROW: 4% \$ 6,000

Construction Cost Total: \$ 200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 200,000
Engineering/Survey/Testing:		16%	\$ 32,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 15,602

Impact Fee Project Cost Total: \$ 200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: CR 270
Project Label: B-7
Service Area: B,
Limits: 410' S OF SAN GABRIEL PKWY to 680' S O
Impact Fee Class: Widen Substandard
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 252

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	727	CY	\$ 15.00	\$ 11,000
202	4" Asphalt (Type C)	289	Ton	\$ 80.00	\$ 23,000
302	13" Base	556	CY	\$ 45.00	\$ 25,000
402	Geogrid	1,539	SY	\$ 2.00	\$ 3,000
502	6' Concrete Sidewalk	3,021	SF	\$ 10.00	\$ 30,000
602	Machine Laid Curb & Gutter	1,007	LF	\$ 18.00	\$ 18,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	263	GAL	\$ 4.00	\$ 1,000

Paving Construction Cost Subtotal: \$ 111,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 6,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 2,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 39,000
✓	Illumination		10%	\$ 11,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 2,000
✓	Sewer	Minor Adjustments	2%	\$ 2,000
✓	Turf and Erosion Control		3%	\$ 3,000
✓	Landscaping and Irrigation		2%	\$ 2,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 67,000

Paving Construction Cost and Allowance Subtotal: \$ 178,000

Construction Contingency: 15% \$ 27,000

Mobilization: 10% \$ 18,000

Prep ROW: 4% \$ 7,000

Construction Cost Total: \$ 300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 300,000
Engineering/Survey/Testing:		16%	\$ 48,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 18,883

Impact Fee Project Cost Total: \$ 400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: CR 270
Project Label: B-8
Service Area: B, ETJ/Other
Limits: 680' S OF SAN GABRIEL PKWY to 1,500' S
Impact Fee Class: Widen Substandard
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 809

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	2,334	CY	\$ 15.00	\$ 35,000
202	4" Asphalt (Type C)	929	Ton	\$ 80.00	\$ 74,000
302	13" Base	1,785	CY	\$ 45.00	\$ 80,000
402	Geogrid	4,944	SY	\$ 2.00	\$ 10,000
502	6' Concrete Sidewalk	9,707	SF	\$ 10.00	\$ 97,000
602	Machine Laid Curb & Gutter	3,236	LF	\$ 18.00	\$ 58,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	845	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 357,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 18,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 7,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 125,000
✓	Illumination		10%	\$ 36,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 7,000
✓	Sewer	Minor Adjustments	2%	\$ 7,000
✓	Turf and Erosion Control		3%	\$ 11,000
✓	Landscaping and Irrigation		2%	\$ 7,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 218,000

Paving Construction Cost and Allowance Subtotal: \$ 575,000

Construction Contingency: 15% \$ 86,000

Mobilization: 10% \$ 58,000

Prep ROW: 4% \$ 23,000

Construction Cost Total: \$ 800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 800,000
Engineering/Survey/Testing:		16%	\$ 128,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 60,671

Impact Fee Project Cost Total: \$ 1,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: CR 270
Project Label: B-9
Service Area: B,
Limits: 2,400' N OF HERO WAY to 1,990' N OF HEF
Impact Fee Class: Widen Substandard
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 422

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	1,217	CY	\$ 15.00	\$ 18,000
202	4" Asphalt (Type C)	485	Ton	\$ 80.00	\$ 39,000
302	13" Base	931	CY	\$ 45.00	\$ 42,000
402	Geogrid	2,578	SY	\$ 2.00	\$ 5,000
502	6' Concrete Sidewalk	5,062	SF	\$ 10.00	\$ 51,000
602	Machine Laid Curb & Gutter	1,687	LF	\$ 18.00	\$ 30,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	441	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 187,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 9,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 4,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 65,000
✓	Illumination		10%	\$ 19,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 4,000
✓	Sewer	Minor Adjustments	2%	\$ 4,000
✓	Turf and Erosion Control		3%	\$ 6,000
✓	Landscaping and Irrigation		2%	\$ 4,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 115,000

Paving Construction Cost and Allowance Subtotal: \$ 302,000

Construction Contingency: 15% \$ 45,000

Mobilization: 10% \$ 30,000

Prep ROW: 4% \$ 12,000

Construction Cost Total: \$ 400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 400,000
Engineering/Survey/Testing:		16%	\$ 64,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 31,634

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Name: CR 270
Project Label: B-10
Service Area: B, ETJ/Other
Limits: 1,990 N' OF HERO WAY to 1,550' N OF HEF
Impact Fee Class: Widen Substandard
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 423

Description:

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	1,220	CY	\$ 15.00	\$ 18,000
202	4" Asphalt (Type C)	486	Ton	\$ 80.00	\$ 39,000
302	13" Base	933	CY	\$ 45.00	\$ 42,000
402	Geogrid	2,583	SY	\$ 2.00	\$ 5,000
502	6' Concrete Sidewalk	5,073	SF	\$ 10.00	\$ 51,000
602	Machine Laid Curb & Gutter	1,691	LF	\$ 18.00	\$ 30,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	442	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 187,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 9,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 4,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 65,000
✓	Illumination		10%	\$ 19,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 4,000
✓	Sewer	Minor Adjustments	2%	\$ 4,000
✓	Turf and Erosion Control		3%	\$ 6,000
✓	Landscaping and Irrigation		2%	\$ 4,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 115,000

Paving Construction Cost and Allowance Subtotal: \$ 302,000

Construction Contingency: 15% \$ 45,000

Mobilization: 10% \$ 30,000

Prep ROW: 4% \$ 12,000

Construction Cost Total: \$ 400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 400,000
Engineering/Survey/Testing:		16%	\$ 64,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 31,706

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-11	
Service Area:	B,	
Limits:	1,550' N OF HERO WAY to 405' N OF HERC	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,149	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	3,315	CY	\$ 15.00	\$ 50,000
202	4" Asphalt (Type C)	1,320	Ton	\$ 80.00	\$ 106,000
302	13" Base	2,535	CY	\$ 45.00	\$ 114,000
402	Geogrid	7,021	SY	\$ 2.00	\$ 14,000
502	6' Concrete Sidewalk	13,786	SF	\$ 10.00	\$ 138,000
602	Machine Laid Curb & Gutter	4,595	LF	\$ 18.00	\$ 83,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,200	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 510,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 26,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 179,000
✓	Illumination		10%	\$ 51,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 15,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 311,000

Paving Construction Cost and Allowance Subtotal: \$ 821,000

Construction Contingency: 15% \$ 123,000

Mobilization: 10% \$ 82,000

Prep ROW: 4% \$ 33,000

Construction Cost Total: \$ 1,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,100,000
Engineering/Survey/Testing:		16%	\$ 176,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 86,161

Impact Fee Project Cost Total: \$ 1,400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 270	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	B-12	
Service Area:	B,	
Limits:	405' N OF HERO WAY to HERO WAY	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	404	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	1,166	CY	\$ 15.00	\$ 17,000
202	4" Asphalt (Type C)	464	Ton	\$ 80.00	\$ 37,000
302	13" Base	892	CY	\$ 45.00	\$ 40,000
402	Geogrid	2,470	SY	\$ 2.00	\$ 5,000
502	6' Concrete Sidewalk	4,849	SF	\$ 10.00	\$ 48,000
602	Machine Laid Curb & Gutter	1,616	LF	\$ 18.00	\$ 29,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	422	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 178,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 9,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 4,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 62,000
✓	Illumination		10%	\$ 18,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 4,000
✓	Sewer	Minor Adjustments	2%	\$ 4,000
✓	Turf and Erosion Control		3%	\$ 5,000
✓	Landscaping and Irrigation		2%	\$ 4,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 110,000

Paving Construction Cost and Allowance Subtotal: \$ 288,000

Construction Contingency: 15% \$ 43,000

Mobilization: 10% \$ 29,000

Prep ROW: 4% \$ 12,000

Construction Cost Total: \$ 400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 400,000
Engineering/Survey/Testing:		16%	\$ 64,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 30,308

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the reconstruction of the existing pavement to two thirds of a six-lane arterial.
Project Label:	B-13	
Service Area:	B,	
Limits:	N US 183 to 183A TOLL RD	
Impact Fee Class:	Widen 6-Lane Arterial (2/3)	
Cross-Section:	6D	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	2,384	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
107	Unclassified Street Excavation	5,247	CY	\$ 15.00	\$ 79,000
207	6" Asphalt (Type C)	2,011	Ton	\$ 80.00	\$ 161,000
307	21" Base	3,878	CY	\$ 45.00	\$ 175,000
407	Geogrid	8,213	SY	\$ 2.00	\$ 16,000
507	10' Concrete Sidewalk	47,690	SF	\$ 10.00	\$ 477,000
607	Machine Laid Curb & Gutter	4,769	LF	\$ 18.00	\$ 86,000
707	Turn Lanes and Median Openings	1,746	SY	\$ 77.00	\$ 134,000
807	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,219	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 1,133,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 57,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 23,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 397,000
✓	Illumination		10%	\$ 113,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 23,000
✓	Sewer	Minor Adjustments	2%	\$ 23,000
✓	Turf and Erosion Control		3%	\$ 34,000
✓	Landscaping and Irrigation		2%	\$ 23,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 693,000

Paving Construction Cost and Allowance Subtotal: \$ 1,826,000

Construction Contingency: 15% \$ 274,000

Mobilization: 10% \$ 183,000

Prep ROW: 4% \$ 73,000

Construction Cost Total: \$ 2,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,400,000
Engineering/Survey/Testing:		16%	\$ 384,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 178,837

Impact Fee Project Cost Total: \$ 3,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Raider Way	This project consists of the construction of a new three-lane non-residential collector.
Project Label:	B-14	
Service Area:	B,	
Limits:	SAN GABRIEL PKWY to HERO WAY	
Impact Fee Class:	New Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	3,596	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	10,378	CY	\$ 15.00	\$ 156,000
202	4" Asphalt (Type C)	4,131	Ton	\$ 80.00	\$ 331,000
302	13" Base	7,936	CY	\$ 45.00	\$ 357,000
402	Geogrid	21,976	SY	\$ 2.00	\$ 44,000
502	6' Concrete Sidewalk	43,153	SF	\$ 10.00	\$ 432,000
602	Machine Laid Curb & Gutter	14,384	LF	\$ 18.00	\$ 259,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,756	GAL	\$ 4.00	\$ 15,000

Paving Construction Cost Subtotal: \$ 1,594,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 80,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 32,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 558,000
✓	Illumination		10%	\$ 159,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 32,000
✓	Sewer	Minor Adjustments	2%	\$ 32,000
✓	Turf and Erosion Control		3%	\$ 48,000
✓	Landscaping and Irrigation		2%	\$ 32,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 973,000

Paving Construction Cost and Allowance Subtotal: \$ 2,567,000

Construction Contingency: 15% \$ 385,000

Mobilization: 10% \$ 257,000

Prep ROW: 4% \$ 103,000

Construction Cost Total: \$ 3,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,400,000
Engineering/Survey/Testing:		16%	\$ 544,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,078,821

Impact Fee Project Cost Total: \$ 5,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	US 183	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	A-9, B-15	
Service Area:	A, B	
Limits:	US 183A to HERO WAY	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	8,969	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	12,181	CY	\$ 15.00	\$ 183,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	17,939	LF	\$ 18.00	\$ 323,000
708	Turn Lanes and Median Openings	6,568	SY	\$ 77.00	\$ 506,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,012,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 51,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 20,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 354,000
✓	Illumination		10%	\$ 101,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 20,000
✓	Sewer	Minor Adjustments	2%	\$ 20,000
✓	Turf and Erosion Control		3%	\$ 30,000
✓	Landscaping and Irrigation		2%	\$ 20,000
✓	Miscellaneous	Railroad Crossing		\$ 500,000

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,116,000

Paving Construction Cost and Allowance Subtotal: \$ 2,128,000

Construction Contingency: 15% \$ 319,000

Mobilization: 10% \$ 213,000

Prep ROW: 4% \$ 85,000

Construction Cost Total: \$ 2,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,800,000
Engineering/Survey/Testing:		16%	\$ 448,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 3,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: San Gabriel Pkwy
Project Label: B-16
Service Area: B, ETJ/Other
Limits: CR 270 to 1,415' E of CR 270
Impact Fee Class: New 4-Lane Arterial (1/2)
Cross-Section: 4U
Roadway Class: Arterial 4-Lane
Length (Feet): 1,414

This project consists of the construction of a new four-lane arterial.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	6,223	CY	\$ 15.00	\$ 93,000
205	6" Asphalt (Type C)	2,385	Ton	\$ 80.00	\$ 191,000
305	17" Base	4,599	CY	\$ 45.00	\$ 207,000
405	Geogrid	9,740	SY	\$ 2.00	\$ 19,000
505	10' Concrete Sidewalk	28,277	SF	\$ 10.00	\$ 283,000
605	Machine Laid Curb & Gutter	2,828	LF	\$ 18.00	\$ 51,000
705	Turn Lanes and Median Openings	1,035	SY	\$ 77.00	\$ 80,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,445	GAL	\$ 4.00	\$ 6,000

Paving Construction Cost Subtotal: \$ 930,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 47,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 19,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 326,000
✓	Illumination		10%	\$ 93,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 19,000
✓	Sewer	Minor Adjustments	2%	\$ 19,000
✓	Turf and Erosion Control		3%	\$ 28,000
✓	Landscaping and Irrigation		2%	\$ 19,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 570,000

Paving Construction Cost and Allowance Subtotal: \$ 1,500,000

Construction Contingency: 15% \$ 225,000

Mobilization: 10% \$ 150,000

Prep ROW: 4% \$ 60,000

Construction Cost Total: \$ 2,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,000,000
Engineering/Survey/Testing:		16%	\$ 320,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 424,152

Impact Fee Project Cost Total: \$ 2,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the construction of a new four-lane arterial.
Project Label:	B-17	
Service Area:	B,	
Limits:	1,415' E of CR 270 to 375' W of Logan Del W	
Impact Fee Class:	New 4-Lane Arterial (1/2)	
Cross-Section:	4U	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,654	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	7,280	CY	\$ 15.00	\$ 109,000
205	6" Asphalt (Type C)	2,790	Ton	\$ 80.00	\$ 223,000
305	17" Base	5,381	CY	\$ 45.00	\$ 242,000
405	Geogrid	11,395	SY	\$ 2.00	\$ 23,000
505	10' Concrete Sidewalk	33,082	SF	\$ 10.00	\$ 331,000
605	Machine Laid Curb & Gutter	3,308	LF	\$ 18.00	\$ 60,000
705	Turn Lanes and Median Openings	1,211	SY	\$ 77.00	\$ 93,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,691	GAL	\$ 4.00	\$ 7,000

Paving Construction Cost Subtotal: \$ 1,088,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 54,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 22,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 381,000
✓	Illumination		10%	\$ 109,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 22,000
✓	Sewer	Minor Adjustments	2%	\$ 22,000
✓	Turf and Erosion Control		3%	\$ 33,000
✓	Landscaping and Irrigation		2%	\$ 22,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 665,000

Paving Construction Cost and Allowance Subtotal: \$ 1,753,000

Construction Contingency: 15% \$ 263,000

Mobilization: 10% \$ 175,000

Prep ROW: 4% \$ 70,000

Construction Cost Total: \$ 2,300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,300,000
Engineering/Survey/Testing:		16%	\$ 368,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 496,234

Impact Fee Project Cost Total: \$ 3,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	San Gabriel Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	B-18	
Service Area:	B,	
Limits:	865' W of Ronald Reagan Blvd to Ronald Re	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4U	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	875	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,849	CY	\$ 15.00	\$ 58,000
205	6" Asphalt (Type C)	1,475	Ton	\$ 80.00	\$ 118,000
305	17" Base	2,845	CY	\$ 45.00	\$ 128,000
405	Geogrid	6,025	SY	\$ 2.00	\$ 12,000
505	10' Concrete Sidewalk	17,492	SF	\$ 10.00	\$ 175,000
605	Machine Laid Curb & Gutter	1,749	LF	\$ 18.00	\$ 31,000
705	Turn Lanes and Median Openings	640	SY	\$ 77.00	\$ 49,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	894	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 575,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 29,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 12,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 201,000
✓	Illumination		10%	\$ 58,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 12,000
✓	Sewer	Minor Adjustments	2%	\$ 12,000
✓	Turf and Erosion Control		3%	\$ 17,000
✓	Landscaping and Irrigation		2%	\$ 12,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 353,000

Paving Construction Cost and Allowance Subtotal: \$ 928,000

Construction Contingency: 15% \$ 139,000

Mobilization: 10% \$ 93,000

Prep ROW: 4% \$ 37,000

Construction Cost Total: \$ 1,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,200,000
Engineering/Survey/Testing:		16%	\$ 192,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 65,595

Impact Fee Project Cost Total: \$ 1,500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Metro Dr
Project Label: B-19
Service Area: B,
Limits: Leander Dr to Mel Mathis Ave
Impact Fee Class: New Collector
Cross-Section: 2U
Roadway Class: Non-Residential Collector
Length (Feet): 974

This project consists of the construction of a new three-lane non-residential collector.

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			
Engineering/Survey/Testing:			
Previous City Contribution:	2016-GO & RF Bond		\$ 4,661,885
Other:			\$ -
ROW/Easement Acquisition:			

Impact Fee Project Cost Total: \$ 4,661,885

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Hero Way ROW
Project Label: B-20, D-30
Service Area: B, D
Limits: US 183 to RM 2243
Impact Fee Class: New 3-Lane Frontage
Cross-Section: 3U
Roadway Class: Access Controlled
Length (Feet): 12,372

This project includes the City of Leander's anticipated contribution towards ROW purchases for the Hero Way project led by Williamson County and TxDOT.

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			
Engineering/Survey/Testing:			
Previous City Contribution:			
Other:			
ROW/Easement Acquisition:			\$ 13,900,000

Impact Fee Project Cost Total: \$ 13,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study

Capital Improvement Plan for Roadway Impact Fees

Summary of Conceptual Level Project Cost Projections

Last Modified: 12/15/2021

Street Improvements - Service Area C

Project #	Street Name	Project Limits	Ultimate Roadway Class	Impact Fee Class	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
C-1	Nameless Rd	From TRAVISIO PKWY To 2,475' NW OF RM 1431	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 9,400,000	\$ 4,700,000
C-2	Lakeline Blvd	From HERO WAY To 2,815' SE OF HERO WAY	Arterial 4-Lane	Widen 4-Lane Arterial (1/2)	TMP	100%	\$ 5,000,000	\$ 5,000,000
C-3	Lakeline Blvd	From 2,815' SE OF HERO WAY To 1,765' SE OF VISTA RIDGE	Arterial 4-Lane	Widen 4-Lane Arterial (1/2)	TMP	50%	\$ 5,700,000	\$ 2,850,000
C-4	Lakeline Blvd	From 1,765' SE OF VISTA RIDGE To 550' NW OF STINNETT DR	Arterial 4-Lane	Widen 4-Lane Arterial (1/2)	TMP	100%	\$ 1,300,000	\$ 1,300,000
C-5	Bagdad Rd	From HERO WAY To 2,595' S OF HERO WAY	Arterial 6-Lane	Access Management	TMP	100%	\$ 800,000	\$ 800,000
C-6	Bagdad Rd	From 2,595' S OF HERO WAY To 475' N OF VISTA RIDGE DR	Arterial 6-Lane	Access Management	TMP	50%	\$ 100,000	\$ 50,000
C-7	Bagdad Rd	From 475' N OF VISTA RIDGE DR To 2,065' S OF OSAGE DR	Arterial 6-Lane	Access Management	TMP	100%	\$ 3,900,000	\$ 3,900,000
C-8	S West Dr	From W SOUTH ST To 870' N OF SONNY DR	Non-Residential Collector	Widen Collector	TMP	100%	\$ 3,200,000	\$ 3,200,000
C-9, D-25	US 183	From HERO WAY To 195' S OF OSAGE DR	Arterial 6-Lane	Access Management	TMP	50%	\$ 4,700,000	\$ 2,350,000
C-10	W South St	From WEST DR To US 183	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 1,200,000	\$ 1,200,000
C-11	Crystal Falls Pkwy	From CANTINA SKY To FIRST VIEW	Residential Collector	Access Management	TMP	100%	\$ 500,000	\$ 500,000
C-12	Osage Dr	From 315' E OF PAINTED SKY BEND To BAGDAD RD	Residential Collector	Access Management	TMP	100%	\$ 500,000	\$ 500,000
A-20, C-13	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	Arterial 4-Lane	Widen 4-Lane Arterial	Roadway Newly Identified	50%	\$ 9,600,000	\$ 4,800,000
A-21, C-14	Hero Way	From LAKELINE BLVD To US 183	Arterial 4-Lane	Access Management	Roadway Newly Identified; 2016-CO Bond; 2015-CO Bond	50%	\$ 22,757,707	\$ 11,378,854
C-15	Municipal Dr	From Nothern Hills To S West Dr	Non-Residential Collector	Widen Collector	2015-CO Bond	100%	\$ 2,494,024	\$ 2,494,024
Total							\$ 71,151,731	\$ 45,022,878

Signal Installation and Intersection Improvements - Service Area C

Project #	Project Source	Intersection	Project Type	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	TMP - ICE	Hero Way and US 183	Other Capacity	25%	\$ 298,750	\$ 74,688
ABCDI-2	TMP	City of Leander Signal Upgrades	ITS Upgrades	25%	\$ 2,000,000	\$ 500,000
CDI-2	TMP - ICE	Crystal Falls Pkwy and US 183	Other Capacity	50%	\$ 355,000	\$ 177,500
CDI-3	TMP - ICE	W South St and US 183	Other Capacity	50%	\$ 194,000	\$ 97,000
CI-1	TMP - ICE	Crystal Falls Pkwy and Lakeline Blvd	Other Capacity	100%	\$ 472,250	\$ 472,250
CI-4	2018-GO Bond	W South St and West Dr	Roundabout	100%	\$ 1,200,000	\$ 1,200,000
CI-5	TMP	E Crystal Falls Pkwy and S West St	Signal	100%	\$ 400,000	\$ 400,000
CI-6	TMP	Sonny Dr and Lakeline Blvd	Signal	100%	\$ 400,000	\$ 400,000
CI-7	TMP	Sonny Dr and Bagdad Rd	Signal	100%	\$ 400,000	\$ 400,000
CI-8	TMP	RM 1431 and Travisio Pkwy	Other Capacity	20%	\$ 400,000	\$ 80,000
Total					\$ 6,120,000	\$ 3,801,438

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

Project Source and Impact Fee Class Definitions:

Project Source

Transportation Master Plan - Projects identified in the 2021 Transportation Master Plan

Bond Projects - Projects identified in the previous transportation bonds with auto capacity related improvements and outstanding debt

2021 Five-Year CIP - Projects identified in the five-year CIP, but not included in the Transportation Master Plan

Intersection Newly Identified - Intersection improvements identified during the development of the RIF CIP

Roadway Newly Identified - Roadway improvements identified during the development of the RIF CIP

Impact Fee Class

New - Either a new street connection or new intersection where a signal is recommended

Existing - Existing segments with capacity related improvements

Widening - Widening of an existing street to add pavement outside the existing curbs

Access Management - Converting a two-way left-turn lane to a median

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Kimley»Horn

Updated: 12/15/2021

Project Information:		Description:
Name:	Nameless Rd	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	C-1	
Service Area:	C, ETJ/Other	
Limits:	TRAVISSE PKWY to 2,475' NW OF RM 143	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	5,587	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	24,589	CY	\$ 15.00	\$ 369,000
205	6" Asphalt (Type C)	9,423	Ton	\$ 80.00	\$ 754,000
305	17" Base	18,174	CY	\$ 45.00	\$ 818,000
405	Geogrid	38,487	SY	\$ 2.00	\$ 77,000
505	10' Concrete Sidewalk	111,735	SF	\$ 10.00	\$ 1,117,000
605	Machine Laid Curb & Gutter	11,174	LF	\$ 18.00	\$ 201,000
705	Turn Lanes and Median Openings	4,091	SY	\$ 77.00	\$ 315,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	5,711	GAL	\$ 4.00	\$ 23,000

Paving Construction Cost Subtotal: \$ 3,674,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 184,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 73,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,286,000
✓	Illumination		10%	\$ 367,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 73,000
✓	Sewer	Minor Adjustments	2%	\$ 73,000
✓	Turf and Erosion Control		3%	\$ 110,000
✓	Landscaping and Irrigation		2%	\$ 73,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,239,000

Paving Construction Cost and Allowance Subtotal: \$ 5,913,000

Construction Contingency: 15% \$ 887,000

Mobilization: 10% \$ 591,000

Prep ROW: 4% \$ 237,000

Construction Cost Total: \$ 7,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,700,000
Engineering/Survey/Testing:		16%	\$ 1,232,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 419,008

Impact Fee Project Cost Total: \$ 9,400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	C-2	
Service Area:	C,	
Limits:	HERO WAY to 2,815' SE OF HERO WAY	
Impact Fee Class:	Widen 4-Lane Arterial (1/2)	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	2,930	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	12,894	CY	\$ 15.00	\$ 193,000
205	6" Asphalt (Type C)	4,941	Ton	\$ 80.00	\$ 395,000
305	17" Base	9,530	CY	\$ 45.00	\$ 429,000
405	Geogrid	20,182	SY	\$ 2.00	\$ 40,000
505	10' Concrete Sidewalk	58,592	SF	\$ 10.00	\$ 586,000
605	Machine Laid Curb & Gutter	5,859	LF	\$ 18.00	\$ 105,000
705	Turn Lanes and Median Openings	2,145	SY	\$ 77.00	\$ 165,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,995	GAL	\$ 4.00	\$ 12,000

Paving Construction Cost Subtotal: \$ 1,925,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 96,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 39,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 674,000
✓	Illumination		10%	\$ 193,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 39,000
✓	Sewer	Minor Adjustments	2%	\$ 39,000
✓	Turf and Erosion Control		3%	\$ 58,000
✓	Landscaping and Irrigation		2%	\$ 39,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,177,000

Paving Construction Cost and Allowance Subtotal: \$ 3,102,000

Construction Contingency: 15% \$ 465,000

Mobilization: 10% \$ 310,000

Prep ROW: 4% \$ 124,000

Construction Cost Total: \$ 4,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 4,100,000
Engineering/Survey/Testing:		16%	\$ 656,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 219,720

Impact Fee Project Cost Total: \$ 5,000,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name:	Lakeline Blvd	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	C-3	
Service Area:	C, ETJ/Other	
Limits:	2,815' SE OF HERO WAY to 1,765' SE OF V	
Impact Fee Class:	Widen 4-Lane Arterial (1/2)	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	3,388	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	14,912	CY	\$ 15.00	\$ 224,000
205	6" Asphalt (Type C)	5,715	Ton	\$ 80.00	\$ 457,000
305	17" Base	11,022	CY	\$ 45.00	\$ 496,000
405	Geogrid	23,340	SY	\$ 2.00	\$ 47,000
505	10' Concrete Sidewalk	67,762	SF	\$ 10.00	\$ 678,000
605	Machine Laid Curb & Gutter	6,776	LF	\$ 18.00	\$ 122,000
705	Turn Lanes and Median Openings	2,481	SY	\$ 77.00	\$ 191,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,463	GAL	\$ 4.00	\$ 14,000

Paving Construction Cost Subtotal: \$ 2,229,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 111,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 45,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 780,000
✓	Illumination		10%	\$ 223,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 45,000
✓	Sewer	Minor Adjustments	2%	\$ 45,000
✓	Turf and Erosion Control		3%	\$ 67,000
✓	Landscaping and Irrigation		2%	\$ 45,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,361,000

Paving Construction Cost and Allowance Subtotal: \$ 3,590,000

Construction Contingency: 15% \$ 539,000

Mobilization: 10% \$ 359,000

Prep ROW: 4% \$ 144,000

Construction Cost Total: \$ 4,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 4,700,000
Engineering/Survey/Testing:		16%	\$ 752,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 254,108

Impact Fee Project Cost Total: \$ 5,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Lakeline Blvd	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	C-4	
Service Area:	C,	
Limits:	1,765' SE OF VISTA RIDGE to 550' NW OF :	
Impact Fee Class:	Widen 4-Lane Arterial (1/2)	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	786	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,460	CY	\$ 15.00	\$ 52,000
205	6" Asphalt (Type C)	1,326	Ton	\$ 80.00	\$ 106,000
305	17" Base	2,558	CY	\$ 45.00	\$ 115,000
405	Geogrid	5,416	SY	\$ 2.00	\$ 11,000
505	10' Concrete Sidewalk	15,724	SF	\$ 10.00	\$ 157,000
605	Machine Laid Curb & Gutter	1,572	LF	\$ 18.00	\$ 28,000
705	Turn Lanes and Median Openings	576	SY	\$ 77.00	\$ 44,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	804	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 516,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 26,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 181,000
✓	Illumination		10%	\$ 52,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 15,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 314,000

Paving Construction Cost and Allowance Subtotal: \$ 830,000

Construction Contingency: 15% \$ 125,000

Mobilization: 10% \$ 83,000

Prep ROW: 4% \$ 33,000

Construction Cost Total: \$ 1,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,100,000
Engineering/Survey/Testing:		16%	\$ 176,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 58,967

Impact Fee Project Cost Total: \$ 1,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	C-5	
Service Area:	C,	
Limits:	HERO WAY to 2,595' S OF HERO WAY	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	2,561	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	3,478	CY	\$ 15.00	\$ 52,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	5,123	LF	\$ 18.00	\$ 92,000
708	Turn Lanes and Median Openings	1,876	SY	\$ 77.00	\$ 144,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 288,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 14,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 6,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 101,000
✓	Illumination		10%	\$ 29,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 6,000
✓	Sewer	Minor Adjustments	2%	\$ 6,000
✓	Turf and Erosion Control		3%	\$ 9,000
✓	Landscaping and Irrigation		2%	\$ 6,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 177,000

Paving Construction Cost and Allowance Subtotal: \$ 465,000

Construction Contingency: 15% \$ 70,000

Mobilization: 10% \$ 47,000

Prep ROW: 4% \$ 19,000

Construction Cost Total: \$ 700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 700,000
Engineering/Survey/Testing:		16%	\$ 112,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 800,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	C-6	
Service Area:	C, ETJ/Other	
Limits:	2,595' S OF HERO WAY to 475' N OF VISTA	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	95	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	129	CY	\$ 15.00	\$ 2,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	189	LF	\$ 18.00	\$ 3,000
708	Turn Lanes and Median Openings	69	SY	\$ 77.00	\$ 5,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 10,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 1,000
	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ -
✓	Roadway Drainage	Standard Internal System	35%	\$ 4,000
✓	Illumination		10%	\$ 1,000
	Special Drainage Structures	None Anticipated	0%	\$ -
	Water	Minor Adjustments	2%	\$ -
	Sewer	Minor Adjustments	2%	\$ -
	Turf and Erosion Control		3%	\$ -
	Landscaping and Irrigation		2%	\$ -
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 6,000

Paving Construction Cost and Allowance Subtotal: \$ 16,000

Construction Contingency: 15% \$ 2,000

Mobilization: 10% \$ 2,000

Prep ROW: 4% \$ 1,000

Construction Cost Total: \$ 100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 100,000
Engineering/Survey/Testing:		16%	\$ 16,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Bagdad Rd	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	C-7	
Service Area:	C,	
Limits:	475' N OF VISTA RIDGE DR to 2,065' S OF (	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	14,107	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	19,157	CY	\$ 15.00	\$ 287,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	28,214	LF	\$ 18.00	\$ 508,000
708	Turn Lanes and Median Openings	10,331	SY	\$ 77.00	\$ 795,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,590,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 80,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 32,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 557,000
✓	Illumination		10%	\$ 159,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 32,000
✓	Sewer	Minor Adjustments	2%	\$ 32,000
✓	Turf and Erosion Control		3%	\$ 48,000
✓	Landscaping and Irrigation		2%	\$ 32,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 972,000

Paving Construction Cost and Allowance Subtotal: \$ 2,562,000

Construction Contingency: 15% \$ 384,000

Mobilization: 10% \$ 256,000

Prep ROW: 4% \$ 102,000

Construction Cost Total: \$ 3,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,400,000
Engineering/Survey/Testing:		16%	\$ 544,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 3,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Name: S West Dr
Project Label: C-8
Service Area: C,
Limits: W SOUTH ST to 870' N OF SONNY DR
Impact Fee Class: Widen Collector
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 2,822

Description:

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	8,145	CY	\$ 15.00	\$ 122,000
202	4" Asphalt (Type C)	3,243	Ton	\$ 80.00	\$ 259,000
302	13" Base	6,228	CY	\$ 45.00	\$ 280,000
402	Geogrid	17,248	SY	\$ 2.00	\$ 34,000
502	6' Concrete Sidewalk	33,869	SF	\$ 10.00	\$ 339,000
602	Machine Laid Curb & Gutter	11,290	LF	\$ 18.00	\$ 203,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,948	GAL	\$ 4.00	\$ 12,000

Paving Construction Cost Subtotal: \$ 1,249,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 62,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 25,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 437,000
✓	Illumination		10%	\$ 125,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 25,000
✓	Sewer	Minor Adjustments	2%	\$ 25,000
✓	Turf and Erosion Control		3%	\$ 37,000
✓	Landscaping and Irrigation		2%	\$ 25,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 761,000

Paving Construction Cost and Allowance Subtotal: \$ 2,010,000

Construction Contingency: 15% \$ 302,000

Mobilization: 10% \$ 201,000

Prep ROW: 4% \$ 80,000

Construction Cost Total: \$ 2,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,600,000
Engineering/Survey/Testing:		16%	\$ 416,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 211,680

Impact Fee Project Cost Total: \$ 3,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	US 183	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	C-9, D-25	
Service Area:	C, D	
Limits:	HERO WAY to 195' S OF OSAGE DR	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	14,989	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	20,355	CY	\$ 15.00	\$ 305,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	29,978	LF	\$ 18.00	\$ 540,000
708	Turn Lanes and Median Openings	10,977	SY	\$ 77.00	\$ 845,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,690,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 85,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 34,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 592,000
✓	Illumination		10%	\$ 169,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 34,000
✓	Sewer	Minor Adjustments	2%	\$ 34,000
✓	Turf and Erosion Control		3%	\$ 51,000
✓	Landscaping and Irrigation		2%	\$ 34,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,033,000

Paving Construction Cost and Allowance Subtotal: \$ 2,723,000

Construction Contingency: 15% \$ 408,000

Mobilization: 10% \$ 272,000

Prep ROW: 4% \$ 109,000

Construction Cost Total: \$ 3,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,600,000
Engineering/Survey/Testing:		16%	\$ 576,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 500,000
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 4,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: W South St
Project Label: C-10
Service Area: C,
Limits: WEST DR to US 183
Impact Fee Class: Widen Substandard
Cross-Section: 3U
Roadway Class: Non-Residential Collector
Length (Feet): 1,012

This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	2,922	CY	\$ 15.00	\$ 44,000
202	4" Asphalt (Type C)	1,163	Ton	\$ 80.00	\$ 93,000
302	13" Base	2,234	CY	\$ 45.00	\$ 101,000
402	Geogrid	6,187	SY	\$ 2.00	\$ 12,000
502	6' Concrete Sidewalk	12,149	SF	\$ 10.00	\$ 121,000
602	Machine Laid Curb & Gutter	4,050	LF	\$ 18.00	\$ 73,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,057	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 448,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 22,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 9,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 157,000
✓	Illumination		10%	\$ 45,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 9,000
✓	Sewer	Minor Adjustments	2%	\$ 9,000
✓	Turf and Erosion Control		3%	\$ 13,000
✓	Landscaping and Irrigation		2%	\$ 9,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 273,000

Paving Construction Cost and Allowance Subtotal: \$ 721,000

Construction Contingency: 15% \$ 108,000

Mobilization: 10% \$ 72,000

Prep ROW: 4% \$ 29,000

Construction Cost Total: \$ 1,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,000,000
Engineering/Survey/Testing:		16%	\$ 160,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 75,932

Impact Fee Project Cost Total: \$ 1,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Crystal Falls Pkwy	This project consists of the reconstruction of the existing roadway to an access-managed two-lane residential collector.
Project Label:	C-11	
Service Area:	C,	
Limits:	CANTINA SKY to FIRST VIEW	
Impact Fee Class:	Access Management	
Cross-Section:	2D	
Roadway Class:	Residential Collector	
Length (Feet):	1,979	

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 500,000
Engineering/Survey/Testing:			
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Osage Dr	This project consists of the reconstruction of the existing roadway to an access-managed two-lane residential collector.
Project Label:	C-12	
Service Area:	C,	
Limits:	315' E OF PAINTED SKY BEND to BAGDAD	
Impact Fee Class:	Access Management	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	13,194	

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 500,000
Engineering/Survey/Testing:			\$ -
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Hero Way	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	A-20, C-13	
Service Area:	A, C	
Limits:	1,100' E OF SAN GABRIEL PKWY to 900' W	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	5,712	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	25,139	CY	\$ 15.00	\$ 377,000
205	6" Asphalt (Type C)	9,634	Ton	\$ 80.00	\$ 771,000
305	17" Base	18,581	CY	\$ 45.00	\$ 836,000
405	Geogrid	39,348	SY	\$ 2.00	\$ 79,000
505	10' Concrete Sidewalk	114,237	SF	\$ 10.00	\$ 1,142,000
605	Machine Laid Curb & Gutter	11,424	LF	\$ 18.00	\$ 206,000
705	Turn Lanes and Median Openings	4,183	SY	\$ 77.00	\$ 322,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	5,839	GAL	\$ 4.00	\$ 23,000

Paving Construction Cost Subtotal: \$ 3,756,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 188,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 75,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,315,000
✓	Illumination		10%	\$ 376,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 75,000
✓	Sewer	Minor Adjustments	2%	\$ 75,000
✓	Turf and Erosion Control		3%	\$ 113,000
✓	Landscaping and Irrigation		2%	\$ 75,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,292,000

Paving Construction Cost and Allowance Subtotal: \$ 6,048,000

Construction Contingency: 15% \$ 907,000

Mobilization: 10% \$ 605,000

Prep ROW: 4% \$ 242,000

Construction Cost Total: \$ 7,900,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,900,000
Engineering/Survey/Testing:		16%	\$ 1,264,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 428,388

Impact Fee Project Cost Total: \$ 9,600,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Hero Way	This project consists of the reconstruction of the existing roadway to an access-managed four-lane arterial.
Project Label:	A-21, C-14	
Service Area:	A, C	
Limits:	LAKELINE BLVD to US 183	
Impact Fee Class:	Access Management	
Cross-Section:	6D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	13,271	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	18,022	CY	\$ 15.00	\$ 270,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	26,542	LF	\$ 18.00	\$ 478,000
708	Turn Lanes and Median Openings	9,719	SY	\$ 77.00	\$ 748,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,496,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 75,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 524,000
✓	Illumination		10%	\$ 150,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 45,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 914,000

Paving Construction Cost and Allowance Subtotal: \$ 2,410,000

Construction Contingency: 15% \$ 362,000

Mobilization: 10% \$ 241,000

Prep ROW: 4% \$ 96,000

Construction Cost Total: \$ 3,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,200,000
Engineering/Survey/Testing:		16%	\$ 512,000
Previous City Contribution:	2016-CO Bond; 2015-CO Bond		\$ 19,057,707
Other:			\$ -
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 22,757,707

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Municipal Dr	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	C-15	
Service Area:	C,	
Limits:	Nothorn Hills to S West Dr	
Impact Fee Class:	Widen Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	2,980	

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			
Engineering/Survey/Testing:			
Previous City Contribution:	2015-CO Bond		\$ 2,494,024
Other:			\$ -
ROW/Easement Acquisition:			

Impact Fee Project Cost Total: \$ 2,494,024

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study
Capital Improvement Plan for Roadway Impact Fees
Summary of Conceptual Level Project Cost Projections

Last Modified: 12/15/2021

Street Improvements - Service Area C

Project #	Street Name	Project Limits	Ultimate Roadway Class	Impact Fee Class	Project Source	Percent in Service Area	Project Cost	Total Cost in Service Area
D-1	Leander Dr	From HAZLEWOOD ST To CRYSTAL FALLS DR	Non-Residential Collector	Widen Substandard	TMP	100%	\$ 5,300,000	\$ 5,300,000
D-2	Horizon Park Blvd	From RM 2243 To CRYSTAL FALLS PKWY	Residential Collector	Widen Collector	TMP	100%	\$ 14,300,000	\$ 14,300,000
D-3	Raider Way	From HERO WAY To RM 2243	Non-Residential Collector	New Collector	TMP	100%	\$ 4,700,000	\$ 4,700,000
D-4	Raider Way	From RM 2243 To 1,235' S OF RM 2243	Non-Residential Collector	New Collector	TMP	100%	\$ 3,200,000	\$ 3,200,000
D-5	CR 175	From RM 2243 To 1,265' SE OF RM 2243	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 1,680,000	\$ 840,000
D-6	CR 175	From 1,265' SE OF RM 2243 To 2,315' SE OF RM 2243	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 1,680,000	\$ 1,680,000
D-7	CR 175	From 2,315' SE OF RM 2243 To 3,040' SE OF RM 2243	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 960,000	\$ 480,000
D-8	CR 175	From 1,855' NW OF WHISPER LN To 40' NW OF CRYSTAL FALLS PKWY	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 6,720,000	\$ 3,360,000
D-9	CR 175	From 1,400' SE OF CRYSTAL FALLS PKWY To 500' SE OF PARKSIDE PKWY	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 2,720,000	\$ 2,720,000
D-10	CR 175	From 615' NW OF JOURNEY PKWY To JOURNEY PKWY	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 880,000	\$ 440,000
D-11	RM 2243	From N US 183 To CR 175	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 45,100,000	\$ 45,100,000
D-12	RM 2243	From CR 175 To HERO WAY	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 2,600,000	\$ 1,300,000
D-13	Woodview Dr	From 980' W OF N US 183 To N US 183	Residential Collector	New Collector	TMP	100%	\$ 6,300,000	\$ 6,300,000
D-14	Crystal Falls Pkwy	From RONALD REAGAN BLVD To 725' E OF RONALD REAGAN BLVD	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 1,400,000	\$ 1,400,000
D-15	Crystal Falls Pkwy	From 1,405' E OF RONALD REAGAN BLVD To 2,185' E OF RONALD REAGAN BLVD	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 1,500,000	\$ 1,500,000
D-16	Crystal Falls Pkwy	From 2,190' E OF RONALD REAGAN BLVD To 1,615' W OF CR 175	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 9,400,000	\$ 9,400,000
D-17	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 590' W OF CR 175	Arterial 4-Lane	New 4-Lane Arterial	TMP	50%	\$ 1,900,000	\$ 950,000
D-18	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 115' W OF CR 175	Arterial 4-Lane	New 4-Lane Arterial	TMP	100%	\$ 800,000	\$ 800,000
D-19	Journey Pkwy	From RONALD REAGAN BLVD To 4,025' E OF RONALD REAGAN BLVD	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 6,700,000	\$ 6,700,000
D-20	Journey Pkwy	From 4,025' E OF RONALD REAGAN BLVD To 4,700' E OF RONALD REAGAN BLVD	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 3,400,000	\$ 1,700,000
D-21	Journey Pkwy	From 4,700' E OF RONALD REAGAN BLVD To 5,000' E OF RONALD REAGAN BLVD	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 1,200,000	\$ 1,200,000
D-22	Journey Pkwy	From 2,575' W OF CR 175 To 1,875' W OF CR 175	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	50%	\$ 500,000	\$ 250,000
D-23	Journey Pkwy	From 1,875' W OF CR 175 To CR 175	Arterial 4-Lane	Widen 4-Lane Arterial	TMP	100%	\$ 3,200,000	\$ 3,200,000
D-24	Ronald Reagan Blvd	From RM 2243 To Southern City Limits	Access Controlled	Access Management	TMP	100%	\$ 4,200,000	\$ 4,200,000
C-9, D-25	US 183	From HERO WAY To 195' S OF OSAGE DR	Arterial 6-Lane	Access Management	TMP	50%	\$ 4,700,000	\$ 2,350,000
D-26	N East St	From Hero Way To E South St	Residential Collector	Widen Collector	2018-GO Bond; 2016-CO Bond; 2015-CO Bond	100%	\$ 3,280,852	\$ 3,280,852
D-27	N East St	From E Evans St To E South St	Residential Collector	Widen Collector	CIP	100%	\$ 1,100,000	\$ 1,100,000
D-28	Woodview Dr	From US 183A To Raider Way	Residential Collector	Widen Collector	CIP; 2018-GO Bond; 2016-GO & RF Bond	100%	\$ 4,909,533	\$ 4,909,533
D-29	Raider Way	From Woodview Dr To Crystal Falls Pkwy	Non-Residential Collector	Widen Collector	CIP; 2018-GO Bond; 2016-GO & RF Bond	100%	\$ 4,909,533	\$ 4,909,533
B-20, D-30	Hero Way ROW	From US 183 To RM 2243	Access Controlled	New 3-Lane Frontage	CIP	50%	\$ 13,900,000	\$ 6,950,000
Total							\$ 163,139,917	\$ 144,519,917

Signal Installation and Intersection Improvements - Service Area C

Project #	Project Source	Intersection	Project Type	Percent in Service Area	Project Cost	Total Cost in Service Area
ABCDI-1	TMP - ICE	Hero Way and US 183	Other Capacity	25%	\$ 298,750	\$ 74,688
ABCDI-2	TMP	City of Leander Signal Upgrades	ITS Upgrades	25%	\$ 2,000,000	\$ 500,000
BDI-2	TMP	Hero Way and Ronald Reagan Blvd	Signal	50%	\$ 400,000	\$ 200,000
CDI-2	TMP - ICE	Crystal Falls Pkwy and US 183	Other Capacity	50%	\$ 355,000	\$ 177,500
CDI-3	TMP - ICE	W South St and US 183	Other Capacity	50%	\$ 194,000	\$ 97,000
DI-1	TMP - ICE	RM 2243 and Ronald Reagan Blvd	Innovative Intersection	100%	\$ 5,000,000	\$ 5,000,000
DI-2	CIP	E Woodview Dr and Raider Way	Roundabout	100%	\$ 1,200,000	\$ 1,200,000
DI-3	CIP	E Crystal Falls Pkwy and Raider Way	Signal	100%	\$ 1,200,000	\$ 1,200,000
DI-4	TMP	Journey Pkwy and CR 175	Signal	100%	\$ 400,000	\$ 400,000
DI-5	TMP	Sonny Dr and Leander Dr	Roundabout	100%	\$ 400,000	\$ 400,000
DI-6	TMP	Hazelwood St and Horizon Park Blvd	Roundabout	100%	\$ 1,200,000	\$ 1,200,000
Total					\$ 12,647,750	\$ 10,449,188

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

Project Source and Impact Fee Class Definitions:

Project Source

Transportation Master Plan - Projects identified in the 2021 Transportation Master Plan

Bond Projects - Projects identified in the previous transportation bonds with auto capacity related improvements and outstanding debt

2021 Five-Year CIP - Projects identified in the five-year CIP, but not included in the Transportation Master Plan

Intersection Newly Identified - Intersection improvements identified during the development of the RIF CIP

Roadway Newly Identified - Roadway improvements identified during the development of the RIF CIP

Impact Fee Class

New - Either a new street connection or new intersection where a signal is recommended

Existing - Existing segments with capacity related improvements

Widening - Widening of an existing street to add pavement outside the existing curbs

Access Management - Converting a two-way left-turn lane to a median

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Leander Dr	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	D-1	
Service Area:	D,	
Limits:	HAZLEWOOD ST to CRYSTAL FALLS DR	
Impact Fee Class:	Widen Substandard	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	4,654	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	13,431	CY	\$ 15.00	\$ 201,000
202	4" Asphalt (Type C)	5,347	Ton	\$ 80.00	\$ 428,000
302	13" Base	10,271	CY	\$ 45.00	\$ 462,000
402	Geogrid	28,442	SY	\$ 2.00	\$ 57,000
502	6' Concrete Sidewalk	55,849	SF	\$ 10.00	\$ 558,000
602	Machine Laid Curb & Gutter	18,616	LF	\$ 18.00	\$ 335,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	4,861	GAL	\$ 4.00	\$ 19,000

Paving Construction Cost Subtotal: \$ 2,060,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 103,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 41,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 721,000
✓	Illumination		10%	\$ 206,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 41,000
✓	Sewer	Minor Adjustments	2%	\$ 41,000
✓	Turf and Erosion Control		3%	\$ 62,000
✓	Landscaping and Irrigation		2%	\$ 41,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,256,000

Paving Construction Cost and Allowance Subtotal: \$ 3,316,000

Construction Contingency: 15% \$ 497,000

Mobilization: 10% \$ 332,000

Prep ROW: 4% \$ 133,000

Construction Cost Total: \$ 4,300,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 4,300,000
Engineering/Survey/Testing:		16%	\$ 688,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 349,055

Impact Fee Project Cost Total: \$ 5,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Horizon Park Blvd	This project consists of the reconstruction of the existing pavement to a two-lane residential collector.
Project Label:	D-2	
Service Area:	D,	
Limits:	RM 2243 to CRYSTAL FALLS PKWY	
Impact Fee Class:	Widen Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	8,137	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	17,957	CY	\$ 15.00	\$ 269,000
201	3" Asphalt (Type C)	7,012	Ton	\$ 80.00	\$ 561,000
301	10" Base	13,813	CY	\$ 45.00	\$ 622,000
401	Geogrid	49,728	SY	\$ 2.00	\$ 99,000
501	6' Concrete Sidewalk	97,648	SF	\$ 10.00	\$ 976,000
601	Machine Laid Curb & Gutter	16,275	LF	\$ 18.00	\$ 293,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	8,499	GAL	\$ 4.00	\$ 34,000

Paving Construction Cost Subtotal: \$ 2,854,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 143,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 57,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 999,000
✓	Illumination		10%	\$ 285,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 4,519,800
✓	Water	Minor Adjustments	2%	\$ 57,000
✓	Sewer	Minor Adjustments	2%	\$ 57,000
✓	Turf and Erosion Control		3%	\$ 86,000
✓	Landscaping and Irrigation		2%	\$ 57,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 6,260,800

Paving Construction Cost and Allowance Subtotal: \$ 9,114,800

Construction Contingency: 15% \$ 1,367,000

Mobilization: 10% \$ 911,000

Prep ROW: 4% \$ 365,000

Construction Cost Total: \$ 11,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 11,800,000
Engineering/Survey/Testing:		16%	\$ 1,888,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 610,300

Impact Fee Project Cost Total: \$ 14,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Raider Way	This project consists of the construction of a new three-lane non-residential collector.
Project Label:	D-3	
Service Area:	D,	
Limits:	HERO WAY to RM 2243	
Impact Fee Class:	New Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	3,392	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	9,790	CY	\$ 15.00	\$ 147,000
202	4" Asphalt (Type C)	3,898	Ton	\$ 80.00	\$ 312,000
302	13" Base	7,486	CY	\$ 45.00	\$ 337,000
402	Geogrid	20,732	SY	\$ 2.00	\$ 41,000
502	6' Concrete Sidewalk	40,710	SF	\$ 10.00	\$ 407,000
602	Machine Laid Curb & Gutter	13,570	LF	\$ 18.00	\$ 244,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	3,543	GAL	\$ 4.00	\$ 14,000

Paving Construction Cost Subtotal: \$ 1,502,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 75,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 526,000
✓	Illumination		10%	\$ 150,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 45,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 916,000

Paving Construction Cost and Allowance Subtotal: \$ 2,418,000

Construction Contingency: 15% \$ 363,000

Mobilization: 10% \$ 242,000

Prep ROW: 4% \$ 97,000

Construction Cost Total: \$ 3,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,200,000
Engineering/Survey/Testing:		16%	\$ 512,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 1,017,741

Impact Fee Project Cost Total: \$ 4,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Raider Way	This project consists of the construction of a new three-lane non-residential collector.
Project Label:	D-4	
Service Area:	D,	
Limits:	RM 2243 to 1,235' S OF RM 2243	
Impact Fee Class:	New Collector	
Cross-Section:	3U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	1,324	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
102	Unclassified Street Excavation	3,821	CY	\$ 15.00	\$ 57,000
202	4" Asphalt (Type C)	1,521	Ton	\$ 80.00	\$ 122,000
302	13" Base	2,922	CY	\$ 45.00	\$ 131,000
402	Geogrid	8,091	SY	\$ 2.00	\$ 16,000
502	6' Concrete Sidewalk	15,888	SF	\$ 10.00	\$ 159,000
602	Machine Laid Curb & Gutter	5,296	LF	\$ 18.00	\$ 95,000
702	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
802	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,383	GAL	\$ 4.00	\$ 6,000

Paving Construction Cost Subtotal: \$ 586,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 29,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 12,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 205,000
✓	Illumination		10%	\$ 59,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 886,600
✓	Water	Minor Adjustments	2%	\$ 12,000
✓	Sewer	Minor Adjustments	2%	\$ 12,000
✓	Turf and Erosion Control		3%	\$ 18,000
✓	Landscaping and Irrigation		2%	\$ 12,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,245,600

Paving Construction Cost and Allowance Subtotal: \$ 1,831,600

Construction Contingency: 15% \$ 275,000

Mobilization: 10% \$ 183,000

Prep ROW: 4% \$ 73,000

Construction Cost Total: \$ 2,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,400,000
Engineering/Survey/Testing:		16%	\$ 384,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 397,194

Impact Fee Project Cost Total: \$ 3,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-5	
Service Area:	D, ETJ/Other	
Limits:	RM 2243 to 1,265' SE OF RM 2243	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,241	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	5,464	CY	\$ 15.00	\$ 82,000
205	6" Asphalt (Type C)	2,094	Ton	\$ 80.00	\$ 168,000
305	17" Base	4,038	CY	\$ 45.00	\$ 182,000
405	Geogrid	8,552	SY	\$ 2.00	\$ 17,000
505	10' Concrete Sidewalk	24,828	SF	\$ 10.00	\$ 248,000
605	Machine Laid Curb & Gutter	2,483	LF	\$ 18.00	\$ 45,000
705	Turn Lanes and Median Openings	909	SY	\$ 77.00	\$ 70,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,269	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 817,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 41,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 16,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 286,000
✓	Illumination		10%	\$ 82,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 16,000
✓	Sewer	Minor Adjustments	2%	\$ 16,000
✓	Turf and Erosion Control		3%	\$ 25,000
✓	Landscaping and Irrigation		2%	\$ 16,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 498,000

Paving Construction Cost and Allowance Subtotal: \$ 1,315,000

Construction Contingency: 15% \$ 197,000

Mobilization: 10% \$ 132,000

Prep ROW: 4% \$ 53,000

Construction Cost Total: \$ 1,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,700,000
Engineering/Survey/Testing:		16%	\$ 272,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 93,105

Impact Fee Project Cost Total 80% City Contribution \$ 1,680,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-6	
Service Area:	D,	
Limits:	1,265' SE OF RM 2243 to 2,315' SE OF RM 2243	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,202	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	5,291	CY	\$ 15.00	\$ 79,000
205	6" Asphalt (Type C)	2,028	Ton	\$ 80.00	\$ 162,000
305	17" Base	3,911	CY	\$ 45.00	\$ 176,000
405	Geogrid	8,281	SY	\$ 2.00	\$ 17,000
505	10' Concrete Sidewalk	24,042	SF	\$ 10.00	\$ 240,000
605	Machine Laid Curb & Gutter	2,404	LF	\$ 18.00	\$ 43,000
705	Turn Lanes and Median Openings	880	SY	\$ 77.00	\$ 68,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,229	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 790,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 40,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 16,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 277,000
✓	Illumination		10%	\$ 79,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 16,000
✓	Sewer	Minor Adjustments	2%	\$ 16,000
✓	Turf and Erosion Control		3%	\$ 24,000
✓	Landscaping and Irrigation		2%	\$ 16,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 484,000

Paving Construction Cost and Allowance Subtotal: \$ 1,274,000

Construction Contingency: 15% \$ 191,000

Mobilization: 10% \$ 127,000

Prep ROW: 4% \$ 51,000

Construction Cost Total: \$ 1,700,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,700,000
Engineering/Survey/Testing:		16%	\$ 272,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 90,158

Impact Fee Project Cost Total 80% City Contribution \$ 1,680,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-7	
Service Area:	D, ETJ/Other	
Limits:	2,315' SE OF RM 2243 to 3,040' SE OF RM 2243	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	730	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,212	CY	\$ 15.00	\$ 48,000
205	6" Asphalt (Type C)	1,231	Ton	\$ 80.00	\$ 98,000
305	17" Base	2,374	CY	\$ 45.00	\$ 107,000
405	Geogrid	5,028	SY	\$ 2.00	\$ 10,000
505	10' Concrete Sidewalk	14,598	SF	\$ 10.00	\$ 146,000
605	Machine Laid Curb & Gutter	1,460	LF	\$ 18.00	\$ 26,000
705	Turn Lanes and Median Openings	535	SY	\$ 77.00	\$ 41,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	746	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 479,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 24,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 168,000
✓	Illumination		10%	\$ 48,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 14,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 294,000

Paving Construction Cost and Allowance Subtotal: \$ 773,000

Construction Contingency: 15% \$ 116,000

Mobilization: 10% \$ 77,000

Prep ROW: 4% \$ 31,000

Construction Cost Total: \$ 1,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,000,000
Engineering/Survey/Testing:		16%	\$ 160,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 54,742

Impact Fee Project Cost Total 80% City Contribution \$ 960,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-8	
Service Area:	D, ETJ/Other	
Limits:	1,855' NW OF WHISPER LN to 40' NW OF C	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	4,796	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	21,110	CY	\$ 15.00	\$ 317,000
205	6" Asphalt (Type C)	8,090	Ton	\$ 80.00	\$ 647,000
305	17" Base	15,603	CY	\$ 45.00	\$ 702,000
405	Geogrid	33,041	SY	\$ 2.00	\$ 66,000
505	10' Concrete Sidewalk	95,926	SF	\$ 10.00	\$ 959,000
605	Machine Laid Curb & Gutter	9,593	LF	\$ 18.00	\$ 173,000
705	Turn Lanes and Median Openings	3,512	SY	\$ 77.00	\$ 270,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	4,903	GAL	\$ 4.00	\$ 20,000

Paving Construction Cost Subtotal: \$ 3,154,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 158,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 63,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 1,104,000
✓	Illumination		10%	\$ 315,000
✓	Special Drainage Structures	Minor Stream Crossing	0%	\$ 250,000
✓	Water	Minor Adjustments	2%	\$ 63,000
✓	Sewer	Minor Adjustments	2%	\$ 63,000
✓	Turf and Erosion Control		3%	\$ 95,000
✓	Landscaping and Irrigation		2%	\$ 63,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 2,174,000

Paving Construction Cost and Allowance Subtotal: \$ 5,328,000

Construction Contingency: 15% \$ 799,000

Mobilization: 10% \$ 533,000

Prep ROW: 4% \$ 213,000

Construction Cost Total: \$ 6,900,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 6,900,000
Engineering/Survey/Testing:		16%	\$ 1,104,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 359,722

Impact Fee Project Cost Total 80% City Contribution \$ 6,720,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-9	
Service Area:	D,	
Limits:	1,400' SE OF CRYSTAL FALLS PKWY to 50'	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	2,022	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	8,901	CY	\$ 15.00	\$ 134,000
205	6" Asphalt (Type C)	3,411	Ton	\$ 80.00	\$ 273,000
305	17" Base	6,579	CY	\$ 45.00	\$ 296,000
405	Geogrid	13,931	SY	\$ 2.00	\$ 28,000
505	10' Concrete Sidewalk	40,446	SF	\$ 10.00	\$ 404,000
605	Machine Laid Curb & Gutter	4,045	LF	\$ 18.00	\$ 73,000
705	Turn Lanes and Median Openings	1,481	SY	\$ 77.00	\$ 114,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,067	GAL	\$ 4.00	\$ 8,000

Paving Construction Cost Subtotal: \$ 1,330,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 67,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 27,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 466,000
✓	Illumination		10%	\$ 133,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 27,000
✓	Sewer	Minor Adjustments	2%	\$ 27,000
✓	Turf and Erosion Control		3%	\$ 40,000
✓	Landscaping and Irrigation		2%	\$ 27,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 814,000

Paving Construction Cost and Allowance Subtotal: \$ 2,144,000

Construction Contingency: 15% \$ 322,000

Mobilization: 10% \$ 214,000

Prep ROW: 4% \$ 86,000

Construction Cost Total: \$ 2,800,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,800,000
Engineering/Survey/Testing:		16%	\$ 448,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 151,672

Impact Fee Project Cost Total 80% City Contribution \$ 2,720,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	CR 175	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-10	
Service Area:	D, ETJ/Other	
Limits:	615' NW OF JOURNEY PKWY to JOURNEY	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	617	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	2,716	CY	\$ 15.00	\$ 41,000
205	6" Asphalt (Type C)	1,041	Ton	\$ 80.00	\$ 83,000
305	17" Base	2,008	CY	\$ 45.00	\$ 90,000
405	Geogrid	4,251	SY	\$ 2.00	\$ 9,000
505	10' Concrete Sidewalk	12,343	SF	\$ 10.00	\$ 123,000
605	Machine Laid Curb & Gutter	1,234	LF	\$ 18.00	\$ 22,000
705	Turn Lanes and Median Openings	452	SY	\$ 77.00	\$ 35,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	631	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 406,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 20,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 8,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 142,000
✓	Illumination		10%	\$ 41,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 8,000
✓	Sewer	Minor Adjustments	2%	\$ 8,000
✓	Turf and Erosion Control		3%	\$ 12,000
✓	Landscaping and Irrigation		2%	\$ 8,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 247,000

Paving Construction Cost and Allowance Subtotal: \$ 653,000

Construction Contingency: 15% \$ 98,000

Mobilization: 10% \$ 65,000

Prep ROW: 4% \$ 26,000

Construction Cost Total: \$ 900,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 900,000
Engineering/Survey/Testing:		16%	\$ 144,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 46,285

Impact Fee Project Cost Total 80% City Contribution \$ 880,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	RM 2243	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-11	
Service Area:	D,	
Limits:	N US 183 to CR 175	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	TBD	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	16,953	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	74,615	CY	\$ 15.00	\$ 1,119,000
205	6" Asphalt (Type C)	28,594	Ton	\$ 80.00	\$ 2,288,000
305	17" Base	55,150	CY	\$ 45.00	\$ 2,482,000
405	Geogrid	116,789	SY	\$ 2.00	\$ 234,000
505	10' Concrete Sidewalk	339,065	SF	\$ 10.00	\$ 3,391,000
605	Machine Laid Curb & Gutter	33,907	LF	\$ 18.00	\$ 610,000
705	Turn Lanes and Median Openings	12,415	SY	\$ 77.00	\$ 956,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	17,330	GAL	\$ 4.00	\$ 69,000

Paving Construction Cost Subtotal: \$ 11,149,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 557,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 223,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 3,902,000
✓	Illumination		10%	\$ 1,115,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 11,021,200
✓	Water	Minor Adjustments	2%	\$ 223,000
✓	Sewer	Minor Adjustments	2%	\$ 223,000
✓	Turf and Erosion Control		3%	\$ 334,000
✓	Landscaping and Irrigation		2%	\$ 223,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 17,821,200

Paving Construction Cost and Allowance Subtotal: \$ 28,970,200

Construction Contingency: 15% \$ 4,346,000

Mobilization: 10% \$ 2,897,000

Prep ROW: 4% \$ 1,159,000

Construction Cost Total: \$ 37,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 37,400,000
Engineering/Survey/Testing:		16%	\$ 5,984,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 459,299
ROW/Easement Acquisition:			\$ 1,271,494

Impact Fee Project Cost Total: \$ 45,100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	RM 2243	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-12	
Service Area:	D, ETJ/Other	
Limits:	CR 175 to HERO WAY	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	TBD	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,502	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	6,612	CY	\$ 15.00	\$ 99,000
205	6" Asphalt (Type C)	2,534	Ton	\$ 80.00	\$ 203,000
305	17" Base	4,887	CY	\$ 45.00	\$ 220,000
405	Geogrid	10,349	SY	\$ 2.00	\$ 21,000
505	10' Concrete Sidewalk	30,046	SF	\$ 10.00	\$ 300,000
605	Machine Laid Curb & Gutter	3,005	LF	\$ 18.00	\$ 54,000
705	Turn Lanes and Median Openings	1,100	SY	\$ 77.00	\$ 85,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,536	GAL	\$ 4.00	\$ 6,000

Paving Construction Cost Subtotal: \$ 988,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 49,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 20,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 346,000
✓	Illumination		10%	\$ 99,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 20,000
✓	Sewer	Minor Adjustments	2%	\$ 20,000
✓	Turf and Erosion Control		3%	\$ 30,000
✓	Landscaping and Irrigation		2%	\$ 20,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 604,000

Paving Construction Cost and Allowance Subtotal: \$ 1,592,000

Construction Contingency: 15% \$ 239,000

Mobilization: 10% \$ 159,000

Prep ROW: 4% \$ 64,000

Construction Cost Total: \$ 2,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,100,000
Engineering/Survey/Testing:		16%	\$ 336,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 40,701
ROW/Easement Acquisition:			\$ 112,674

Impact Fee Project Cost Total: \$ 2,600,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Woodview Dr	This project consists of the construction of a new two-lane residential collector.
Project Label:	D-13	
Service Area:	D,	
Limits:	980' W OF N US 183 to N US 183	
Impact Fee Class:	New Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	976	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	2,153	CY	\$ 15.00	\$ 32,000
201	3" Asphalt (Type C)	841	Ton	\$ 80.00	\$ 67,000
301	10" Base	1,656	CY	\$ 45.00	\$ 75,000
401	Geogrid	5,963	SY	\$ 2.00	\$ 12,000
501	6' Concrete Sidewalk	11,709	SF	\$ 10.00	\$ 117,000
601	Machine Laid Curb & Gutter	1,951	LF	\$ 18.00	\$ 35,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,019	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 342,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 17,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 7,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 120,000
✓	Illumination		10%	\$ 34,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 3,450,300
✓	Water	Minor Adjustments	2%	\$ 7,000
✓	Sewer	Minor Adjustments	2%	\$ 7,000
✓	Turf and Erosion Control		3%	\$ 10,000
✓	Landscaping and Irrigation		2%	\$ 7,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 3,659,300

Paving Construction Cost and Allowance Subtotal: \$ 4,001,300

Construction Contingency: 15% \$ 600,000

Mobilization: 10% \$ 400,000

Prep ROW: 4% \$ 160,000

Construction Cost Total: \$ 5,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 5,200,000
Engineering/Survey/Testing:		16%	\$ 832,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 292,725

Impact Fee Project Cost Total: \$ 6,300,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Kimley»Horn

Updated: 12/15/2021

Project Information:

Description:

Name: Crystal Falls Pkwy
Project Label: D-14
Service Area: D,
Limits: RONALD REAGAN BLVD to 725' E OF RON
Impact Fee Class: New 4-Lane Arterial
Cross-Section: 4D
Roadway Class: Arterial 4-Lane
Length (Feet): 726

This project consists of the construction of a new four-lane arterial.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,194	CY	\$ 15.00	\$ 48,000
205	6" Asphalt (Type C)	1,224	Ton	\$ 80.00	\$ 98,000
305	17" Base	2,360	CY	\$ 45.00	\$ 106,000
405	Geogrid	4,999	SY	\$ 2.00	\$ 10,000
505	10' Concrete Sidewalk	14,512	SF	\$ 10.00	\$ 145,000
605	Machine Laid Curb & Gutter	1,451	LF	\$ 18.00	\$ 26,000
705	Turn Lanes and Median Openings	531	SY	\$ 77.00	\$ 41,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	742	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 477,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 24,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 167,000
✓	Illumination		10%	\$ 48,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 14,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 293,000

Paving Construction Cost and Allowance Subtotal: \$ 770,000

Construction Contingency: 15% \$ 116,000

Mobilization: 10% \$ 77,000

Prep ROW: 4% \$ 31,000

Construction Cost Total: \$ 1,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,000,000
Engineering/Survey/Testing:		16%	\$ 160,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 217,681

Impact Fee Project Cost Total: \$ 1,400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Crystal Falls Pkwy	This project consists of the construction of a new four-lane arterial.
Project Label:	D-15	
Service Area:	D, ETJ/Other	
Limits:	1,405' E OF RONALD REAGAN BLVD to 2,1	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	780	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	3,433	CY	\$ 15.00	\$ 52,000
205	6" Asphalt (Type C)	1,316	Ton	\$ 80.00	\$ 105,000
305	17" Base	2,538	CY	\$ 45.00	\$ 114,000
405	Geogrid	5,374	SY	\$ 2.00	\$ 11,000
505	10' Concrete Sidewalk	15,602	SF	\$ 10.00	\$ 156,000
605	Machine Laid Curb & Gutter	1,560	LF	\$ 18.00	\$ 28,000
705	Turn Lanes and Median Openings	571	SY	\$ 77.00	\$ 44,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	797	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 513,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 26,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 10,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 180,000
✓	Illumination		10%	\$ 51,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 10,000
✓	Sewer	Minor Adjustments	2%	\$ 10,000
✓	Turf and Erosion Control		3%	\$ 15,000
✓	Landscaping and Irrigation		2%	\$ 10,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 312,000

Paving Construction Cost and Allowance Subtotal: \$ 825,000

Construction Contingency: 15% \$ 124,000

Mobilization: 10% \$ 83,000

Prep ROW: 4% \$ 33,000

Construction Cost Total: \$ 1,100,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,100,000
Engineering/Survey/Testing:		16%	\$ 176,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 234,027

Impact Fee Project Cost Total: \$ 1,500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Crystal Falls Pkwy	This project consists of the construction of a new four-lane arterial.
Project Label:	D-16	
Service Area:	D,	
Limits:	2,190' E OF RONALD REAGAN BLVD to 1,6	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	2,299	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	10,118	CY	\$ 15.00	\$ 152,000
205	6" Asphalt (Type C)	3,877	Ton	\$ 80.00	\$ 310,000
305	17" Base	7,478	CY	\$ 45.00	\$ 337,000
405	Geogrid	15,837	SY	\$ 2.00	\$ 32,000
505	10' Concrete Sidewalk	45,977	SF	\$ 10.00	\$ 460,000
605	Machine Laid Curb & Gutter	4,598	LF	\$ 18.00	\$ 83,000
705	Turn Lanes and Median Openings	1,684	SY	\$ 77.00	\$ 130,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	2,350	GAL	\$ 4.00	\$ 9,000

Paving Construction Cost Subtotal: \$ 1,513,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 76,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 530,000
✓	Illumination		10%	\$ 151,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 3,328,000
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 45,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 4,250,000

Paving Construction Cost and Allowance Subtotal: \$ 5,763,000

Construction Contingency: 15% \$ 864,000

Mobilization: 10% \$ 576,000

Prep ROW: 4% \$ 231,000

Construction Cost Total: \$ 7,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 7,500,000
Engineering/Survey/Testing:		16%	\$ 1,200,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 689,658

Impact Fee Project Cost Total: \$ 9,400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Kimley»Horn

Updated: 12/15/2021

Project Information:		Description:
Name:	Crystal Falls Pkwy	This project consists of the construction of a new four-lane arterial.
Project Label:	D-17	
Service Area:	D, ETJ/Other	
Limits:	1,615' W OF CR 175 to 590' W OF CR 175	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,004	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	4,421	CY	\$ 15.00	\$ 66,000
205	6" Asphalt (Type C)	1,694	Ton	\$ 80.00	\$ 136,000
305	17" Base	3,267	CY	\$ 45.00	\$ 147,000
405	Geogrid	6,919	SY	\$ 2.00	\$ 14,000
505	10' Concrete Sidewalk	20,088	SF	\$ 10.00	\$ 201,000
605	Machine Laid Curb & Gutter	2,009	LF	\$ 18.00	\$ 36,000
705	Turn Lanes and Median Openings	736	SY	\$ 77.00	\$ 57,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,027	GAL	\$ 4.00	\$ 4,000

Paving Construction Cost Subtotal: \$ 661,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 33,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 13,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 231,000
✓	Illumination		10%	\$ 66,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 13,000
✓	Sewer	Minor Adjustments	2%	\$ 13,000
✓	Turf and Erosion Control		3%	\$ 20,000
✓	Landscaping and Irrigation		2%	\$ 13,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 402,000

Paving Construction Cost and Allowance Subtotal: \$ 1,063,000

Construction Contingency: 15% \$ 159,000

Mobilization: 10% \$ 106,000

Prep ROW: 4% \$ 43,000

Construction Cost Total: \$ 1,400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,400,000
Engineering/Survey/Testing:		16%	\$ 224,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 301,324

Impact Fee Project Cost Total: \$ 1,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection

Kimley»Horn

Updated: 12/15/2021

Project Information:		Description:
Name:	Crystal Falls Pkwy	This project consists of the construction of a new four-lane arterial.
Project Label:	D-18	
Service Area:	D,	
Limits:	1,615' W OF CR 175 to 115' W OF CR 175	
Impact Fee Class:	New 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	426	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	1,873	CY	\$ 15.00	\$ 28,000
205	6" Asphalt (Type C)	718	Ton	\$ 80.00	\$ 57,000
305	17" Base	1,384	CY	\$ 45.00	\$ 62,000
405	Geogrid	2,932	SY	\$ 2.00	\$ 6,000
505	10' Concrete Sidewalk	8,512	SF	\$ 10.00	\$ 85,000
605	Machine Laid Curb & Gutter	851	LF	\$ 18.00	\$ 15,000
705	Turn Lanes and Median Openings	312	SY	\$ 77.00	\$ 24,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	435	GAL	\$ 4.00	\$ 2,000

Paving Construction Cost Subtotal: \$ 279,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	None Anticipated	5%	\$ 14,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 6,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 98,000
✓	Illumination		10%	\$ 28,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 6,000
✓	Sewer	Minor Adjustments	2%	\$ 6,000
✓	Turf and Erosion Control		3%	\$ 8,000
✓	Landscaping and Irrigation		2%	\$ 6,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 172,000

Paving Construction Cost and Allowance Subtotal: \$ 451,000

Construction Contingency: 15% \$ 68,000

Mobilization: 10% \$ 45,000

Prep ROW: 4% \$ 18,000

Construction Cost Total: \$ 600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 600,000
Engineering/Survey/Testing:		16%	\$ 96,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 127,677

Impact Fee Project Cost Total: \$ 800,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Journey Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-19	
Service Area:	D,	
Limits:	RONALD REAGAN BLVD to 4,025' E OF RO	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	4,022	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	17,703	CY	\$ 15.00	\$ 266,000
205	6" Asphalt (Type C)	6,784	Ton	\$ 80.00	\$ 543,000
305	17" Base	13,085	CY	\$ 45.00	\$ 589,000
405	Geogrid	27,709	SY	\$ 2.00	\$ 55,000
505	10' Concrete Sidewalk	80,445	SF	\$ 10.00	\$ 804,000
605	Machine Laid Curb & Gutter	8,044	LF	\$ 18.00	\$ 145,000
705	Turn Lanes and Median Openings	2,946	SY	\$ 77.00	\$ 227,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	4,112	GAL	\$ 4.00	\$ 16,000

Paving Construction Cost Subtotal: \$ 2,645,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 132,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 53,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 926,000
✓	Illumination		10%	\$ 265,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 53,000
✓	Sewer	Minor Adjustments	2%	\$ 53,000
✓	Turf and Erosion Control		3%	\$ 79,000
✓	Landscaping and Irrigation		2%	\$ 53,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,614,000

Paving Construction Cost and Allowance Subtotal: \$ 4,259,000

Construction Contingency: 15% \$ 639,000

Mobilization: 10% \$ 426,000

Prep ROW: 4% \$ 170,000

Construction Cost Total: \$ 5,500,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 5,500,000
Engineering/Survey/Testing:		16%	\$ 880,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 301,668

Impact Fee Project Cost Total: \$ 6,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Journey Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-20	
Service Area:	D, ETJ/Other	
Limits:	4,025' E OF RONALD REAGAN BLVD to 4,71	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	661	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	2,908	CY	\$ 15.00	\$ 44,000
205	6" Asphalt (Type C)	1,115	Ton	\$ 80.00	\$ 89,000
305	17" Base	2,150	CY	\$ 45.00	\$ 97,000
405	Geogrid	4,552	SY	\$ 2.00	\$ 9,000
505	10' Concrete Sidewalk	13,216	SF	\$ 10.00	\$ 132,000
605	Machine Laid Curb & Gutter	1,322	LF	\$ 18.00	\$ 24,000
705	Turn Lanes and Median Openings	484	SY	\$ 77.00	\$ 37,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	675	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 435,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 22,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 9,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 152,000
✓	Illumination		10%	\$ 44,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 1,526,400
✓	Water	Minor Adjustments	2%	\$ 9,000
✓	Sewer	Minor Adjustments	2%	\$ 9,000
✓	Turf and Erosion Control		3%	\$ 13,000
✓	Landscaping and Irrigation		2%	\$ 9,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,793,400

Paving Construction Cost and Allowance Subtotal: \$ 2,228,400

Construction Contingency: 15% \$ 334,000

Mobilization: 10% \$ 223,000

Prep ROW: 4% \$ 89,000

Construction Cost Total: \$ 2,900,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,900,000
Engineering/Survey/Testing:		16%	\$ 464,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 49,561

Impact Fee Project Cost Total: \$ 3,400,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Journey Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-20	
Service Area:	D, ETJ/Other	
Limits:	4,025' E OF RONALD REAGAN BLVD to 4,71	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	661	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	2,908	CY	\$ 15.00	\$ 44,000
205	6" Asphalt (Type C)	1,115	Ton	\$ 80.00	\$ 89,000
305	17" Base	2,150	CY	\$ 45.00	\$ 97,000
405	Geogrid	4,552	SY	\$ 2.00	\$ 9,000
505	10' Concrete Sidewalk	13,216	SF	\$ 10.00	\$ 132,000
605	Machine Laid Curb & Gutter	1,322	LF	\$ 18.00	\$ 24,000
705	Turn Lanes and Median Openings	484	SY	\$ 77.00	\$ 37,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	675	GAL	\$ 4.00	\$ 3,000

Paving Construction Cost Subtotal: \$ 435,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 22,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 9,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 152,000
✓	Illumination		10%	\$ 44,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 9,000
✓	Sewer	Minor Adjustments	2%	\$ 9,000
✓	Turf and Erosion Control		3%	\$ 13,000
✓	Landscaping and Irrigation		2%	\$ 9,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 267,000

Paving Construction Cost and Allowance Subtotal: \$ 702,000

Construction Contingency: 15% \$ 105,000

Mobilization: 10% \$ 70,000

Prep ROW: 4% \$ 28,000

Construction Cost Total: \$ 1,000,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 1,000,000
Engineering/Survey/Testing:		16%	\$ 160,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 49,561

Impact Fee Project Cost Total: \$ 1,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Journey Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-21	
Service Area:	D,	
Limits:	4,700' E OF RONALD REAGAN BLVD to 5,0'	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	279	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	1,228	CY	\$ 15.00	\$ 18,000
205	6" Asphalt (Type C)	470	Ton	\$ 80.00	\$ 38,000
305	17" Base	907	CY	\$ 45.00	\$ 41,000
405	Geogrid	1,922	SY	\$ 2.00	\$ 4,000
505	10' Concrete Sidewalk	5,579	SF	\$ 10.00	\$ 56,000
605	Machine Laid Curb & Gutter	558	LF	\$ 18.00	\$ 10,000
705	Turn Lanes and Median Openings	204	SY	\$ 77.00	\$ 16,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	285	GAL	\$ 4.00	\$ 1,000

Paving Construction Cost Subtotal: \$ 184,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 9,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 4,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 64,000
✓	Illumination		10%	\$ 18,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 4,000
✓	Sewer	Minor Adjustments	2%	\$ 4,000
✓	Turf and Erosion Control		3%	\$ 6,000
✓	Landscaping and Irrigation		2%	\$ 4,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 113,000

Paving Construction Cost and Allowance Subtotal: \$ 297,000

Construction Contingency: 15% \$ 45,000

Mobilization: 10% \$ 30,000

Prep ROW: 4% \$ 12,000

Construction Cost Total: \$ 400,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 400,000
Engineering/Survey/Testing:		16%	\$ 64,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 20,921

Impact Fee Project Cost Total: \$ 500,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Journey Pkwy	This project consists of the reconstruction of the existing pavement to a four-lane arterial.
Project Label:	D-23	
Service Area:	D,	
Limits:	1,875' W OF CR 175 to CR 175	
Impact Fee Class:	Widen 4-Lane Arterial	
Cross-Section:	4D	
Roadway Class:	Arterial 4-Lane	
Length (Feet):	1,860	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
105	Unclassified Street Excavation	8,187	CY	\$ 15.00	\$ 123,000
205	6" Asphalt (Type C)	3,138	Ton	\$ 80.00	\$ 251,000
305	17" Base	6,051	CY	\$ 45.00	\$ 272,000
405	Geogrid	12,815	SY	\$ 2.00	\$ 26,000
505	10' Concrete Sidewalk	37,205	SF	\$ 10.00	\$ 372,000
605	Machine Laid Curb & Gutter	3,720	LF	\$ 18.00	\$ 67,000
705	Turn Lanes and Median Openings	1,362	SY	\$ 77.00	\$ 105,000
805	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,902	GAL	\$ 4.00	\$ 8,000

Paving Construction Cost Subtotal: \$ 1,224,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 61,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 24,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 428,000
✓	Illumination		10%	\$ 122,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 24,000
✓	Sewer	Minor Adjustments	2%	\$ 24,000
✓	Turf and Erosion Control		3%	\$ 37,000
✓	Landscaping and Irrigation		2%	\$ 24,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 744,000

Paving Construction Cost and Allowance Subtotal: \$ 1,968,000

Construction Contingency: 15% \$ 295,000

Mobilization: 10% \$ 197,000

Prep ROW: 4% \$ 79,000

Construction Cost Total: \$ 2,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,600,000
Engineering/Survey/Testing:		16%	\$ 416,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 139,517

Impact Fee Project Cost Total: \$ 3,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Ronald Reagan Blvd
Project Label: D-24
Service Area: D,
Limits: RM 2243 to Southern City Limits
Impact Fee Class: Access Management
Cross-Section: 6D
Roadway Class: Access Controlled
Length (Feet): 13,495

This project consists of the reconstruction of the existing pavement to an access-managed facility.

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	18,326	CY	\$ 15.00	\$ 275,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	26,990	LF	\$ 18.00	\$ 486,000
708	Turn Lanes and Median Openings	9,883	SY	\$ 77.00	\$ 761,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,522,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 76,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 30,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 533,000
✓	Illumination		10%	\$ 152,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 30,000
✓	Sewer	Minor Adjustments	2%	\$ 30,000
✓	Turf and Erosion Control		3%	\$ 46,000
✓	Landscaping and Irrigation		2%	\$ 30,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 927,000

Paving Construction Cost and Allowance Subtotal: \$ 2,449,000

Construction Contingency: 15% \$ 367,000

Mobilization: 10% \$ 245,000

Prep ROW: 4% \$ 98,000

Construction Cost Total: \$ 3,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,200,000
Engineering/Survey/Testing:		16%	\$ 512,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 500,000
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 4,200,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	US 183	This project consists of the reconstruction of the existing roadway to an access-managed six-lane arterial.
Project Label:	C-9, D-25	
Service Area:	C, D	
Limits:	HERO WAY to 195' S OF OSAGE DR	
Impact Fee Class:	Access Management	
Cross-Section:	TBD	
Roadway Class:	Arterial 6-Lane	
Length (Feet):	14,989	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
108	Unclassified Street Excavation	20,355	CY	\$ 15.00	\$ 305,000
208	Asphalt (Type C)	0	Ton	\$ 80.00	\$ -
308	Base	0	CY	\$ 45.00	\$ -
408	Geogrid	0	SY	\$ 2.00	\$ -
508	6' Concrete Sidewalk	0	SF	\$ 10.00	\$ -
608	Machine Laid Curb & Gutter	29,978	LF	\$ 18.00	\$ 540,000
708	Turn Lanes and Median Openings	10,977	SY	\$ 77.00	\$ 845,000
808	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	0	GAL	\$ 4.00	\$ -

Paving Construction Cost Subtotal: \$ 1,690,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 85,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 34,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 592,000
✓	Illumination		10%	\$ 169,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 34,000
✓	Sewer	Minor Adjustments	2%	\$ 34,000
✓	Turf and Erosion Control		3%	\$ 51,000
✓	Landscaping and Irrigation		2%	\$ 34,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,033,000

Paving Construction Cost and Allowance Subtotal: \$ 2,723,000

Construction Contingency: 15% \$ 408,000

Mobilization: 10% \$ 272,000

Prep ROW: 4% \$ 109,000

Construction Cost Total: \$ 3,600,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 3,600,000
Engineering/Survey/Testing:		16%	\$ 576,000
Previous City Contribution:			\$ -
Other:	Corridor Study		\$ 500,000
ROW/Easement Acquisition:			\$ -

Impact Fee Project Cost Total: \$ 4,700,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	N East St	This project consists of the reconstruction of the existing pavement to a two-lane residential collector.
Project Label:	D-26	
Service Area:	D,	
Limits:	Hero Way to E South St	
Impact Fee Class:	Widen Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	1,583	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	3,494	CY	\$ 15.00	\$ 52,000
201	3" Asphalt (Type C)	1,364	Ton	\$ 80.00	\$ 109,000
301	10" Base	2,687	CY	\$ 45.00	\$ 121,000
401	Geogrid	9,675	SY	\$ 2.00	\$ 19,000
501	6' Concrete Sidewalk	18,998	SF	\$ 10.00	\$ 190,000
601	Machine Laid Curb & Gutter	3,166	LF	\$ 18.00	\$ 57,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,653	GAL	\$ 4.00	\$ 7,000

Paving Construction Cost Subtotal: \$ 555,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 28,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 11,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 194,000
✓	Illumination		10%	\$ 56,000
✓	Special Drainage Structures	Bridge Crossing	0%	\$ 775,000
✓	Water	Minor Adjustments	2%	\$ 11,000
✓	Sewer	Minor Adjustments	2%	\$ 11,000
✓	Turf and Erosion Control		3%	\$ 17,000
✓	Landscaping and Irrigation		2%	\$ 11,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 1,114,000

Paving Construction Cost and Allowance Subtotal: \$ 1,669,000

Construction Contingency: 15% \$ 250,000

Mobilization: 10% \$ 167,000

Prep ROW: 4% \$ 67,000

Construction Cost Total: \$ 2,200,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 2,200,000
Engineering/Survey/Testing:		16%	\$ 352,000
Previous City Contribution:	2018-GO Bond; 2016-CO Bond; 2015-CO Bond		\$ 580,852
Other:			\$ -
ROW/Easement Acquisition:			\$ 118,735

Impact Fee Project Cost Total: \$ 3,280,852

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	N East St	This project consists of the reconstruction of the existing pavement to a two-lane residential collector.
Project Label:	D-27	
Service Area:	D,	
Limits:	E Evans St to E South St	
Impact Fee Class:	Widen Collector	
Cross-Section:	2U	
Roadway Class:	Residential Collector	
Length (Feet):	1,111	

Roadway Construction Cost Projection

Paving Construction Costs

No.	Item Description	Quantity	Unit	Unit Price	Item Cost
101	Unclassified Street Excavation	2,451	CY	\$ 15.00	\$ 37,000
201	3" Asphalt (Type C)	957	Ton	\$ 80.00	\$ 77,000
301	10" Base	1,885	CY	\$ 45.00	\$ 85,000
401	Geogrid	6,788	SY	\$ 2.00	\$ 14,000
501	6' Concrete Sidewalk	13,329	SF	\$ 10.00	\$ 133,000
601	Machine Laid Curb & Gutter	2,221	LF	\$ 18.00	\$ 40,000
701	Turn Lanes and Median Openings	0	SY	\$ 75.00	\$ -
801	Surface Treatment (0.2 gal/sy, Prime Coat AE-P)	1,160	GAL	\$ 4.00	\$ 5,000

Paving Construction Cost Subtotal: \$ 391,000

Major Construction Component Allowances*

	Item Description	Notes	Allowance	Item Cost
✓	Traffic Control	Construction Phase Traffic Control	5%	\$ 20,000
✓	Pavement Markings/Signs/Posts	Includes Striping/Signs for Shared Paths	2%	\$ 8,000
✓	Roadway Drainage	Standard Internal System	35%	\$ 137,000
✓	Illumination		10%	\$ 39,000
	Special Drainage Structures	None Anticipated	0%	\$ -
✓	Water	Minor Adjustments	2%	\$ 8,000
✓	Sewer	Minor Adjustments	2%	\$ 8,000
✓	Turf and Erosion Control		3%	\$ 12,000
✓	Landscaping and Irrigation		2%	\$ 8,000
	Miscellaneous		0%	\$ -

*Allowances are based on percent of paving construction cost subtotal

Allowance Subtotal: \$ 240,000

Paving Construction Cost and Allowance Subtotal: \$ 631,000

Construction Contingency: 15% \$ 95,000

Mobilization: 10% \$ 63,000

Prep ROW: 4% \$ 25,000

Construction Cost Total: \$ 900,000

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ 900,000
Engineering/Survey/Testing:		16%	\$ 144,000
Previous City Contribution:			\$ -
Other:			\$ -
ROW/Easement Acquisition:			\$ 83,304

Impact Fee Project Cost Total: \$ 1,100,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Woodview Dr	This project consists of the reconstruction of the existing pavement to a two-lane residential collector.
Project Label:	D-28	
Service Area:	D,	
Limits:	US 183A to Raider Way	
Impact Fee Class:	Widen Collector	
Cross-Section:	4U	
Roadway Class:	Residential Collector	
Length (Feet):	1,996	

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ -
Engineering/Survey/Testing:			\$ -
Previous City Contribution:	2018-GO Bond; 2016-GO & RF Bond		\$ 4,909,533
Other:			\$ -
ROW/Easement Acquisition:			

Impact Fee Project Cost Total: \$ 4,909,533

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:		Description:
Name:	Raider Way	This project consists of the reconstruction of the existing pavement to a three-lane non-residential collector.
Project Label:	D-29	
Service Area:	D,	
Limits:	Woodview Dr to Crystal Falls Pkwy	
Impact Fee Class:	Widen Collector	
Cross-Section:	4U	
Roadway Class:	Non-Residential Collector	
Length (Feet):	2,809	

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			\$ -
Engineering/Survey/Testing:			\$ -
Previous City Contribution:	2018-GO Bond; 2016-GO & RF Bond		\$ 4,909,533
Other:			\$ -
ROW/Easement Acquisition:			

Impact Fee Project Cost Total: \$ 4,909,533

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander
2022 Roadway Impact Fee Study
Conceptual Level Project Cost Projection



Updated: 12/15/2021

Project Information:

Description:

Name: Hero Way ROW
Project Label: B-20, D-30
Service Area: B, D
Limits: US 183 to RM 2243
Impact Fee Class: New 3-Lane Frontage
Cross-Section: 3U
Roadway Class: Access Controlled
Length (Feet): 12,372

This project includes the City of Leander's anticipated contribution towards ROW purchases for the Hero Way project led by Williamson County and TxDOT.

Impact Fee Project Cost Summary

Item Description	Notes:	Allowance	Item Cost
Construction:			
Engineering/Survey/Testing:			
Previous City Contribution:			
Other:			
ROW/Easement Acquisition:			\$ 13,900,000

Impact Fee Project Cost Total: \$ 13,900,000

Note: These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.



Appendix B – Roadway Impact Fee CIP Service Units of Supply

City of Leander - 2022 Roadway Impact Fee Study
CIP Service Units of Supply
 Service Area A

Last Modified: 12/15/2021

Roadway Projects

Project #	Street Name	Project Limits	Length (Miles)	Future Lanes	Impact Fee Class	Peak Hour Volume	Percent in Service Area	Veh-Mi Capacity Pk-Hr Per Ln	Veh-Mi Supply Pk-Hr Total ¹	Veh-Mi Total Demand Pk-Hr ²	Excess Capacity Pk-Hr Veh- Mi ³	Total Project Cost	Total Project Cost in Service Area
A-1	Lakeline Blvd	From 1,125' S OF CR 281 To 1,635' S OF CR 280	0.66	4	New 4-Lane Arterial	New	50%	840	1,116	0	1,116	\$ 6,600,000	\$ 3,300,000
A-2	Lakeline Blvd	From LIVE OAK RD To 1,635' S OF CR 280	1.03	4	New 4-Lane Arterial	New	100%	840	3460	0	3,460	\$ 10,300,000	\$ 10,300,000
A-3	Lakeline Blvd	From 1,635' S OF CR 280 To 75' N OF BAGDAD RD	0.20	4	New 4-Lane Arterial	New	50%	840	338	0	338	\$ 2,100,000	\$ 1,050,000
A-4	Lakeline Blvd	From 480' N OF OLD 2243 WEST To OLD 2243 WEST	0.09	4	New 4-Lane Arterial	New	100%	840	319	0	319	\$ 1,000,000	\$ 1,000,000
A-5	Bagdad Rd	From 1300' N OF CR 281 To CR 281	0.26	4	Access Management	916	50%	840	433	118	315	\$ 500,000	\$ 250,000
A-6	Bagdad Rd	From CR 281 To 930' NW OF W SAN GABRIEL PKWY	2.41	4	Access Management	916	100%	840	8100	2208	5,892	\$ 9,364,238	\$ 9,364,238
A-7	Bagdad Rd	From 930' NW OF W SAN GABRIEL PKWY To 380' NW OF W SAN GABRIEL PKWY	0.11	4	Access Management	824	50%	840	177	43	134	\$ 274,724	\$ 137,362
A-8	Bagdad Rd	From 380' NW OF W SAN GABRIEL PKWY To HERO WAY	1.41	4	Access Management	1268	100%	840	4742	1790	2,952	\$ 7,864,238	\$ 7,864,238
A-9, B-15	US 183	From US 183A To HERO WAY	1.70	4	Access Management	1780	50%	840	2854	1512	1,342	\$ 3,700,000	\$ 1,850,000
A-10	CR 280	From 1,725' W OF LAKELINE BLVD To 530' E OF LAKELINE BLVD	0.43	2	New Collector	New	100%	760	654	0	654	\$ 2,700,000	\$ 2,700,000
A-11	CR 280	From 1,965' W OF BAGDAD RD To BAGDAD RD	0.40	2	New Collector	New	100%	760	600	0	600	\$ 2,500,000	\$ 2,500,000
A-12	Heritage Grove Rd	From HALSEY DR To 1,295' W OF W BROADE ST	0.32	2	Widen Collector	106	100%	760	483	34	449	\$ 2,000,000	\$ 2,000,000
A-13	Heritage Grove Rd	From 1,295' W OF W BROADE ST To 460' E OF W BROADE ST	0.16	2	Widen Collector	106	50%	760	120	8	112	\$ 1,000,000	\$ 500,000
A-14	Heritage Grove Rd	From 460' W OF W BROADE ST To W BROADE ST	0.09	2	Widen Collector	106	100%	760	134	9	125	\$ 600,000	\$ 600,000
A-15	San Gabriel Pkwy	From LAKELINE BLVD To 1,760' E OF LAKELINE BLVD	0.34	2	New 6-Lane Arterial (1/3)	New	50%	840	287	0	287	\$ 2,600,000	\$ 1,300,000
A-16	San Gabriel Pkwy	From 1,760' W OF LAKELINE BLVD To 1,400' W OF BAGDAD RD	0.76	2	New 6-Lane Arterial (1/3)	New	100%	840	1273	0	1,273	\$ 5,800,000	\$ 5,800,000
A-17	San Gabriel Pkwy	From 1,400' W OF BAGDAD RD To 165' W OF BAGDAD RD	0.24	2	New 6-Lane Arterial (1/3)	New	50%	840	203	0	203	\$ 1,900,000	\$ 950,000
A-18	San Gabriel Pkwy	From BAGDAD RD To N US 183	1.46	4	Widen 6-Lane Arterial (2/3)	1348	100%	840	4911	1970	2,941	\$ 9,500,000	\$ 9,500,000
A-19	Hero Way	From SAN GABRIEL PKWY To 1,100' E OF SAN GABRIEL PKWY	0.21	4	Widen 4-Lane Arterial	420	50%	840	352	44	308	\$ 1,900,000	\$ 950,000
A-20, C-13	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	4	Widen 4-Lane Arterial	338	50%	840	1817	183	1,634	\$ 11,100,000	\$ 5,550,000
A-21, C-14	Hero Way	From LAKELINE BLVD To US 183	2.51	4	Access Management	2250	50%	840	4223	2828	1,395	\$ 22,757,707	\$ 11,378,854
A-22	Live Oak Rd	From LAKELINE BLVD To WESTERN CITY LIMITS	1.37	2	New Collector	New	100%	760	2075	0	2,075	\$ 9,900,000	\$ 9,900,000
A-23	Live Oak Rd	From LAKELINE BLVD To 2240' E OF LAKELINE BLVD	0.42	2	New Collector	New	50%	760	322	0	322	\$ 3,100,000	\$ 1,550,000
A-24	Live Oak Rd	From BAGDAD RD To 1725' W OF BAGDAD RD	0.33	2	Widen Collector	52	100%	760	496	17	479	\$ 2,000,000	\$ 2,000,000
Total								19,520	39,489	10,764	28,725	\$ 121,060,907	\$ 92,294,691

Intersection Projects

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Total Project Cost	Total Project Cost in Service Area
ABCDI-1	Other Capacity	US 183 and Hero Way	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
Total					\$ 2,298,750	\$ 574,688

2022 Roadway Impact Fee Study Cost per Service Area: \$ 28,750
Total Cost in Service Area A: \$ 92,898,129

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent in Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]
5. "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).
6. These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study
CIP Service Units of Supply
Service Area B

Last Modified: 12/15/2021

Roadway Projects

Project #	Street Name	Project Limits	Length (Miles)	Future Lanes	Impact Fee Class	Peak Hour Volume	Percent in Service Area	Veh-MI Capacity Pk-Hr Per Ln	Veh-MI Supply Pk-Hr Total ¹	Veh-MI Total Demand Pk-Hr ²	Excess Capacity Pk-Hr Veh-MI ³	Total Project Cost	Total Project Cost in Service Area
B-1	Kaufmann Loop	From SH 29 To 875' SW OF SH 29	0.17	2	New 4-Lane Arterial (1/2)	New	100%	840	280	0	280	\$ 1,800,000	\$ 1,800,000
B-2	CR 270	From N US 183 To 965' E OF N US 183	0.20	2	Widen Substandard	458	100%	760	309	93	216	\$ 1,200,000	\$ 1,200,000
B-3	CR 270	From 825' S OF ORCHARD DR To PVT RD 918	0.65	2	Widen Substandard	458	50%	760	493	149	344	\$ 4,000,000	\$ 2,000,000
B-4	CR 270	From 300' S OF NORWOOD DR To 250' N OF SAN GABRIEL PKWY	0.29	2	Widen Substandard	458	50%	760	223	67	156	\$ 1,900,000	\$ 950,000
B-5	CR 270	From 250' N OF SAN GABRIEL PKWY To SAN GABRIEL PKWY	0.05	2	Widen Substandard	458	100%	760	75	23	52	\$ 400,000	\$ 400,000
B-6	CR 270	From 190' S OF SAN GABRIEL PKWY To 410' S OF SAN GABRIEL PKWY	0.04	2	Widen Substandard	396	50%	760	30	8	22	\$ 200,000	\$ 100,000
B-7	CR 270	From 410' S OF SAN GABRIEL PKWY To 680' S OF SAN GABRIEL PKWY	0.05	2	Widen Substandard	396	100%	760	72	19	53	\$ 400,000	\$ 400,000
B-8	CR 270	From 680' S OF SAN GABRIEL PKWY To 1,500' S OF SAN GABRIEL PKWY	0.15	2	Widen Substandard	396	50%	760	116	30	86	\$ 1,000,000	\$ 500,000
B-9	CR 270	From 2,400' N OF HERO WAY To 1,990' N OF HERO WAY	0.08	2	Widen Substandard	396	100%	760	121	32	89	\$ 500,000	\$ 500,000
B-10	CR 270	From 1,990' N OF HERO WAY To 1,550' N OF HERO WAY	0.08	2	Widen Substandard	396	50%	760	61	16	45	\$ 500,000	\$ 250,000
B-11	CR 270	From 1,550' N OF HERO WAY To 405' N OF HERO WAY	0.22	2	Widen Substandard	396	100%	760	331	86	245	\$ 1,400,000	\$ 1,400,000
B-12	CR 270	From 405' N OF HERO WAY To HERO WAY	0.08	2	Widen Substandard	396	100%	760	116	30	86	\$ 500,000	\$ 500,000
B-13	San Gabriel Pkwy	From N US 183 To 183A TOLL RD	0.45	4	Widen 6-Lane Arterial (2/3)	922	100%	840	1517	416	1,101	\$ 3,000,000	\$ 3,000,000
B-14	Raider Way	From SAN GABRIEL PKWY To HERO WAY	0.68	2	New Collector	New	100%	760	1035	0	1,035	\$ 5,000,000	\$ 5,000,000
A-9, B-15	US 183	From US 183A To HERO WAY	1.70	4	Access Management	1780	50%	840	2854	1512	1,342	\$ 3,200,000	\$ 1,600,000
B-16	San Gabriel Pkwy	From CR 270 To 1,415' E of CR 270	0.27	2	New 4-Lane Arterial (1/2)	36	50%	840	225	5	220	\$ 2,700,000	\$ 1,350,000
B-17	San Gabriel Pkwy	From 1,415' E of CR 270 To 375' W of Logan Del Way	0.31	2	New 4-Lane Arterial (1/2)	New	100%	840	526	0	526	\$ 3,200,000	\$ 3,200,000
B-18	San Gabriel Pkwy	From 865' W of Ronald Reagan Blvd To Ronald Reagan Blvd	0.17	4	Widen 4-Lane Arterial	New	100%	840	557	0	557	\$ 1,500,000	\$ 1,500,000
B-19	Metro Dr	From Leander Dr To Mel Mathis Ave	0.18	2	New Collector	New	100%	760	280	0	280	\$ 4,661,885	\$ 4,661,885
B-20, D-30	Hero Way ROW	From US 183 To RM 2243	2.34	3	New 3-Lane Frontage	394	50%	760	2671	462	2,209	\$ 13,900,000	\$ 6,950,000
Total								15,680	11,892	2,947	8,945	\$ 50,961,885	\$ 37,261,885

Intersection Projects

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Total Project Cost	Total Project Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
BI-1	Signal	San Gabriel Pkwy and Ronald Reagan Blvd	TMP	100%	\$ 400,000	\$ 400,000
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	CIP	50%	\$ 400,000	\$ 200,000
Total					\$ 3,098,750	\$ 1,174,688

2022 Roadway Impact Fee Study Cost per Service Area: \$ 28,750
Total Cost in Service Area B: \$ 38,465,323

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent in Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]
5. "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).
6. These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study
CIP Service Units of Supply
Service Area C

Last Modified: 12/15/2021

Roadway Projects

Project #	Street Name	Project Limits	Length (Miles)	Future Lanes	Impact Fee Class	Peak Hour Volume	Percent in Service Area	Veh-Mi Capacity Pk-Hr Per Ln	Veh-Mi Supply Pk-Hr Total ¹	Veh-Mi Total Demand Pk-Hr ²	Excess Capacity Pk-Hr Veh-Mi ³	Total Project Cost	Total Project Cost in Service Area
C-1	Nameless Rd	From TRAVISISO PKWY To 2,475' NW OF RM 1431	1.06	4	Widen 4-Lane Arterial	418	50%	840	1,778	221	1,557	\$ 9,400,000	\$ 4,700,000
C-2	Lakeline Blvd	From HERO WAY To 2,815' SE OF HERO WAY	0.55	2	Widen 4-Lane Arterial (1/2)	766	100%	840	932	425	507	\$ 5,000,000	\$ 5,000,000
C-3	Lakeline Blvd	From 2,815' SE OF HERO WAY To 1,765' SE OF VISTA RIDGE	0.64	2	Widen 4-Lane Arterial (1/2)	776	50%	840	539	249	290	\$ 5,700,000	\$ 2,850,000
C-4	Lakeline Blvd	From 1,765' SE OF VISTA RIDGE To 550' NW OF STINNETT DR	0.15	2	Widen 4-Lane Arterial (1/2)	776	100%	840	250	116	134	\$ 1,300,000	\$ 1,300,000
C-5	Bagdad Rd	From HERO WAY To 2,595' S OF HERO WAY	0.49	4	Access Management	1436	100%	840	1630	697	933	\$ 800,000	\$ 800,000
C-6	Bagdad Rd	From 2,595' S OF HERO WAY To 475' N OF VISTA RIDGE DR	0.02	4	Access Management	1436	50%	840	30	13	17	\$ 100,000	\$ 50,000
C-7	Bagdad Rd	From 475' N OF VISTA RIDGE DR To 2,065' S OF OSAGE DR	2.67	4	Access Management	1848	100%	840	8977	4937	4,040	\$ 3,900,000	\$ 3,900,000
C-8	S West Dr	From W SOUTH ST To 870' N OF SONNY DR	0.53	2	Widen Collector	664	100%	760	813	355	458	\$ 3,200,000	\$ 3,200,000
C-9, D-25	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	4	Access Management	2940	50%	840	4769	4173	596	\$ 4,700,000	\$ 2,350,000
C-10	W South St	From WEST DR To US 183	0.19	2	Widen Substandard	460	100%	760	291	88	203	\$ 1,200,000	\$ 1,200,000
C-11	Crystal Falls Pkwy	From CANTINA SKY To FIRST VIEW	0.37	4	Access Management	1576	100%	840	1259	591	668	\$ 500,000	\$ 500,000
C-12	Osage Dr	From 315' E OF PAINTED SKY BEND To BAGDAD RD	2.50	4	Access Management	434	100%	840	8396	1085	7,311	\$ 500,000	\$ 500,000
A-20, C-13	Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	1.08	4	Widen 4-Lane Arterial	338	50%	840	1817	183	1,634	\$ 9,600,000	\$ 4,800,000
A-21, C-14	Hero Way	From LAKELINE BLVD To US 183	2.51	4	Access Management	2250	50%	840	4223	2828	1,395	\$ 22,757,707	\$ 11,378,854
C-15	Municipal Dr	From Nothorn Hills To S West Dr	0.56	2	Widen Collector	36	100%	760	858	20	838	\$ 2,494,024	\$ 2,494,024
Total									12,360	36,562	15,980	\$ 71,151,731	\$ 45,022,878

Intersection Projects

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Total Project Cost	Total Project Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%	\$ 355,000	\$ 177,500
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%	\$ 194,000	\$ 97,000
CI-1	Other Capacity	Crystal Falls Pkwy and Lakeline Blvd	TMP - ICE	100%	\$ 472,250	\$ 472,250
CI-4	Roundabout	W South St and West Dr	2018-GO Bond	100%	\$ 1,200,000	\$ 1,200,000
CI-5	Signal	E Crystal Falls Pkwy and S West St	TMP	100%	\$ 400,000	\$ 400,000
CI-6	Signal	Sonny Dr and Lakeline Blvd	TMP	100%	\$ 400,000	\$ 400,000
CI-7	Signal	Sonny Dr and Bagdad Rd	TMP	100%	\$ 400,000	\$ 400,000
CI-8	Other Capacity	RM 1431 and Travisso Pkwy	TMP	20%	\$ 400,000	\$ 80,000
Total					\$ 6,120,000	\$ 3,801,438

2022 Roadway Impact Fee Study Cost per Service Area: \$ 28,750
Total Cost in Service Area C: \$ 48,853,066

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent in Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]
5. "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).
6. These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.

City of Leander - 2022 Roadway Impact Fee Study

CIP Service Units of Supply Service Area D

Roadway Projects

Last Modified: 12/15/2021

Project #	Street Name	Project Limits	Length (Miles)	Future Lanes	Impact Fee Class	Peak Hour Volume	Percent in Service Area	Veh-Mi Capacity Pk-Hr Per Ln	Veh-Mi Supply Pk-Hr Total ¹	Veh-Mi Total Demand Pk-Hr ²	Excess Capacity Pk-Hr Veh-Mi ³	Total Project Cost	Total Project Cost in Service Area
D-1	Leander Dr	From HAZLEWOOD ST To CRYSTAL FALLS DR	0.88	2	Widen Substandard	92	100%	760	1,340	81	1,259	\$ 5,300,000	\$ 5,300,000
D-2	Horizon Park Blvd	From RM 2243 To CRYSTAL FALLS PKWY	1.54	2	Widen Collector	372	100%	760	2343	573	1,770	\$ 14,300,000	\$ 14,300,000
D-3	Raider Way	From HERO WAY To RM 2243	0.64	2	New Collector	New	100%	760	977	0	977	\$ 4,700,000	\$ 4,700,000
D-4	Raider Way	From RM 2243 To 1,235' S OF RM 2243	0.25	2	New Collector	New	100%	760	381	0	381	\$ 3,200,000	\$ 3,200,000
D-5	CR 175	From RM 2243 To 1,265' SE OF RM 2243	0.24	4	Widen 4-Lane Arterial	250	50%	840	395	29	366	\$ 1,680,000	\$ 840,000
D-6	CR 175	From 1,265' SE OF RM 2243 To 2,315' SE OF RM 2243	0.23	4	Widen 4-Lane Arterial	250	100%	840	765	57	708	\$ 1,680,000	\$ 1,680,000
D-7	CR 175	From 2,315' SE OF RM 2243 To 3,040' SE OF RM 2243	0.14	4	Widen 4-Lane Arterial	250	50%	840	232	17	215	\$ 960,000	\$ 480,000
D-8	CR 175	From 1,855' NW OF WHISPER LN To 40' NW OF CRYSTAL FALLS PKWY	0.91	4	Widen 4-Lane Arterial	250	50%	840	1526	114	1,412	\$ 6,720,000	\$ 3,360,000
D-9	CR 175	From 1,400' SE OF CRYSTAL FALLS PKWY To 500' SE OF PARKSIDE PKWY	0.38	4	Widen 4-Lane Arterial	372	100%	840	1287	142	1,145	\$ 2,720,000	\$ 2,720,000
D-10	CR 175	From 615' NW OF JOURNEY PKWY To JOURNEY PKWY	0.12	4	Widen 4-Lane Arterial	372	50%	840	196	22	174	\$ 880,000	\$ 440,000
D-11	RM 2243	From N US 183 To CR 175	3.21	4	Widen 4-Lane Arterial	1748	100%	840	10788	5613	5,175	\$ 45,100,000	\$ 45,100,000
D-12	RM 2243	From CR 175 To HERO WAY	0.28	4	Widen 4-Lane Arterial	1462	50%	840	478	208	270	\$ 2,600,000	\$ 1,300,000
D-13	Woodview Dr	From 980' W OF N US 183 To N US 183	0.18	2	New Collector	New	100%	760	281	0	281	\$ 6,300,000	\$ 6,300,000
D-14	Crystal Falls Pkwy	From RONALD REAGAN BLVD To 725' E OF RONALD REAGAN BLVD	0.14	4	New 4-Lane Arterial	New	100%	840	462	0	462	\$ 1,400,000	\$ 1,400,000
D-15	Crystal Falls Pkwy	From 1,405' E OF RONALD REAGAN BLVD To 2,185' E OF RONALD REAGAN BLVD	0.15	4	New 4-Lane Arterial	New	100%	840	496	0	496	\$ 1,500,000	\$ 1,500,000
D-16	Crystal Falls Pkwy	From 2,190' E OF RONALD REAGAN BLVD To 1,615' W OF CR 175	0.44	4	New 4-Lane Arterial	New	100%	840	1463	0	1,463	\$ 9,400,000	\$ 9,400,000
D-17	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 590' W OF CR 175	0.19	4	New 4-Lane Arterial	New	50%	840	320	0	320	\$ 1,900,000	\$ 950,000
D-18	Crystal Falls Pkwy	From 1,615' W OF CR 175 To 115' W OF CR 175	0.08	4	New 4-Lane Arterial	New	100%	840	271	0	271	\$ 800,000	\$ 800,000
D-19	Journey Pkwy	From RONALD REAGAN BLVD To 4,025' E OF RONALD REAGAN BLVD	0.76	4	Widen 4-Lane Arterial	1436	100%	840	2560	1094	1,466	\$ 6,700,000	\$ 6,700,000
D-20	Journey Pkwy	From 4,025' E OF RONALD REAGAN BLVD To 4,700' E OF RONALD REAGAN BLVD	0.13	4	Widen 4-Lane Arterial	1436	50%	840	210	90	120	\$ 3,400,000	\$ 1,700,000
D-21	Journey Pkwy	From 4,700' E OF RONALD REAGAN BLVD To 5,000' E OF RONALD REAGAN BLVD	0.05	4	Widen 4-Lane Arterial	1436	100%	840	178	76	102	\$ 1,200,000	\$ 1,200,000
D-22	Journey Pkwy	From 2,575' W OF CR 175 To 1,875' W OF CR 175	0.13	4	Widen 4-Lane Arterial	1436	50%	840	218	93	125	\$ 500,000	\$ 250,000
D-23	Journey Pkwy	From 1,875' W OF CR 175 To CR 175	0.35	4	Widen 4-Lane Arterial	1436	100%	840	1184	506	678	\$ 3,200,000	\$ 3,200,000
D-24	Ronald Reagan Blvd	From RM 2243 To Southern City Limits	2.56	4	Access Management	2714	100%	840	8588	6937	1,651	\$ 4,200,000	\$ 4,200,000
C-9, D-25	US 183	From HERO WAY To 195' S OF OSAGE DR	2.84	4	Access Management	2940	50%	840	4769	4173	596	\$ 4,700,000	\$ 2,350,000
D-26	N East St	From Hero Way To E South St	0.30	2	Widen Collector	New	100%	760	456	0	456	\$ 3,280,852	\$ 3,280,852
D-27	N East St	From E Evans St To E South St	0.21	2	Widen Collector	New	100%	760	320	0	320	\$ 1,100,000	\$ 1,100,000
D-28	Woodview Dr	From US 183A To Raider Way	0.38	2	Widen Collector	302	100%	760	574	114	460	\$ 4,909,533	\$ 4,909,533
D-29	Raider Way	From Woodview Dr To Crystal Falls Pkwy	0.53	2	Widen Collector	300	100%	760	809	160	649	\$ 4,909,533	\$ 4,909,533
B-20, D-30	Hero Way ROW	From US 183 To RM 2243	2.34	3	New 3-Lane Frontage	394	50%	760	2671	462	2,209	\$ 13,900,000	\$ 6,950,000
Total								24,400	46,538	20,560	25,978	\$ 163,139,917	\$ 144,519,917

Intersection Projects

Project #	Project Type	Intersection	Project Source	Percent in Service Area	Total Project Cost	Total Project Cost in Service Area
ABCDI-1	Other Capacity	Hero Way and US 183	TMP - ICE	25%	\$ 298,750	\$ 74,688
ABCDI-2	ITS Upgrades	City of Leander Signal Upgrades	TMP	25%	\$ 2,000,000	\$ 500,000
BDI-2	Signal	Hero Way and Ronald Reagan Blvd	TMP	50%	\$ 400,000	\$ 200,000
CDI-2	Other Capacity	Crystal Falls Pkwy and US 183	TMP - ICE	50%	\$ 355,000	\$ 177,500
CDI-3	Other Capacity	W South St and US 183	TMP - ICE	50%	\$ 194,000	\$ 97,000
DI-1	Innovative Intersection	RM 2243 and Ronald Reagan Blvd	TMP - ICE	100%	\$ 5,000,000	\$ 5,000,000
DI-2	Roundabout	E Woodview Dr and Raider Way	CIP	100%	\$ 1,200,000	\$ 1,200,000
DI-3	Signal	E Crystal Falls Pkwy and Raider Way	CIP	100%	\$ 1,200,000	\$ 1,200,000
DI-4	Signal	Journey Pkwy and CR 175	TMP	100%	\$ 400,000	\$ 400,000
DI-5	Roundabout	Sonny Dr and Leander Dr	TMP	100%	\$ 400,000	\$ 400,000
DI-6	Roundabout	Hazelwood St and Horizon Park Blvd	TMP	100%	\$ 1,200,000	\$ 1,200,000
Total					\$ 12,647,750	\$ 10,449,188

2022 Roadway Impact Fee Study Cost per Service Area: \$ 28,750
Total Cost in Service Area D: \$ 154,997,855

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent in Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]
5. "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).
6. These planning level cost projections listed in these tables have been developed for impact fee calculations only and should not be used for any future Capital Improvement Planning within the City of Leander. These planning level cost projections shall not supersede the City's design standards or the determination of the City Engineer for a specific project.



Appendix C – Existing Facilities Inventory

City of Leander - 2022 Roadway Impact Fee Study
Existing Street Facilities Inventory

Service Area A

Street Name	Project Limits	Length (Feet)	Length (Miles)	Existing Thru Lanes		Existing Cross- Section	Percent in Service Area	PM Peak Hour Volumes (Vehicles per Hour)		Peak Hour Capacity (Vehicle-Miles per Lane)		Total Peak Hour Supply (Vehicle-Miles) ¹		Total Peak Hour Demand (Vehicle-Miles) ²		Excess Peak Hour Capacity (Vehicle-Miles) ³		Existing Peak Hour Deficiencies (Vehicle- Miles) ⁴	
				NB / EB	SB / WB			NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB
Lakeline Blvd	From 1,125' S OF CR 281 To 1,635' S OF CR 280	3,506	0.66	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Lakeline Blvd	From LIVE OAK RD To 1,635 S OF CR 280	5,438	1.03	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Lakeline Blvd	From 1,635' S OF CR 280 To 75' N OF BAGDAD RD	1,061	0.20	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Lakeline Blvd	From 480' N OF OLD 2243 WEST To OLD 2243 WEST	501	0.09	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Bagdad Rd	From 1300' N OF CR 281 To CR 281	1,362	0.26	1	1	2U	50%	458	458	640	640	83	83	59	59	23	23		
Bagdad Rd	From CR 281 To 930' NW OF W SAN GABRIEL PKWY	12,729	2.41	1	1	2U	100%	458	458	640	640	1,543	1,543	1,104	1,104	439	439		
Bagdad Rd	From 930' NW OF W SAN GABRIEL PKWY To 380' NW OF W SAN GABRIEL PKWY	557	0.11	2	2	5U	50%	412	412	720	720	76	76	22	22	54	54		
Bagdad Rd	From 380' NW OF W SAN GABRIEL PKWY To HERO WAY	7,452	1.41	2	2	5U	100%	634	634	720	720	2,032	2,032	895	895	1,138	1,138		
US 183	From US 183A To HERO WAY	8,969	1.70	2	2	4U	50%	890	890	660	660	1,121	1,121	756	756	365	365		
CR 280	From 1,725' W OF LAKELINE BLVD To 530' E OF LAKELINE BLVD	2,271	0.43	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
CR 280	From 1,965 W OF BAGDAD RD To BAGDAD RD	2,086	0.40	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Heritage Grove Rd	From HALSEY DR To 1,295' W OF W BROADE ST	1,678	0.32	1	1	2U	100%	53	53	640	640	203	203	17	17	187	187		
Heritage Grove Rd	From 1,295' W OF W BROADE ST To 460' E OF W BROADE ST	834	0.16	1	1	2U	50%	53	53	640	640	51	51	4	4	46	46		
Heritage Grove Rd	From 460' W OF W BROADE ST To W BROADE ST	464	0.09	1	1	2U	100%	53	53	640	640	56	56	5	5	52	52		
San Gabriel Pkwy	From LAKELINE BLVD To 1,760' E OF LAKELINE BLVD	1,803	0.34	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
San Gabriel Pkwy	From 1,760' W OF LAKELINE BLVD To 1,400' W OF BAGDAD RD	4,002	0.76	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
San Gabriel Pkwy	From 1,400' W OF BAGDAD RD To 165' W OF BAGDAD RD	1,273	0.24	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
San Gabriel Pkwy	From BAGDAD RD To N US 183	7,717	1.46	1	1	2U	100%	674	674	640	640	935	935	985	985	-50	-50	50	50
Hero Way	From SAN GABRIEL PKWY To 1,100' E OF SAN GABRIEL PKWY	1,107	0.21	1	1	2U	50%	210	210	640	640	67	67	22	22	45	45		
Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	5,712	1.08	1	1	2U	50%	169	169	640	640	346	346	91	91	255	255		
Hero Way	From LAKELINE BLVD To US 183	13,271	2.51	2	2	5U	50%	1,125	1,125	720	720	1,810	1,810	1,414	1,414	396	396		
Live Oak Rd	From LAKELINE BLVD To WESTERN CITY LIMITS	7,209	1.37	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Live Oak Rd	From LAKELINE BLVD To 2240' E OF LAKELINE BLVD	2,237	0.42	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Live Oak Rd	From BAGDAD RD To 1725' W OF BAGDAD RD	1,722	0.33	1	1	2U	100%	26	26	640	640	209	209	8	8	200	200		
Subtotal		94,961	17.99	-	-	-	-	-	-	-	-	8,532	8,532	5,382	5,382	3,150	3,150	50	50
Total		94,961	17.99	-	-	-	-	-	-	-	-	17,064		10,764		6,300		100	

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]

2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent In Service Area) [Vehicle-Miles]

3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]

4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]

Note: "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).

City of Leander - 2022 Roadway Impact Fee Study
Existing Street Facilities Inventory

Service Area B

Street Name	Project Limits	Length (Feet)	Length (Miles)	Existing Thru Lanes		Existing Cross- Section	Percent in Service Area	PM Peak Hour Volumes (Vehicles per Hour)		Peak Hour Capacity (Vehicle-Miles per Lane)		Total Peak Hour Supply (Vehicle-Miles) ¹		Total Peak Hour Demand (Vehicle-Miles) ²		Excess Peak Hour Capacity (Vehicle-Miles) ³		Existing Peak Hour Deficiencies (Vehicle- Miles) ⁴	
				NB / EB	SB / WB			NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB
Kaufmann Loop	From SH 29 To 875' SW OF SH 29	881	0.17	1	1	3U	100%	0	0	760	760	127	127	N/A	N/A	N/A	N/A		
CR 270	From N US 183 To 965' E OF N US 183	1,074	0.20	1	1	2U-S	100%	229	229	510	510	104	104	47	47	57	57		
CR 270	From 825' S OF ORCHARD DR To PVT RD 918	3,427	0.65	1	1	2U-S	50%	229	229	510	510	165	165	74	74	91	91		
CR 270	From 300' S OF NORWOOD DR To 250' N OF SAN GABRIEL PKWY	1,550	0.29	1	1	2U-S	50%	229	229	510	510	75	75	34	34	41	41		
CR 270	From 250' N OF SAN GABRIEL PKWY To SAN GABRIEL PKWY	260	0.05	1	1	2U-S	100%	229	229	510	510	25	25	11	11	14	14		
CR 270	From 190' S OF SAN GABRIEL PKWY To 410' S OF SAN GABRIEL PKWY	208	0.04	1	1	2U-S	50%	198	198	510	510	10	10	4	4	6	6		
CR 270	From 410' S OF SAN GABRIEL PKWY To 680' S OF SAN GABRIEL PKWY	252	0.05	1	1	2U-S	100%	198	198	510	510	24	24	9	9	15	15		
CR 270	From 680' S OF SAN GABRIEL PKWY To 1,500' S OF SAN GABRIEL PKWY	809	0.15	1	1	2U-S	50%	198	198	510	510	39	39	15	15	24	24		
CR 270	From 2,400' N OF HERO WAY To 1,990' N OF HERO WAY	422	0.08	1	1	2U-S	100%	198	198	510	510	41	41	16	16	25	25		
CR 270	From 1,990' N OF HERO WAY To 1,550' N OF HERO WAY	423	0.08	1	1	2U-S	50%	198	198	510	510	20	20	8	8	12	12		
CR 270	From 1,550' N OF HERO WAY To 405' N OF HERO WAY	1,149	0.22	1	1	2U-S	100%	198	198	510	510	111	111	43	43	68	68		
CR 270	From 405' N OF HERO WAY To HERO WAY	404	0.08	1	1	2U-S	100%	198	198	510	510	39	39	15	15	24	24		
San Gabriel Pkwy	From N US 183 To 183A TOLL RD	2,384	0.45	1	1	2U	100%	461	461	640	640	289	289	208	208	81	81		
Raider Way	From SAN GABRIEL PKWY To HERO WAY	3,596	0.68	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
US 183	From US 183A To HERO WAY	8,969	1.70	2	2	4U	50%	890	890	660	660	1,121	1,121	756	756	365	365		
San Gabriel Pkwy	From CR 270 To 1,415' E of CR 270	1,414	0.27	0	0	N/A	50%	18	18	0	0	0	0	2	2	-2	-2	2	2
San Gabriel Pkwy	From 1,415' E of CR 270 To 375' W of Logan Del Way	1,654	0.31	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
San Gabriel Pkwy	From 865' W of Ronald Reagan Blvd To Ronald Reagan Blvd	875	0.17	1	1	2U	100%	0	0	640	640	106	106	N/A	N/A	N/A	N/A		
Metro Dr	From Leander Dr To Mel Mathis Ave	974	0.18	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Hero Way ROW	From US 183 To RM 2243	12,372	2.34	1	1	2U	50%	197	197	640	640	750	750	231	231	519	519		
Subtotal		43,096	8.16	-	-	-	-	-	-	-	-	3,047	3,047	1,474	1,474	1,340	1,340	2	2
Total		43,096	8.16	-	-	-	-	-	-	-	-	6,093		2,947		2,680		4	

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent in Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]

Note: "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).

City of Leander - 2022 Roadway Impact Fee Study
Existing Street Facilities Inventory

Service Area C

Street Name	Project Limits	Length (Feet)	Length (Miles)	Existing Thru Lanes		Existing Cross- Section	Percent in Service Area	PM Peak Hour Volumes (Vehicles per Hour)		Peak Hour Capacity (Vehicle-Miles per Lane)		Total Peak Hour Supply (Vehicle-Miles) ¹		Total Peak Hour Demand (Vehicle-Miles) ²		Excess Peak Hour Capacity (Vehicle-Miles) ³		Existing Peak Hour Deficiencies (Vehicle- Miles) ⁴	
				NB / EB	SB / WB			NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB
Nameless Rd	From TRAVISSE PKWY To 2,475' NW OF RM 1431	5,587	1.06	1	1	2U-S	50%	209	209	510	510	270	270	111	111	159	159		
Lakeline Blvd	From HERO WAY To 2,815' SE OF HERO WAY	2,930	0.55	1	1	2U	100%	383	383	640	640	355	355	213	213	143	143		
Lakeline Blvd	From 2,815' SE OF HERO WAY To 1,765' SE OF VISTA RIDGE	3,388	0.64	1	1	2U	50%	388	388	640	640	205	205	124	124	81	81		
Lakeline Blvd	From 1,765' SE OF VISTA RIDGE To 550' NW OF STINNETT DR	786	0.15	1	1	2U	100%	388	388	640	640	95	95	58	58	38	38		
Bagdad Rd	From HERO WAY To 2,595' S OF HERO WAY	2,561	0.49	2	2	5U	100%	718	718	720	720	699	699	348	348	350	350		
Bagdad Rd	From 2,595' S OF HERO WAY To 475' N OF VISTA RIDGE DR	95	0.02	2	2	5U	50%	718	718	720	720	13	13	6	6	6	6		
Bagdad Rd	From 475' N OF VISTA RIDGE DR To 2,065' S OF OSAGE DR	14,107	2.67	2	2	5U	100%	924	924	720	720	3,847	3,847	2,469	2,469	1,379	1,379		
S West Dr	From W SOUTH ST To 870' N OF SONNY DR	2,822	0.53	1	1	2U-S	100%	332	332	510	510	273	273	177	177	95	95		
US 183	From HERO WAY To 195' S OF OSAGE DR	14,989	2.84	2	2	5U	50%	1,470	1,470	720	720	2,044	2,044	2,087	2,087	-43	-43	43	43
W South St	From WEST DR To US 183	1,012	0.19	1	1	2U-S	100%	230	230	510	510	98	98	44	44	54	54		
Crystal Falls Pkwy	From CANTINA SKY To FIRST VIEW	1,979	0.37	1	1	2D	100%	788	788	640	640	240	240	295	295	-55	-55	55	55
Osage Dr	From 315' E OF PAINTED SKY BEND To BAGDAD RD	13,194	2.50	1	1	2U	100%	217	217	640	640	1,599	1,599	542	542	1,057	1,057		
Hero Way	From 1,100' E OF SAN GABRIEL PKWY To 900' W OF LAKELINE BLVD	5,712	1.08	1	1	2U	50%	169	169	640	640	346	346	91	91	255	255		
Hero Way	From LAKELINE BLVD To US 183	13,271	2.51	2	2	5U	50%	1,125	1,125	720	720	1,810	1,810	1,414	1,414	396	396		
Municipal Dr	From Nothern Hills To S West Dr	2,980	0.56	1	1	2U-S	100%	18	18	510	510	288	288	10	10	278	278		
Subtotal		85,413	16.18	-	-	-	-	-	-	-	-	12,182	12,182	7,990	7,990	4,192	4,192	98	98
Total		85,413	16.18	-	-	-	-	-	-	-	-	24,363	24,363	15,980	15,980	8,383	8,383	196	196

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]
2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent In Service Area) [Vehicle-Miles]
3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]
4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]

Note: "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).

City of Leander - 2022 Roadway Impact Fee Study
Existing Street Facilities Inventory

Service Area D

Street Name	Project Limits	Length (Feet)	Length (Miles)	Existing Thru Lanes		Existing Cross- Section	Percent in Service Area	PM Peak Hour Volumes (Vehicles per Hour)		Peak Hour Capacity (Vehicle-Miles per Lane)		Total Peak Hour Supply (Vehicle-Miles) ¹		Total Peak Hour Demand (Vehicle-Miles) ²		Excess Peak Hour Capacity (Vehicle-Miles) ³		Existing Peak Hour Deficiencies (Vehicle- Miles) ⁴	
				NB / EB	SB / WB			NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB	NB / EB	SB / WB
Leander Dr	From HAZLEWOOD ST To CRYSTAL FALLS DR	4,654	0.88	1	1	2U-S	100%	46	46	510	510	450	450	41	41	409	409		
Horizon Park Blvd	From RM 2243 To CRYSTAL FALLS PKWY	8,137	1.54	1	1	2U-S	100%	186	186	510	510	786	786	287	287	499	499		
Raider Way	From HERO WAY To RM 2243	3,392	0.64	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Raider Way	From RM 2243 To 1,235' S OF RM 2243	1,324	0.25	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
CR 175	From RM 2243 To 1,265' SE OF RM 2243	1,241	0.24	1	1	2U-S	50%	125	125	510	510	60	60	15	15	45	45		
CR 175	From 1,265' SE OF RM 2243 To 2,315' SE OF RM 2243	1,202	0.23	1	1	2U-S	100%	125	125	510	510	116	116	28	28	88	88		
CR 175	From 2,315' SE OF RM 2243 To 3,040' SE OF RM 2243	730	0.14	1	1	2U-S	50%	125	125	510	510	35	35	9	9	27	27		
CR 175	From 1,855' NW OF WHISPER LN To 40' NW OF CRYSTAL FALLS PKWY	4,796	0.91	1	1	2U-S	50%	125	125	510	510	232	232	57	57	175	175		
CR 175	From 1,400' SE OF CRYSTAL FALLS PKWY To 500' SE OF PARKSIDE PKWY	2,022	0.38	1	1	2U-S	100%	186	186	510	510	195	195	71	71	124	124		
CR 175	From 615' NW OF JOURNEY PKWY To JOURNEY PKWY	617	0.12	1	1	2U-S	50%	186	186	510	510	30	30	11	11	19	19		
RM 2243	From N US 183 To CR 175	16,953	3.21	1	1	2U-S	100%	874	874	510	510	1,638	1,638	2,806	2,806	-1,169	-1,169	1,169	1,169
RM 2243	From CR 175 To HERO WAY	1,502	0.28	1	1	2U-S	50%	731	731	510	510	73	73	104	104	-31	-31	31	31
Woodview Dr	From 980' W OF N US 183 To N US 183	976	0.18	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Crystal Falls Pkwy	From RONALD REAGAN BLVD To 725' E OF RONALD REAGAN BLVD	726	0.14	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Crystal Falls Pkwy	From 1,405' E OF RONALD REAGAN BLVD To 2,185' E OF RONALD REAGAN BLVD	780	0.15	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Crystal Falls Pkwy	From 2,190' E OF RONALD REAGAN BLVD To 1,615' W OF CR 175	2,299	0.44	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Crystal Falls Pkwy	From 1,615' W OF CR 175 To 590' W OF CR 175	1,004	0.19	0	0	N/A	50%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Crystal Falls Pkwy	From 1,615' W OF CR 175 To 115' W OF CR 175	426	0.08	0	0	N/A	100%	0	0	0	0	0	0	N/A	N/A	N/A	N/A		
Journey Pkwy	From RONALD REAGAN BLVD To 4,025' E OF RONALD REAGAN BLVD	4,022	0.76	1	1	3U	100%	718	718	760	760	579	579	547	547	32	32		
Journey Pkwy	From 4,025' E OF RONALD REAGAN BLVD To 4,700' E OF RONALD REAGAN BLVD	661	0.13	1	1	3U	50%	718	718	760	760	48	48	45	45	3	3		
Journey Pkwy	From 4,700' E OF RONALD REAGAN BLVD To 5,000' E OF RONALD REAGAN BLVD	279	0.05	1	1	3U	100%	718	718	760	760	40	40	38	38	2	2		
Journey Pkwy	From 2,575' W OF CR 175 To 1,875' W OF CR 175	685	0.13	1	1	3U	50%	718	718	760	760	49	49	47	47	3	3		
Journey Pkwy	From 1,875' W OF CR 175 To CR 175	1,860	0.35	1	1	3U	100%	718	718	760	760	268	268	253	253	15	15		
Ronald Reagan Blvd	From RM 2243 To Southern City Limits	13,495	2.56	2	2	4D	100%	1,357	1,357	840	840	4,294	4,294	3,468	3,468	826	826		
US 183	From HERO WAY To 195' S OF OSAGE DR	14,989	2.84	2	2	5U	50%	1,470	1,470	720	720	2,044	2,044	2,087	2,087	-43	-43	43	43
N East St	From Hero Way To E South St	1,583	0.30	1	1	2U-G	100%	0	0	100	100	30	30	N/A	N/A	N/A	N/A		
N East St	From E Evans St To E South St	1,111	0.21	1	1	2U-G	100%	0	0	100	100	21	21	N/A	N/A	N/A	N/A		
Woodview Dr	From US 183A To Raider Way	1,996	0.38	1	1	2U	100%	151	151	640	640	242	242	57	57	185	185		
Raider Way	From Woodview Dr To Crystal Falls Pkwy	2,809	0.53	1	1	2U	100%	150	150	640	640	341	341	80	80	261	261		
Hero Way ROW	From US 183 To RM 2243	12,372	2.34	1	1	2U	50%	197	197	640	640	750	750	231	231	519	519		
Subtotal		108,644	20.58	-	-	-	-	-	-	-	-	12,318	12,318	10,280	10,280	1,987	1,987	1,243	1,243
Total		108,644	20.58	-	-	-	-	-	-	-	-	24,637	20,560			3,975		2,486	

Notes:

1. Total Peak Hour Supply = (Length in Miles)(Number of Existing Lanes)(Peak Hour Capacity per Lane)(Percent in Service Area) [Vehicle-Miles]

2. Total Peak Hour Demand = (Length in Miles)(PM Peak Hour Volume)(Percent In Service Area) [Vehicle-Miles]

3. Excess Peak Hour Capacity = (Total Peak Hour Supply) - (Total Peak Hour Demand) [Vehicle-Miles]

4. Existing Peak Hour Deficiencies = (Total Peak Hour Demand) - (Total Peak Hour Supply) [Vehicle-Miles]

Note: "Length (Miles)" are displayed as rounded lengths to the nearest 0.01 miles. Calculations were performed using exact mileage length (Length in Feet / 5,280 Feet per Mile).



Appendix D – Plan for Awarding the Roadway Impact Fee Credit Summary



Appendix E – Plan for Awarding the Roadway Impact Fee Credit Supporting Exhibits