City of Westlake

Planning and Zoning Department – Staff Report

City Council Meeting 11/10/2026

PETITION DESCRIPTION

PETITION NUMBER: SPM-2026-02 *James Business Park Site Plan Modification*
OWNER: JAMES BUSINESS PARK LLC
APPLICANT: Cotleur & Hearing
PCN: Portion of 77-41-43-05-06-006-0000

REQUEST

The applicant is requesting approval of a Site Plan Modification for James Business Park, located at 17035 Persimmon Boulevard West, to accommodate an overnight kennel providing dog day care, overnight boarding, and grooming within an existing 10,855 square-foot tenant space in Unit 700 (Bay 3A) of the North Building. The proposal includes an approximately 1,840square-foot fenced outdoor pet relief and play area within an existing loading area, associated exterior improvements, revised parking and loading calculations, and an amendment to Condition 2 of Development Order SPR-2022-01 concerning allowable uses within the development.

SUMMARY

The applicant is requesting approval of a Site Plan Modification to accommodate a dog day care, overnight boarding, and grooming facility within the existing 135,541-square-foot North Building at James Business Park. The development contains two buildings totaling 145,643 square feet. The proposed facility will occupy approximately 10,855 square feet, including approximately 2,435 square feet dedicated to animal boarding areas, with the remaining space accommodating reception, offices, grooming, indoor daycare, circulation, and support functions.

The proposed facility will provide indoor pet care services, including daycare, overnight boarding, grooming, and customer drop-off and pick-up. In addition, the applicant proposes a fenced outdoor pet relief area measuring approximately 1,840 square feet within the existing loading area along the east side of the building.

The proposed use requires 11 parking spaces, resulting in a total overall parking requirement of 200 spaces for the development. The existing development provides 224 parking spaces, exceeding the required minimum. The proposed modification also reduces the number of loading spaces from 40 to 38. Three designated parking spaces are proposed for customer drop-off and pick-up to accommodate the operational needs of the facility.

Condition 2 of Development Order SPR-2022-01 requires all uses to comply with the Code definition of “Light Industrial Uses.” In its October 14, 2026 justification letter, the applicant requests amendment of that condition to allow “Light Industrial Uses or Commercial Uses.” The requested wording would broaden the allowable uses throughout James Business Park beyond the proposed kennel tenant.

Staff recommends permitting conditional uses expressly approved by the City Council and incorporated into the approved site plan and development order, while retaining the existing light industrial use restriction for other uses. This approach accommodates the proposed overnight kennel through CU-2026-01 without broadly authorizing commercial uses throughout the development.

The overnight kennel is separately evaluated under Conditional Use application CU-2026-01, scheduled for City Council consideration on November 10, 2026. CU-2026-01 approval is contingent upon approval of SPM-2026-02, including amendment of Condition 2 to accommodate the proposed use.

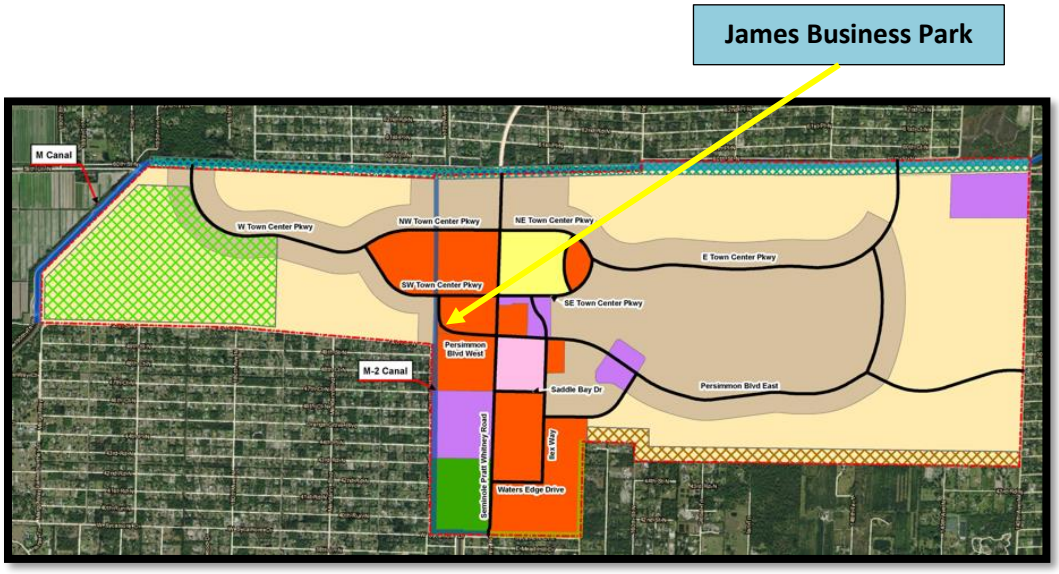
STAFF RECOMMENDATION

Based upon the facts and findings contained herein, the above-mentioned application meets all of the required City of Westlake land development regulations. The Planning and Zoning and Engineering Departments recommend the following Conditions of Approval:

1. Condition 2 of Development Order SPR-2022-01 shall be amended to read:
   "All uses within James Business Park shall comply with the Code definition of 'Light Industrial Uses,' except for conditional uses expressly approved by the City Council and incorporated into the approved site plan and development order. All such conditional uses shall remain subject to the applicable conditional use approval and conditions imposed by the City Council."
2. Required fencing, gates, ramp, shade structures, and drainage improvements shall be completed before commencement of outdoor animal activities.
3. Required parking, loading areas, service circulation, pedestrian access, and emergency access shall remain unobstructed and available for their approved purposes.
4. Approval of SPM-2026-02 does not independently authorize operation of the overnight kennel. Separate approval of CU-2026-01 is required.
5. All other conditions of Development Order SPR-2022-01, as previously amended, shall remain in effect except as expressly modified by this approval.

PETITION FACTS

a. Total Gross Site Area: 11.66 acres
b. Building Data: North Building 135,540 sq. ft.; South Building 10,103 sq. ft. (total 145,643 Sq. Ft. for light-industrial warehouse)
c. Land Use and Zoning
   Existing Land Use: Industrial Warehouse
   Future Land Use: Downtown Mixed Use
   Zoning: Mixed Use



BACKGROUND

James Business Park is an existing two-building development within Tract A in the southwestern portion of Pod G. The proposed facility will occupy Unit 700 (Bay 3A) of the North Building. The application includes modifications to the tenant's existing loading area and an amendment to Condition 2 of Development Order SPR-2022-01.

- On May 24, 2021, the City Council approved the plat for Pod G Southwest.
- On July 5, 2022, the City Council approved the site plan for the two-building development totaling 145,643 square feet.
- On July 5, 2022, the City Council approved a Master Sign Plan (MSP) for the subject development, which included 22 waivers.
- On May 3, 2024, the development received approval for a Minor Site Plan Modification to add one (1) FPL transformer and remove light poles from the rear of Building 1.
- On August 23, 2024, the development received approval for a Minor Site Plan Modification to allow indoor recreational use on the subject site.
- On January 16, 2026, the development received approval for a site plan modification to accommodate the parking requirements associated with the indoor recreational use.

STAFF ANALYSIS

The proposed Site Plan Modification accommodates a 10,855-square-foot dog day care, overnight boarding, and grooming facility within Unit 700 (Bay 3A) of the existing North Building. No expansion of the principal building footprint is proposed.

Exterior improvements are concentrated within an existing loading area on the east side of the building. The proposal includes an approximately 1,840-square-foot outdoor pet relief and play area, white PVC fencing and gates, synthetic pet turf over an AirGrid drainage base, three approximately 16-foot-by-20-foot shade sails, and a ramp connecting the tenant space to the outdoor area through an existing overhead door.

The applicant also proposes a curb and a five-foot-wide landscaped infiltration strip to receive liquids from the outdoor turf area. The final drainage and containment design, including its capacity and handling of rinse water and animal-related liquids, shall be subject to City Engineering review and approval before construction.

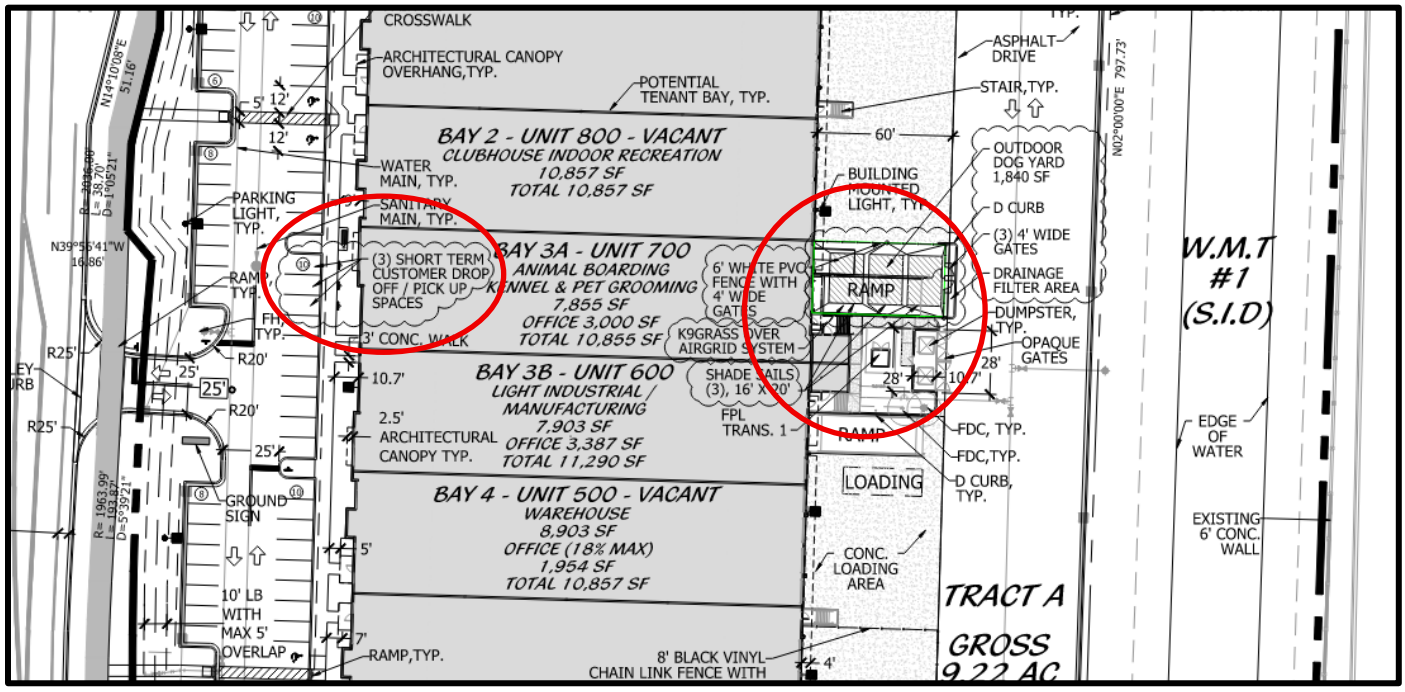
PARKING AND LOADING

The submitted parking analysis identifies an overall development requirement of 200 parking spaces, with 224 spaces provided, resulting in a surplus of 24 spaces. Three spaces near the tenant entrance are designated for short-term customer drop-off and pick-up. The proposal reduces the number of loading spaces provided from 40 to 38 by converting an existing loading area serving Unit 700 (Bay 3A) to the outdoor enclosure.

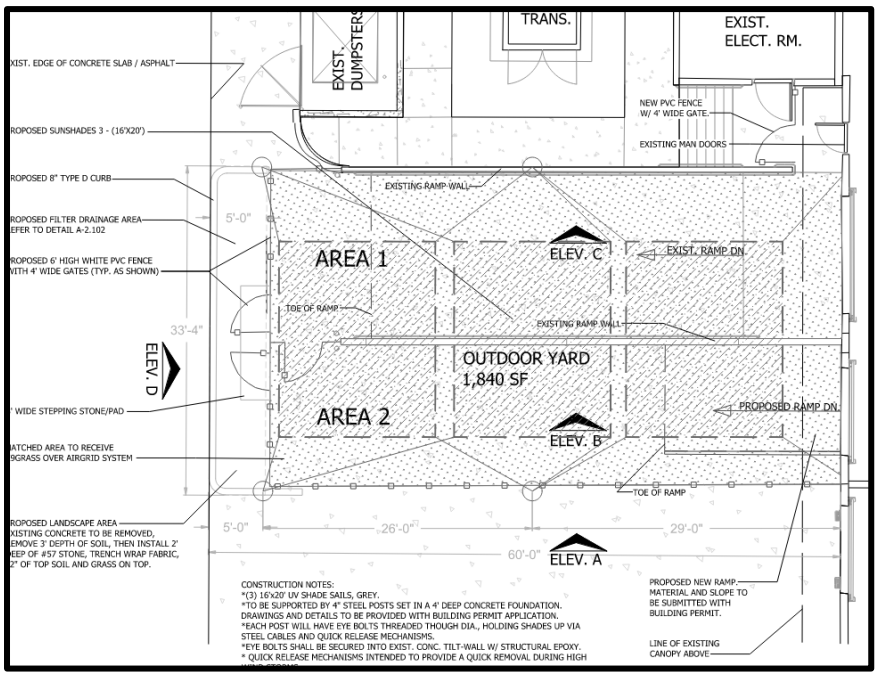
The proposed improvements are limited to an existing developed portion of the site and do not expand the principal building footprint. The recommended conditions require construction in

accordance with the approved plans, Engineering approval of the outdoor drainage design, and preservation of required parking, loading, pedestrian access, service circulation, and emergency access. Operational characteristics, including animal capacity, outdoor hours, supervision, noise mitigation, and sanitation, are evaluated separately under CU-2026-01.

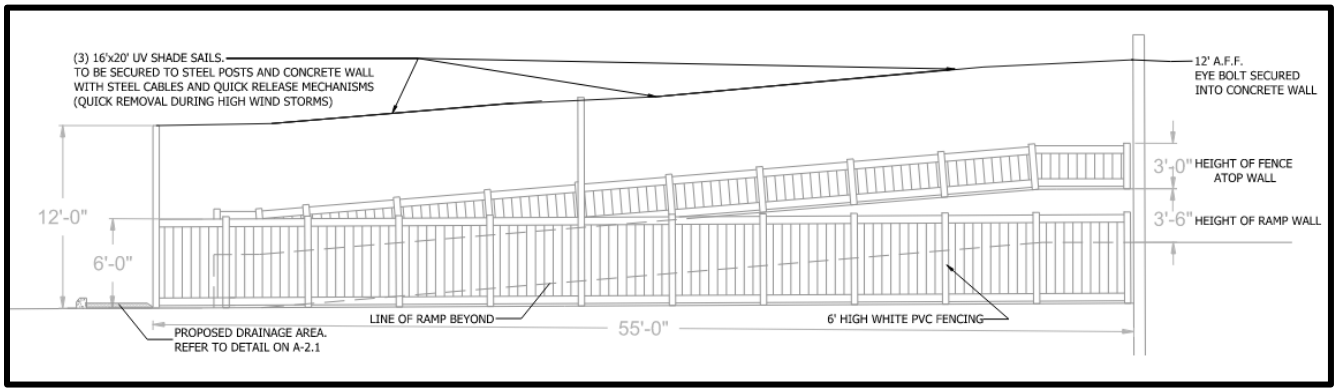
Proposed Site Improvements



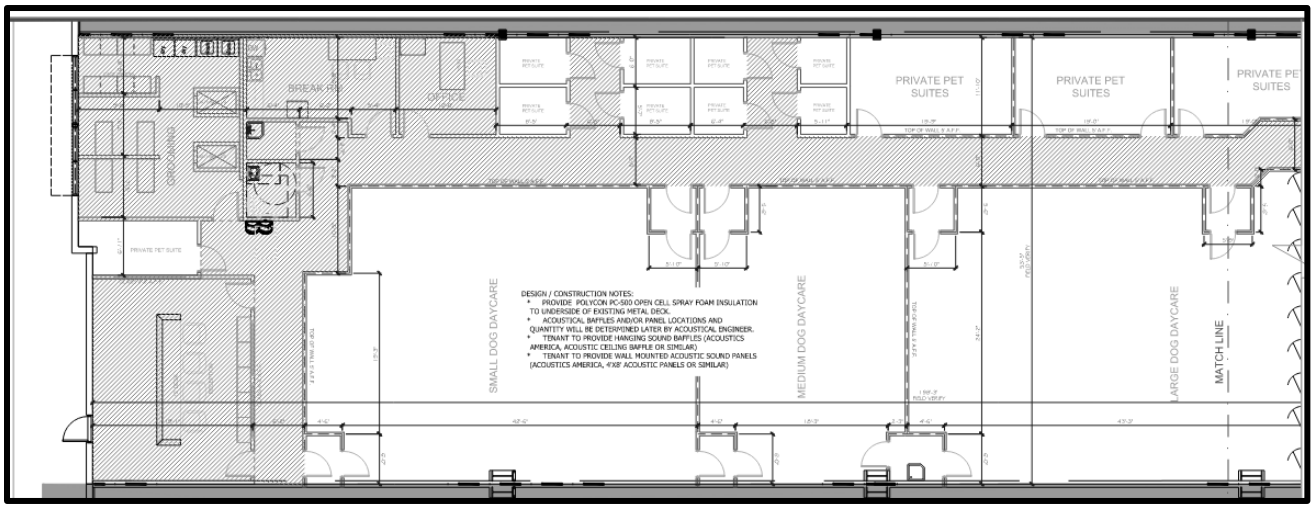
Proposed Outdoor Area

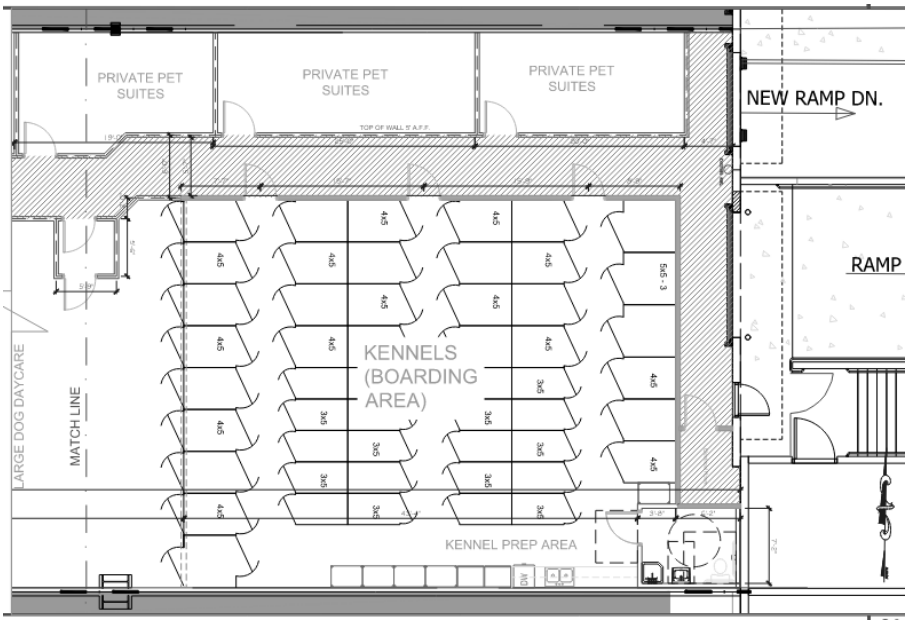


Proposed Ramp



Proposed Floor Plan





Traffic
All material traffic comments were addressed. The total trips projected for this application do not exceed the approved trips for Westlake per the Development Order.

Fire Rescue
The site plan application was reviewed by Mr. Wesley Jolin, IAAI-CFI, Fire Safety Specialist, from Palm Beach County Fire Rescue with no further comments.

FINAL REMARKS
SPM-2026-02 is scheduled for City Council consideration on November 10, 2026, following consideration of companion Conditional Use application CU-2026-01. The public hearing was advertised in compliance with the City's code. The subject application was reviewed by the City of Westlake Staff (Planning and Zoning, Engineering) and Palm Beach County Fire Rescue. Please see enclosed letter from City Engineer.