

# CITY OF WESTLAKE



## MINUTES

**Local Planning Agency Meeting**  
Monday, April 11, 2022, at 6:00 PM

Westlake Council Chambers  
4005 Seminole Pratt Whitney Road  
Westlake, Florida 33470

### **CITY COUNCIL:**

JohnPaul O'Connor, Mayor  
Vacant, Vice Mayor  
Pilar Valle Ron, Council Member – Seat 1  
Julian Martinez, Council Member – Seat 2  
Greg Langowski, Council Member – Seat 4

### **CITY STAFF:**

Ken Cassel, City Manager  
Zoie P. Burgess, CMC, City Clerk  
Donald J. Doody, Esq., City Attorney  
Nilsa Zacarias, Planning and Zoning Director

A Local Planning Agency meeting of the City Council of the City of Westlake was held on Monday, April 11, 2022, at 6:00 PM., at the Westlake Community Center, 4005 Seminole Pratt Whitney Road. Members of the public also participated in the meeting through electronic means and accessed as follows:

1. Join the Webex meeting from your computer, tablet or smartphone at the following link:  
<https://cityofwestlake.my.webex.com/>

Meeting ID: 2630 547 0723

Password: hello

2. Participants may also dial in using your phone with any of the following number(s):

United States Toll: +1-408-418-9388

Meeting ID: 2630 547 0723

For participants attending the meeting via WebEx, public comments will be accepted via an electronic comment card, at least 24 hours prior to the public meeting and also acknowledged during the meeting when participants utilize the "raise your hand" feature during the designated time.

Procedures for Public Comment are also provided via the City website:

<https://www.westlakegov.com/cityclerk/page/covid-19-public-meetings>

Ms. Burgess provided further instruction regarding public comments, noting that comments will be acknowledged by the Mayor and accepted at the appropriate times as indicated in the Agenda and those who wish to speak may use the "virtual" hand raise feature.

Ms. Burgess provided the disclaimer that the meeting is being recorded by both voice and video, reminding the audience that microphones are live.

Ms. Burgess further explained that microphones will be muted; audience members have the ability to unmute themselves and anyone that has called in should mute their device.

Ms. Burgess noted that anyone causing a disruption or being inappropriate will be removed from the meeting.

Ms. Burgess reminded Council Members physically present to utilize microphones.

### **CALL TO ORDER**

Mayor O'Connor called the Local Planning Agency meeting of Monday, April 11, 2022, to order at 6:01 PM.

### **ROLL CALL**

Present and constituting a quorum:

Councilman Greg Langowski  
Councilman Julian Martinez  
Councilwoman Pilar Valle Ron  
Mayor JohnPaul O'Connor

**PLEDGE OF ALLEGIANCE**

Mayor O'Connor led the Pledge of Allegiance.

**ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA**

Motion by Councilman Langowski, seconded by Councilwoman Valle Ron.

**UPON ROLL CALL:**

Councilwoman Valle Ron	YES
Mayor O'Connor	YES
Councilman Langowski	YES
Councilman Martinez	YES

With all in favor, motion carried without dissent (4-0).

**CONSENT AGENDA**

*This section of the agenda consists of routine or administrative items that require final approval by the City Council and may be approved in its entirety by a single motion. There will be no discussion of these items unless a City Council Member request such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.*

No items on the consent agenda.

**PUBLIC HEARING**

- A. Ordinance 2022-04 – Mobile Food Trucks

**Submitted By:** Planning & Zoning

**ORDINANCE NO. 2022-04**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S CODE OF ORDINANCES BY AMENDING CHAPTER \_\_\_\_ ENTITLED LAND DEVELOPMENT REGULATIONS BY CREATING SECTION \_\_\_\_\_ ENTITLED "MOBILE FOOD TRUCKS"; PROVIDING FOR DEFINITIONS; PROVIDING FOR REQUIREMENTS FOR ALL MOBILE FOOD TRUCKS; PROVIDING FOR THE REGULATIONS RELATIVE TO CONDUCTING BUSINESS; PROVIDING PARKING AND STORAGE OF INACTIVE FOOD TRUCKS; PROVIDING FOR WASTE DISPOSAL; PROVIDING FOR LOCATIONS BY ZONING DISTRICT; PROVIDING FOR VIOLATIONS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

Ms. Zacarias from Planning and Zoning discussed the amendment of Ordinance 2022-04 on mobile food trucks. Regulation, requirements, and parking was discussed under the amended ordinance. Everything must be enclosed with the mobile food truck unless it's part of an event where tables would be allowed. Food handlers must also be located within the truck unless under a special event where it allowed to have servers outside of the truck when it includes more than one truck.

Council discussed the amendments to the mobile food truck ordinance.

Motion by Councilman Langowski to recommend approval of amended ordinance 2022-04, seconded by Councilwoman Valle Ron.

**UPON ROLL CALL:**

Councilwoman Valle Ron	YES
Mayor O'Connor	YES
Councilman Langowski	YES
Councilman Martinez	YES

With all in favor, motion carried without dissent (4-0).

B. Ordinance 2022-03 – Special Events

**Submitted By:** Planning & Zoning

**ORDINANCE NO. 2022-03**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER \_\_\_\_ ENTITLED LAND DEVELOPMENT CODE BY SPECIFICALLY CREATING SECTION \_\_\_\_ ENTITLED "SPECIAL EVENTS"; PROVIDING FOR A DEFINITION OF SPECIAL EVENTS; PROVIDING FOR THE REQUIREMENT OF A PERMIT; PROVIDING FOR PERMIT REQUIREMENTS; PROVIDING FOR REGULATIONS RELATIVE TO SIGNAGE, THE SALE OR SERVICE OF ALCOHOLIC BEVERAGES; PROVIDING FOR BATCH APPLICATIONS; PROVIDING FOR THE REGULATION OF GARAGE SALES; PROVIDING FOR CODIFICATION; PROVIDING FOR A CONFLICTS CLAUSE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

Council discussed not enough time was available to review new ordinance 2022-03.

Motion by Councilman Langowski to move the review of ordinance 2022-03 to the next Local Planning Agency Meeting, seconded by Councilman Martinez.

**UPON ROLL CALL:**

Mayor O'Connor	YES
Councilman Langowski	YES
Councilman Martinez	YES
Councilwoman Valle Ron	YES

With all in favor, motion carried without dissent (4-0).

**ADJOURNMENT**

Motion by Vice Mayor Langowski adjourn meeting, seconded by Councilman Martinez.

**UPON ROLL CALL:**

Mayor O'Connor	YES
Vice Mayor Langowski	YES
Councilman Martinez	YES
Councilwoman Valle Ron	YES

With all in favor, motion carried without dissent (4-0).

There being no further business, Mayor O'Connor adjourned the meeting at 6:30 PM.

---

Zoie P. Burgess, City Clerk

---

JohnPaul O'Connor, Mayor