

# CITY OF WESTLAKE



## MINUTES

### Local Planning Agency Meeting

Tuesday, December 02, 2025 at 5:30 PM

The Lodge at Westlake Adventure Park  
5490 Kingfisher Blvd.  
Westlake, Florida 33470

#### CITY COUNCIL:

JohnPaul O'Connor, Mayor  
Greg Langowski, Vice Mayor  
Gary Werner, Council Member – Seat 1  
Erik Gleason, Council Member – Seat 2  
Charlotte Leonard, Council Member – Seat 3

#### CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager  
Odet Izquierdo, Acting City Clerk  
Donald J. Doody, Esq., City Attorney  
Nilsa Zacarias, AICP, Planning and Zoning Director  
Suzanne Dombrowski, P.E., ENV SP, City Engineer

[TENTATIVE: SUBJECT TO REVISION]

**CALL TO ORDER**

Mayor O'Connor called the Local Planning Agency meeting on Tuesday, December 2, 2025, to order at 5:30pm.

**ROLL CALL**

Present and constituting a quorum:

Council Gary Werner  
Councilman Erik Gleason  
Councilwoman Charlotte Leonard  
Vice Mayor Greg Langowski  
Mayor JohnPaul O'Connor

Also Present:

Zoie P. Burgess, CMC Acting City Manager  
Odet Izquierdo, Acting City Clerk  
Osniel Leon, AICP, Principal Planner  
Donald J. Doody, Esq., City Attorney

**PLEDGE OF ALLEGIANCE**

Mayor O'Connor led the Pledge of Allegiance.

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

Mayor O'Connor called for any additions, deletions, or modifications to the agenda. There being none, Mayor O'Connor called for a motion to approve the agenda as presented.

Motion by Councilman Werner to approve the agenda as presented, seconded by Vice Mayor Langowski.

**UPON ROLL CALL:**

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

**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 requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.*

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Mayor O'Connor called for a motion to approve the consent agenda.

Motion by Councilman Werner to approve the consent agenda, seconded by Vice Mayor Langowski.

**UPON ROLL CALL:**

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

**PUBLIC HEARING**

**A. LPA: Ordinance 2025-08 – EAR-Based Comprehensive Plan Update**

**Submitted By:** Planning and Zoning

**ORDINANCE NO. 2025-08**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, TRANSMITTING AN EAR-BASED AMENDMENT TO THE CITY OF WESTLAKE COMPREHENSIVE PLAN TO THE STATE LAND PLANNING AGENCY FOR STATE-COORDINATED REVIEW; AUTHORIZING TRANSMITTAL BY THE CITY TO THE STATE LAND PLANNING AGENCY (FLORIDA DEPARTMENT OF COMMERCE), AND ALL OTHER REQUIRED GOVERNMENTAL AGENCIES OR ENTITIES FOR THEIR REVIEW OF THE PROPOSED EAR-BASED AMENDMENT PURSUANT TO SECTION 163.3184(4), FLORIDA STATUTES (STATE-COORDINATED REVIEW PROCESS); DIRECTING THE APPROPRIATE CITY OFFICIALS TO TRANSMIT THE EAR-BASED AMENDMENT AND SUPPORTING MATERIAL TO THE STATE LAND PLANNING AGENCY (DEPARTMENT OF COMMERCE); PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

City Attorney read the item into record, by title only.

Ms. Zacarias, planner for the city of Westlake, introduced herself and shared her enthusiasm about presenting the updated comprehensive plan. Ms. Zacarias highlighted the process that commenced in April and appreciated the council members for their valuable input during numerous workshops.

Mr. Leon then presented the timeline: On March 5, 2025, the city was notified about the plan update, with a deadline set for February 27, 2026. Workshops included presentations on land use, transportation and infrastructure, and conservation.

Mr. Leon explained the plan's compliance with Florida statutes and its role in guiding development according to the city's vision and regulations.

The comprehensive plan's mission is to protect neighborhoods, diversify housing, and support mixed-use and parks. After the transmittal hearing, the plan would be sent to Florida Commerce for review, aiming for adoption by February or March if there are no objections.

Mayor O'Connor praised the team's effort and asked if council members had questions, to which there were none.

Mayor O'Connor opened for public comments.

Acting City Clerk confirmed there were no comment cards submitted.

Mayor O'Connor called for a motion.

Councilman Werner made a motion to approve the transmittal for the first reading of Ordinance 2025-08, seconded by Councilman Gleason.

**UPON ROLL CALL:**

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0)

**B. LPA: Ordinance 2025-09 – 2025 10-Year Water Supply Facilities Work Plan**

**Submitted By:** Planning and Zoning

**ORDINANCE NO. 2025-09**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE COMPREHENSIVE PLAN TO APPROVE FOR TRANSMITTAL AND SUBSEQUENT ADOPTION BY REFERENCE AN UPDATED 10-YEAR WATER SUPPLY FACILITIES WORK PLAN AS REQUIRED BY SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR THE ADOPTION OF AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN TO IMPLEMENT THE UPDATED WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR ADOPTION OF UPDATED POLICIES WITHIN THE COMPREHENSIVE PLAN INFRASTRUCTURE ELEMENT; PROVIDING FOR TRANSMITTAL TO FLORIDACOMMERCE (THE STATE LAND PLANNING AGENCY); PROVIDING THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

City Attorney read the item into record, by title only.

Mr. Leon explained that the 10-year water supply work plan needed updating with the comprehensive plan and was adopted by reference.

Mayor O'Connor opened for council discussion.

Mayor O'Connor had comments and highlighted concerns about non-duplication of services, since the city can't provide water services.

Mr. Doody confirmed it was a statutory requirement for compliance, despite not being as comprehensive as other municipalities. They needed to adopt the plan even if the city did not provide water services.

Mayor O'Connor opened for public comments.

Acting City Clerk confirmed there were no comment cards submitted.

Mayor O'Connor called for a motion.

Councilman Werner made a motion to approve Ordinance 2025-09 as presented, seconded by Vice Mayor Langowski.

**UPON ROLL CALL:**

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES

With all in favor, motion carried without dissent (5-0)

**C. LPA: Ordinance 2025-10 – Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)**

**Submitted By:** Planning and Zoning

**ORDINANCE NO. 2025-10**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, “GENERAL AND ADMINISTRATIVE PROVISIONS,” TO REVISE SECTION 101-1, “DEFINITIONS AND ACRONYMS,” TO ESTABLISH A DEFINITION FOR “RECREATION, INDOOR SPORT COURT”; AND AMENDING CHAPTER 111, “PARKING,” TO REVISE SECTION 111-192, “GENERAL PROVISION,” INCLUDING AMENDMENTS TO TABLE 111-192, “REQUIRED OFF-STREET PARKING SPACES,” TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

Mayor O’Connor introduced the item.

City Attorney read the item into record, by title only.

Mr. Leon gave a brief presentation explaining that this was Ordinance 2025-10, a privately initiated zoning text amendment. The Ordinance introduced new use and parking calculations for indoor sports court recreation.

Mr. Leon explained the ordinance provided a definition meaning only enclosed court-based sports such as paddle, pickleball, volleyball, and tennis courts.

Mr. Leon noted that the applicant had provided multiple uses in the area where similar parking calculations were being implemented for this specific use.

Staff had reviewed the applicant's request and had no objections, recognizing new business trends and parking demands.

Council discussion.

Mayor O’Connor opened for public comments.

Acting City Clerk confirmed there were no comment cards submitted.

Mayor O’Connor called for a motion.

Councilwoman Leonard made a motion to adopt Ordinance 2025-10 Amending Chapter 111 and Chapter 101 zoning text amendment for recreation, indoor sport court, seconded by Councilman Werner.

**UPON ROLL CALL:**

Mayor O’Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES

With all in favor, motion carried without dissent (5-0).

**ADJOURNMENT**

There being no further business, Mayor O'Connor adjourned the meeting at 5:48 PM.

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Odet Izquierdo, Acting City Clerk

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JohnPaul O'Connor, Mayor