

# CITY OF WESTLAKE



## MINUTES

### **Local Planning Agency Meeting**

Tuesday, June 03, 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:**

Ken Cassel, City Manager  
Zoie P. Burgess, CMC, City Clerk  
Donald J. Doody, Esq., City Attorney  
Osniel Leon, AICP, Planning and Zoning  
Suzanne Dombrowski, P.E., ENV SP, Engineering

A Local Planning Agency meeting of the City of Westlake was held on Tuesday, June 3, 2025, at 5:30 PM., at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also participated in the meeting through electronic means and accessed as follows:

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

Meeting ID: 2865 772 4946  
Password: hello

2. Participants also dialed in using the following number:

United States Toll: +1-650-479-3208  
Meeting ID: 2865 772 4946

### **CALL TO ORDER**

Mayor O'Connor called the Local Planning Agency meeting on Tuesday, June 3, 2025, to order at 5:30 PM.

### **ROLL CALL**

Present and constituting a quorum:

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

Also present:

Kenneth Cassel, City Manager  
Zoie P. Burgess, CMC City Clerk  
Osniel Leon, AICP, Principal Planner  
Sean Swartz, 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 Vice Mayor Langowski to approve the agenda as presented, seconded by Councilwoman Leonard.

**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 Local Planning Agency and may be approved in its entirety by a single motion. There will be no discussion of these items unless an Agency 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 2025-04 – Chapter 119 Zoning Text Amendment (A/C Screening)  
**Submitted By:** Planning and Zoning

**ORDINANCE NO 2025-04**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 119 OF THE CITY OF WESTLAKE, FLORIDA'S CODE OF ORDINANCES ENTITLED "ZONING", BY SPECIFICALLY AMENDING SECTION 119-31(c)(7) ENTITLED "SETBACK EXCEPTIONS FOR RESIDENTIAL-1(R-1) AND RESIDENTIAL-2(R-2) DISTRICTS" UNDER ARTICLE II ENTITLED "ZONING DISTRICTS AND STANDARDS"; TO PROVIDE FOR CLARIFICATION RELATIVE TO SCREENING EXCEPTIONS FOR SINGLE FAMILY RESIDENTIAL LOTS; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

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

Planning & Zoning presentation by Osniel Leon, City Planner, on Ordinance 2025-04 Zoning Text Amendment (A/C Screening).

The Council and Mr. Leon discussed the screening requirements for all A/C units in residential homes.

Staff recommends approval.

Mayor O'Connor opened for public hearing. There being no comments, Mayor O'Connor closed the public hearing.

Mayor O'Connor called for a motion.

Motion by Councilwoman Leonard to approve the LPA Ordinance 2025-04 Zoning Text Amendment (A/C Screening), seconded by Councilman Werner.

**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 2025-05 – Chapter 113 Zoning Text Amendment (Permitted Temporary Signs)

**Submitted By:** Planning and Zoning

**ORDINANCE NO 2025-05**

**AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING CHAPTER 113 OF THE CITY OF WESTLAKE, FLORIDA'S CODE OF ORDINANCES ENTITLED "SIGNS", BY SPECIFICALLY AMENDING SECTION 113-66, TABLE 113-66 ENTITLED "PERMITTED TEMPORARY SIGNS" UNDER ARTICLE III ENTITLED "TEMPORARY SIGNS"; PROVIDING FOR ADDITIONAL INSTALLATION AND REMOVAL DATES FOR NONRESIDENTIAL SALE, RENTAL OR LEASE OF BUILDING OR PORTION OF BUILDING; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.**

Mayor O'Connor introduced the item.

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

Planning & Zoning presentation by Mr. Leon on Ordinance 2025-05, Chapter 113 Zoning Text Amendment (Permitted Temporary Signs).

Council discussion.

Mayor O'Connor called for a motion.

Motion by Councilman Werner to approve LPA Ordinance 2025-05 – Chapter 113 Zoning Text Amendment (Permitted Temporary Signs) as text amended “within ten (10) days of the sale, rental or lease of the building” seconded by councilwoman Leonard.

**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).

Mayor O'Connor asked if there were any public comments.

**ADJOURNMENT**

There being no further business, Mayor O'Connor adjourned the meeting at 5:54 PM.

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Zoie P. Burgess, CMC City Clerk

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JohnPaul O'Connor, Mayor