

CITY OF WESTLAKE



MINUTES

Local Planning Agency Meeting

Tuesday, November 01, 2022, at 5:30 PM

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

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Pilar Valle Ron, Council Member – Seat 1
Julian Martinez, 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
Nilsa Zacarias, Planning and Zoning Director
Suzanne Dombrowski, City Engineer

A Local Planning Agency meeting of the City Council of the City of Westlake was held on Tuesday, November 1, 2022, at 5:30 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: 2632 295 3645

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: 2632 295 3645

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 Tuesday, November 1, 2022, to order at 5:31 PM.

ROLL CALL

Present and constituting a quorum:

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

Also present:

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

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.

Motion by Vice Mayor Langowski to approve the Agenda, seconded by Councilman Martinez.

UPON ROLL CALL:

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

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

CONSENT AGENDA

A. Minutes_Local Planning Agency Meeting 09.06.2022 – DRAFT

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

Motion by Vice Mayor Langowski to approve the Consent Agenda, seconded by Councilwoman Valle Ron.

UPON ROLL CALL:

Councilman Martinez	YES
Councilwoman Valle Ron	YES

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilwoman Leonard	YES

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

PUBLIC HEARING

A. Ordinance 2022-14 – Chapter 6 Sign Code Amendment

Submitted By: Planning and Zoning

ORDINANCE NO. 2022-14

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S SIGN CODE; PROVIDING FOR A MANDATORY SIGNAGE DESIGN WITHIN THE CITY OF WESTLAKE; PROVIDING FOR PURPOSE AND INTENT; PROVIDING FOR DEFINITIONS; PROVIDING FOR AN AMENDMENT TO MAX SIGN FACES AS IDENTIFIED IN TABLE 6-1 ENTITLED RESIDENTIAL POD ENTRY MONUMENT; PROVIDING FOR AN AMENDMENT TO ADDITIONAL REQUIREMENTS AS IDENTIFIED IN TABLE 6-1 PUBLIC ROW SIGN LOCATION; PROVIDING FOR AN AMENDMENT TO MAX SIZE OF COPY AREA AS IDENTIFIED IN TABLE 6-1 ENTITLED WALL SIGN FOR GROUND FLOOR USES WITH SEPARATE ENTRANCES AT GROUND LEVEL; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS CLAUSE, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor Connor introduced item.

Mr. Leon presented a PowerPoint presentation to request amendment of the city's sign code. Current code has not changed since adoption. Code allows for one face for monumental entrances. Mr. Leon noted that applicant is requesting one monument with two faces for the entrance of two communities. Mr. Leon also discussed wall signage for ground floor uses with separate entrances at ground level. Mr. Leon also discussed clarification of code on location of the monument sign.

Mr. Doody read Ordinance 2022-14, by title only, into the record.

Mayor O'Connor called for public comments.

Ms. Burgess noted there were no comment cards, however, Mr. Carter stood up to make a public comment.

Public comment: John Carter, Senior Vice President of Minto PBLH, LLC - 16604 Town Center Parkway N. – Mr. Carter requested slide three from Mr. Leon's presentation be displayed again. Mr. Carter discussed the site plan and stated there are two new communities, "The Oaks" and "The Pines." Mr. Carter explained it's a new and unique plot entrance for the City. Mr. Carter further explained it will be a shared entry for two the communities. Mr. Carter noted, the current code only allows one community name per sign. Mr. Carter explained the sign is the same format as other signs in the city, the difference will be the display of two separate pods.

Mayor O'Connor called for council comments.

Councilwoman Leonard asked if the communities would have two separate gates.

Mr. Cassel explained each community will have their own gates after the common entrance.

Mr. Carter stated the entrances will have enough space for bus shelters and school buses. Residents will also have golf cart access within the gates.

Ms. Burgess gave the virtual audience a moment to comment.

There being no further comments, Mayor O'Connor called for a motion to recommend approval of Ordinance 2022-14.

Motion by Vice Mayor Langowski to recommend approval to City Council for Ordinance 2022-14, seconded by Councilwoman Leonard.

UPON ROLL CALL:

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

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

ADJOURNMENT

There being no further business, Mayor O'Connor adjourned the meeting at 5:43 PM.

Zoie P. Burgess, City Clerk

JohnPaul O'Connor, Mayor