



CITY OF WESTLAKE
Planning and Zoning Department
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470
Phone: (561) 530-5880
www.westlakegov.com

DEPARTMENTAL USE ONLY

Ck. # _____

Fee: _____

Intake Date: _____

PROJECT #

APPLICATION FOR SITE PLAN REVIEW

PLANNING & ZONING BOARD

☐ Meeting Date: _____

CITY COUNCIL

☐ Meeting Date: _____

INSTRUCTIONS TO APPLICANTS:

1. Please complete all sections of this application. If not applicable, indicate with N/A.
2. Provide all required documents as shown on the attached checklist. If not applicable, indicate with N/A.

The Planning & Zoning Board meets the second Monday of the month at 6:00 p.m., as needed in the City Council Chambers, 4005 Seminole Pratt Whitney Road. The applicant will be informed in writing of their scheduled meeting date. After review and recommendation by the Planning & Zoning Board, applications will be heard by the City Council. The City Council meets on the second Monday of the month at 6:30 p.m., in the City Council Chambers.

I. PROJECT DESCRIPTION & APPLICANT INFORMATION

PROJECT NAME: Pod G North – Master Sign Plan (MSP-2025-03)

PROJECT ADDRESS: TBD

DESCRIPTION OF PROJECT: Master signage plan for Parcel G North, non-residential pod entry, ID monument and secondary/individual ground signs

Property Control Number (PCN), list additional on a separate sheet: 77-40-43-01-29-000-0010

Estimated project cost: TBD

Property Owner(s) of Record (Developer) Minto PBLH LLC

Address: 16604 Town Center Pkwy N, Suite B, Westlake, FL 33470

Phone No.: 954-973-4490 Fax No.: _____ E-mail Address: jfcarter@mintousa.com

Agent (if other than owner complete consent section on page 3):

Name: Cotleur & Hearing

Address: 1934 Commerce Lane, Suite 1, Jupiter, FL 33458

Phone No.: 561-747-6336 Fax No.: _____ E-mail Address: dhearing@cotleur-hearing.com

II. LAND USE & ZONING

- A) ZONING MAP DESIGNATION Mixed Use B) FUTURE LAND USE MAP DESIGNATION Downtown Mixed Use
C) Existing Use(s) Vacant
D) Proposed Use(s), as applicable Non-residential signs for future use

III. ADJACENT PROPERTIES

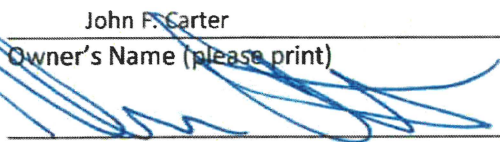
	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	Vacant	Downtown Mixed Use	Mixed Use
NORTH	Parcel E - Vacant	Residential 2	Residential 2
SOUTH	Parcel G SW – James Business Park	Downtown Mixed Use	Mixed Use
EAST	Parcel L - Vacant	Downtown Mixed Use	Town Center
WEST	Future Development	Downtown Mixed Use	Mixed Use

V. OWNER/APPLICANT ACKNOWLEDGEMENT AND CONSENT

Consent statement (to be completed if owner is using an agent)

I/we, the owners, hereby give consent to Coteleur & Hearing to act on my/our behalf to submit this application, all required material and documents, and attend and represent me/us at all meetings and public hearings pertaining to the application and property I/we own described in the application.

By signing this document, I/we affirm that I/we understand and will comply with the provisions and regulations of the City of Westlake, Florida, Code of Ordinances. I/we further certify that all of the information contained in this application and all the documentation submitted is true to the best of my/our knowledge.

John F. Carter
Owner's Name (please print)

Owner's Signature
8/7/25
Date

Donaldson Hearing
Applicant/Agent's Name (please print)

Applicant/Agent's Signature
8.7.2025
Date