



**City of Westlake**

**Planning and Zoning Department**

Staff Report – 7/13/2020

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**PETITION DESCRIPTION**

**PETITION NUMBER:** SP-2019-02 Pod P-1 Amenity Center – Site Plan Review

**APPLICANT:** Cotleur & Hearing

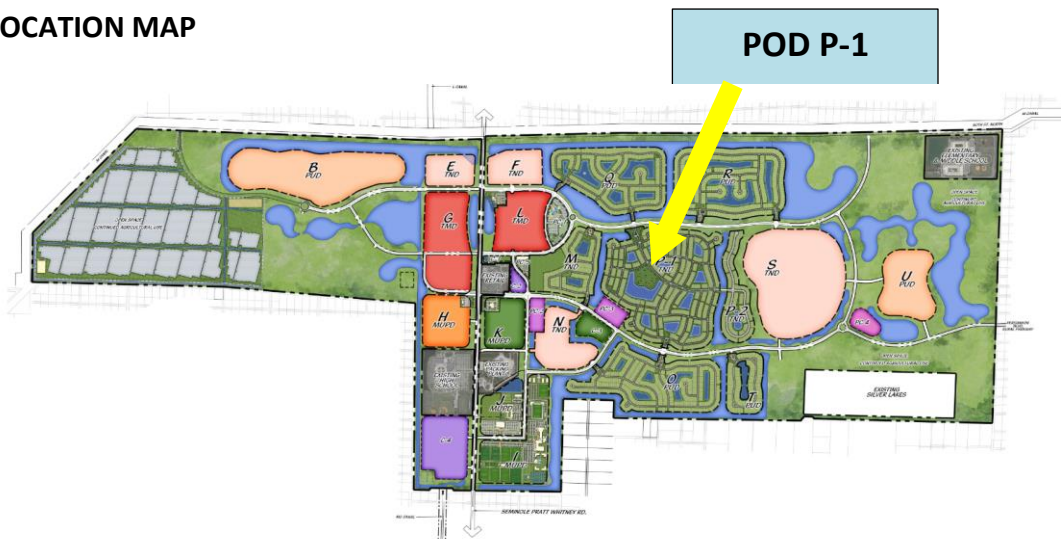
**OWNER:** KH Westlake, LLC

**REQUEST:** Application for a Recreation Facility site plan review to build a one (1) story 13,728 sq. ft. Clubhouse with a 4,503 sq. ft. covered porch; a 1,716 Pavilion Building; five (5) 300 sq. ft. pool side cabanas; shade structures; and, one (1) 856 sq. ft. mail kiosk. The application also includes a 4,000 sq. ft. swimming pool; a 20 ft. radius Resistance Pool; one (1) spa; two (2) tennis courts, eight (8) pickle ball courts; two (2) bocce and four (4) horse-shoe courts and future sport courts. Landscaping plans, a dog park and a walking path are also part of the application. The subject application is located at 15730 Cresswind Place, Westlake, FL 33470.

**LOCATION:** 15730 Cresswind Place, Westlake, FL 33470. Pod P-1.

**PROPERTY CONTROL NUMBERS:** 77-40-43-01-14-018-0000

**LOCATION MAP**



**1. PETITION FACTS**

- a. **Total Gross Site Area:** 6.66 acres
- b. **Building Data:** One (1) story 13,728 sq. ft. Clubhouse with a 4,503 sq. ft. covered porch
- c. **Land Use and Zoning**
  - Existing Land Use:** Vacant
  - Future Land Use:** Residential R-2
  - Zoning:** R2

	<b>FUTURE LAND USE</b>	<b>ZONING</b>
<b>SUBJECT PROPERTY</b>	Residential - 2	Residential – 2
<b>NORTH</b>	Residential - 2	Residential – 2
<b>SOUTH</b>	Residential - 2	Residential – 2
<b>EAST</b>	Residential - 2	Residential – 2
<b>WEST</b>	Residential - 2	Residential – 2

**2. REVIEW AND ANALYSIS**

The subject application is located in Pod P-1, Cresswind and was reviewed by the City of Westlake staff (Planning and Zoning, Landscaping and Engineering), Seminole Improvement District (SID) and Palm Beach County Fire Rescue. Photo below represents the Amenity Center Clubhouse, details to follow on page three.



The subject Amenity Center includes the following structures and recreation features:

Structures / Recreation Features	Description
Clubhouse	One (1) story Building: 13,728 SF Covered Porch: 4,503 SF
Pavillion Building	1,716 SF
Pool Side Cabanas	Five (5), 300 SF each, 1,500 SF Total
Swimming Pool & Spa	4,000 SF and One (1) Spa
Resistance Pool	20 Ft. Radius
Stage	648 SF
Tennis Courts	Two (2) Courts
Pickleball	Eight (8) Courts
Horseshoe Courts	Four (4) Courts
Bocce Courts	Two (2) Courts
Sports Court Shaded Structures	1,187 SF
Regular Shade Structures (by Tennis & Pickleball Courts)	Four (4) structures, ten (10) ft. High
Minor Shade Structures (by Bocce & Horseshoe Courts)	Four (4) structures, eight (8) Ft. High

In addition to above structures and recreation features, the subject application also includes the following:

- A Mail Kiosk (856 SF)
- A Dog Park (small & large dogs)
- A Perimeter Walking Path
- Future Sport Courts



Overview of Amenity Center



Location of Amenity Center in Pod P-1

The following table presents compliance with applicable zoning code:

Zoning District: R-2	REQUIRED BY CODE	PROPOSED	COMMENTS
Minimum Parcel Size	20,000 SF	290, 087 SF	In compliance
<b>Setbacks – Principal Structure (Amenity Center)</b>			
Front	Principal Structure: 20'	90.1 ft.	In compliance
Rear	Principal Structure: 30' <i>Per code: No setback required if abutting a lake or open space track.</i>	196.8 ft.	In compliance
Side Yard - East	Principal Structure: 30'	48.8 ft.	In compliance
Side Yard - West	Principal Structure: 30'	337.5 ft.	In compliance
Lot Coverage	Max. 40%	8.10% 23, 494 SF  Clubhouse: 13,728 SF Porche: 4,503 SF Mail Kiosk: 856 SF Pavilion: 1,720 SF Cabanas: 1,500 SF Shade Structures: 1,187 SF	In compliance
Minimum Pervious / Open Space	Min. 25%	34.10%	In compliance
<b>Building Height</b>			
Main Structure Height: Clubhouse	Max. 30 ft.	30 ft.	In compliance
<b>Accessory Structures Height:</b> Pavilion Building, Mail Kiosk, Shade Structures, Cabana	Max. 25 ft.	17 ft. 17 ft. 10 ft. & 8 ft. 10 ft.	In compliance

Parking	Required parking: 1/360 SF = 65 Required *Based on Total: 23,494 SF	100 Total Standard Spaces: 82 Golf Cart Spaces: 18	In compliance
Sidewalks	Pedestrian walkways must be a minimum of 5 ft. wide	10' and 8'	In compliance
Bike Racks	15% of parking required. Total: 10 required	12	In compliance

**Loading**

Per City Code, Article 8.7 Parking Lot Features, Section 8, Loading, “Off-street loading facilities shall be provided and maintained in the amount required in this section. These requirements may be waived or lessened in whole or part by the Planning and Zoning Director upon recommendation of the City Engineer.”

**Section 8: Loading**

- A) Off-street loading facilities shall be provided and maintained in the amount required in this section. These requirements may be waived or lessened in whole or part by the Planning and Zoning Director upon recommendation of the City Engineer. Any request for a variance waiver allowing a reduction in the number of loading spaces, size of loading area, shared use of loading facilities or other terms of this section shall require an applicant to submit a "justification statement" from a licensed professional engineer, professional landscape architect, certified planner, or other appropriate professional including the following as applicable:
  - (1) The need for the reduction and how the site functionality will be maintained;
  - (2) A conceptual layout showing vehicle paths;
  - (3) Parking reduction analysis; and
  - (4) Loading demand analysis.
  - (5) An analysis of location which does not impede traffic safety and circulation.

The applicant has submitted the attached *Justification Statement for Loading Zone Waiver*. The City’s Land Development Regulations require one loading space for office buildings ranging from 10,000 sq. ft. to 50,000 sq. ft. *The applicant is requesting to provide no loading zones stating the subject facility does not require frequent receipt or distribution by motor vehicles of materials or merchandise at this facility.*

The waiver has been reviewed and recommended by the City Engineer and approved per the Planning and Zoning Director.

**Landscape**

Landscape has been designed to enhance the pedestrian experience as well as provide screening for residents adjacent to the site. The landscape meets the City Code requirements.

**Drainage**

Proposed stormwater runoff from the site will be directed to on-site inlets and storm sewers then connected to the Master Drainage System for water quality treatment and attenuation. Legal positive outfall is available via connection to the Master Stormwater System which ultimately discharges to the SID canal system.

**Traffic**

The Recreation Center is private and designed to serve the Cresswinds Community. All traffic associated with the Recreation Center was included within the Cresswind Phase 1 and Phase 2 Site plans and no additional traffic is generated with this application.

**Fire Safety**

The subject application was reviewed by Pedro Segovia with the Palm Beach County Fire Department. See attached approval.

**3. FINAL REMARKS**

Application SP-2019-02 will be heard by the City Council on July 13, 2020. The subject application was advertised on the Palm Beach Post.

As stated previously, the subject application was reviewed by the City of Westlake staff (Planning and Zoning, Landscaping and Engineering), the Seminole Improvement District (SID), and the Palm Beach County Fire Rescue.

Based on the subject review, see attached final comments from Engineering. Planning and Zoning Department recommends approval of SP-2019-02. The reviewers find the application in compliance with applicable codes and requirements.

Re: City of Westlake - Pod P1 Rec Center - Fire-Rescue Site Plan  
Review Comments. Westlake/Pod P PH 1 x



**Pedro Segovia** <PSEGOVIA@pbcgov.org>  
to me ▾

Wed, Apr 22, 3:28 PM

No coment



## CITY OF WESTLAKE

### Engineering Department

4001 Seminole Pratt Whitney Road

Westlake, Florida 33470

Phone: (561) 530-5880

[www.westlakegov.com](http://www.westlakegov.com)

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1. **DATE:** 6/19/2020
  2. **APPLICATION NUMBER:** SPR-2019-02
  3. **DESCRIPTION:** Pod P-1 Cresswind Palm Beach Amenity Center  
**APPLICANT:** Cotleur & Hearing, LLC  
**OWNER:** KH Westlake, LLC  
**REQUEST:** Site Plan Review  
**LOCATION:** 15730 Cresswind Place, Westlake, FL 33470
  4. **STAFF REVIEW:** **RECOMMENDED APPROVAL**

The Engineering Department recommends approval of the Site Plan. However, the following comments shall be noted:

#### **Paving and Drainage Comments**

1. [Originally Comment #10.] Define all used acronyms in legend examples include VGI, DBI, CGI, YD.

**City Response: Comments satisfied for site plan level review. Detail not sufficient for construction. Criteria will be reviewed during land development application.**

2. [Originally Comment #14.] Provide approval from SID for stormwater discharge, including addressing water quality from the dog park area.

**City's Response: Comments satisfied for site plan level review. Basis of comments will be reviewed at time of land development application.**

#### **Water and Sewer Permits Comments**

3. [Originally Comment #15.] Water and sewer connections will be needed to serve water fountains and wash station in dog park. Include them in plan. Confirm with SID requirements for treatment of wash water from dog park if any.

**City's Response: Comments satisfied for site plan level review. Land development application will be reviewed for conflicts with site elements.**

#### **SWPPP Comments**

4. [Originally Comment #16.] Provide detail for concrete washout control, indicate its requirement in the notes of the SWPPP.



5. [Originally Comment #17.] Provide inlet protection detail.
6. [Originally Comment #18.] Provide detailed drawings and dimensions on Silt Fence Installation Detail to improve clarity. That shows toe of fence is buried in an "L" in a trench on the uphill side (per FDEP training manual). Attached are several excerpts for the FDEP training manual and SID details. Consider using content within to improve clarity of detail for future submittals.
7. [Originally Comment #19.] Call out to protect existing catch basins in the limits of work not just proposed stormwater facilities.
8. [Originally Comment #20.] Silt fence on lake side of project should be located between proposed construction activities and water.

**City's Response: Comments satisfied for site plan level review. Basis of comments will be reviewed at time of land development application.**

### **Preliminary Landscape Plan Comments**

All previous Landscape Plan comments have been addressed and/or satisfied.

This letter has been prepared by the following individual, in association with their consultants and subconsultants:



Suzanne Dombrowski, P.E.

Chen Moore and Associates

Tel: 561.746.6900 x 1035

Email: [sdombrowski@chenmoore.com](mailto:sdombrowski@chenmoore.com)

May 11, 2020

## Justification Statement

### **Cresswinds Palm Beach Amenity Center Loading Zone Requirement Waiver Justification Statement CH Project # 181002**

Kolter Homes is proposing to build a 22,607 sq. ft. Amenity Center to be located on 6.66 -acres, centrally located with the Cresswinds Palm Beach Residential Community. The Recreation Center is located centrally within the Community and is generally walkable from all homes that are proposed. An extensive pedestrian network has been provided throughout the Cresswinds Community with inter-connectivity to the Amenity Center, which also includes a perimeter promenade along the lakefront.

LDR Chapter - Table 8.4; (Required off street loading spaces) identifies a loading requirement for office and commercial/industrial use. Residential Amenity Center's do not fall within either of these two categories. Chapter 8, Section 8(f)1 Minimum Requirements states that the Planning and Zoning Director may determine that loading zones are required for other uses, requiring "frequent receipt or distribution by motor vehicles of materials or merchandise". Emphasis added. It is the Applicant's position that a loading zone is not applicable or required. Notwithstanding the fact, that it is our professional opinion that loading zones are not required and should not be required based on the intent of the Code, which discuss "frequent receipt or distribution of materials or merchandise". The Applicant is requesting a formal waiver from the requirements to provide a loading zone for this private residential amenity. The Applicant's justification is provided below.

#### **1. Need for Reduction in How the Site Functionality will be Maintained**

As noted above, the Applicant requests to eliminate any loading requirement is based on the Applicant's history in constructing, operating and maintaining Amenity Centers for 55+ Communities throughout Florida and throughout the southeastern United States. Loading zones simply are not required for these types of facilities, especially facilities that do not contain any restaurants or food service amenity as a part of the proposed program. The Applicant has included as a part of the Justification Statement, multiple examples of amenity centers and similar facilities of varying sizes, none of which have loading zones and that function very well. The site maintains two access points off of two different streets and is fully accessible.

#### **2. Conceptual Layout Showing Vehicle Paths**

The Applicant has submitted a detailed site plan that clearly articulates and delineates where vehicular circulation occurs. As noted above, there are multiple points of ingress and egress. The Applicant's plan provides parking in excess of the Code. In fact, there are 39 additional spaces that are proposed. The Applicant has provided 1 loading area, utilizing the Amenity Center access maintenance path, just to the southeast of the mail kiosk. This area can function as a loading zone in the event there is some type of special event occurring at the property. Additionally, the Applicant notes that if additional loading ever were to be required (we do not anticipate such a need), It would be very easy to cone-off a number of parking spaces to meet the loading requirements. Again, the Applicant is providing 39 extra parking spaces, which in theory if coned-off could provide in excess of 10 loading zones measuring the minimum requirements of 12 ft. by 35 ft.

**3. Parking Reduction and Analysis**

The Applicant is not requesting a parking reduction, in fact 39 extra spaces, plus golf cart parking spaces exist on the subject site.

**4. Loading Demand Analysis**

But for trash pick-up and delivery, which is provided for on the site, there is actually no need for loading to occur on the subject property. This is a residential clubhouse and amenity facility.

**5. Analysis of the Location Which Does Not Impede Private Traffic Safety and Circulation.**

It is the Applicant's contention and our professional opinion that a loading zone is not required to support a residential amenity center. To the extent that a loading zone is required at a special event, some time, the excess parking could be utilized to facilitate loading through the use of orange cones without impacting or impeding traffic safety or circulation.

Sincerely yours,

**Cotleur & Hearing**



DEH/mlb

Donaldson E. Hearing, ASLA, LEED® AP  
Principal



May 12, 2020

NZ Consultants  
1851 W. Indiantown Road  
Suite 100  
Attn: Nilsa Zacarias, AICP  
Subject: Cresswind (Pod P) Phase 1 - Clubhouse (SID 2019.APP.009)

**Intention to Provide Water, Wastewater, and Irrigation Services**

To Ms. Zacarias,

Please accept this letter as a commitment from Seminole Improvement District (SID) to provide water, wastewater, and irrigation services to the above referenced project. It is our intention and within our capability to provide the needed water, wastewater, and irrigation services during and after completion of development of the project. SID has an interlocal utility agreement with Palm Beach County in which SID currently has the reserve capacity of potable water up to 5,000,000 gpd and wastewater capacity up to 4,000,000 gpd.

If you have any questions or need any further information, please do not hesitate to contact our office at 561-392-1991.

Sincerely,

Seminole Improvement District Engineer

*Ryan D. Wheeler*

Ryan D. Wheeler, P.E., LEED

**Caulfield & Wheeler, Inc.**

Consulting Engineers, Surveyors and Landscape Architects  
7900 Glades Road, Suite 100  
Boca Raton, FL 33434  
Boca Phone: 561-392-1991  
Boca Fax: 561-750-1452