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## **STAFF MEMORANDUM**

**DATE:** 6/25/2021

**DESCRIPTION:** Second Reading: Ordinance 2021-04 – Chapter 5 Subdivision and Site Development Standards, Land Development Regulations

### Introduction

Chapter 5 of the Land Development Regulations provides procedures for the subdividing and development of land within the City. The Article also describes the role of the Seminole Improvement District (SID) in the City's land development processes.

Chapter 5 was presented to the Council for first reading on June 14<sup>th</sup>, 2021. The purpose of this report is to summarize the changes to the document between first reading and second reading. All changes have been marked with redlines unless otherwise noted in this report.

### Summary of Chapter 5 Revisions

1. Minor changes for section references and formatting of the references were made.
2. A requirement for all infrastructure to connect to SID facilities was added. The addition of this language supports policies within the City's Comprehensive Plan.
3. A change was made to the surety language to clarify that it is upon failure to complete the improvements that City or SID could perform these improvements, and to allow City Manager rather than City Attorney to administer certain portions. This provides more clarity on the timing that the City or SID would complete the required improvements.
4. A sentence was removed that requires developer to maintain a facility for one (1) year after it is turned over in addition to providing a maintenance bond. The one (1) year maintenance period is not standard practice after final acceptance, and the maintenance bond provides the funding mechanism if any corrections to the work are required.
5. Graphics for road standards were removed from the Chapter. After further discussions, it is believed that a separate book of City Engineering Standards would be the appropriate place for these graphics. The development of these City Engineering Standards is underway and will be brought to the City Council for review and adoption. Language was added to refer to these Engineering Standards. **NOTE: for ease in review, the removal of these graphics was not shown via redline.**
6. Language was added to define legal access to a parcel.
7. The minimum design standards for roadways were clarified to correspond to the zoning districts within the City of Westlake.
8. An inconsistency relating to water systems providing fire protection was corrected by deleting a section. The standards for fire protection were already present in the document and are sufficient for the City.

9. Language was added to clarify that lighting improvements are required for development but are not required prior to plat recordation or guaranteed.
10. Language was added to clarify that lighting requirements for non-residential developments also includes areas within residential developments that do not have residential uses, such as amenity centers and parking lots.
11. Language was added to the end of the document for codification purposes.

## Conclusion

The revisions between the first and second reading of Chapter 5 were made to provide greater clarity to the applicants. The Engineering Department recommends approval of Chapter 5 Land Development Regulations.