



City of Westlake

Planning and Zoning Department – Staff Report

City Council Meeting 8/5/2025

PETITION DESCRIPTION

PETITION NUMBER: SPR-2025-07 Westlake Fieldhouse
OWNER: Minto PBLH, LLC
APPLICANT: Cotleur & Hearing
PCN: Portion of 77-41-43-05-06-006-0000

REQUEST:

The applicant is requesting Site Plan approval for a 6.64-acre site for a proposed Neighborhood Park use to be known as “Westlake Fieldhouse,” located at the southern corner of Town Center Parkway and Riverbend Road. The application includes a 3,953-square-foot neighborhood fieldhouse building together with associated site improvements including three dog park areas, children’s play areas, open recreation lawns, shade structures, artificial turf areas, bicycle parking, golf cart parking, landscaping, and related site infrastructure.

SUMMARY

The applicant is requesting Site Plan approval for the development of a 6.64-acre neighborhood park, to be known as Westlake Fieldhouse, located at the southeast corner of Town Center Parkway and Riverbend Road. The proposed park is intended to serve the residents of the Westlake community by providing a variety of recreational amenities and gathering spaces. Access to the facility will be restricted to members of the Westlake Master Association and their invited guests; the park will not be open to the general public.

The proposed development includes the construction of a 3,953-square-foot multi-purpose building designed to support recreational and community activities. Additional site improvements consist of a dog park, a pine mulch play area with children's play elements, an open recreation lawn, artificial turf areas, shade structures, landscaped berms, and supporting infrastructure. The site plan also includes designated areas for food truck drop-off and temporary trailer use to accommodate special events and operational needs.

The proposed development provides 50 vehicle parking spaces, eight golf cart parking spaces, and sixteen bicycle parking spaces. Based on the operational characteristics of the proposed neighborhood amenity and the parking justification submitted by the applicant, staff finds the proposed parking supply adequate to serve the anticipated demand.

The proposed neighborhood park provides a range of passive and active recreational opportunities while complementing the surrounding residential development. The application has been reviewed for compliance with the City’s Land Development Regulations, including applicable requirements related to site design, access, landscaping, parking, and compatibility with adjacent properties.

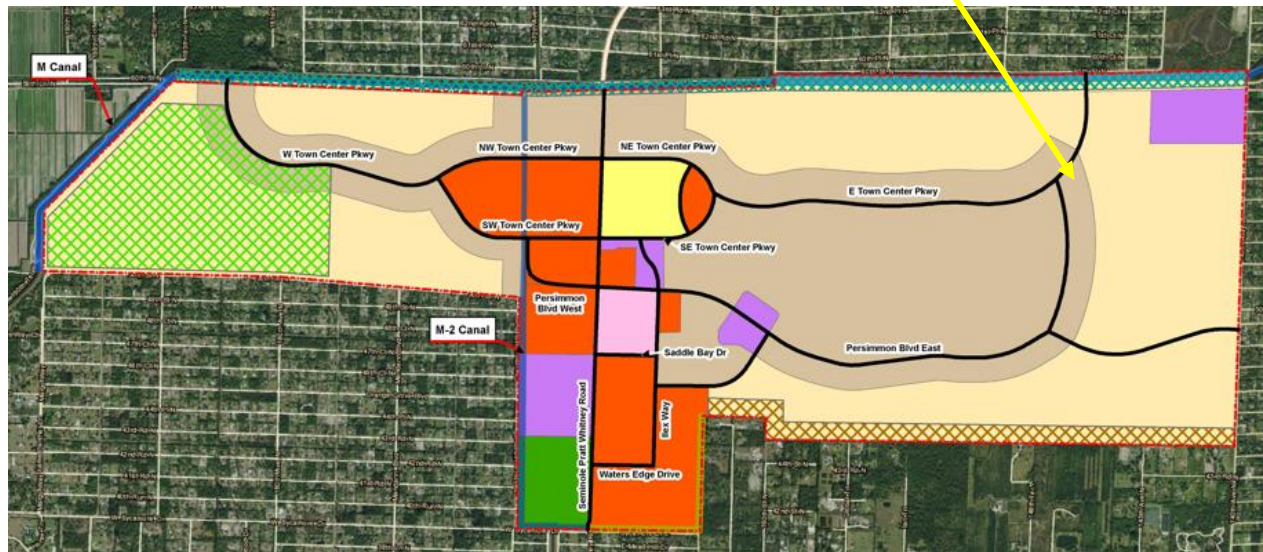
STAFF RECOMMENDATION

Based upon the facts and findings contained herein, the above referenced application meets all of the required City of Westlake land development regulations. The **Planning and Zoning and Engineering Departments** recommend the following Conditions of Approval:

1. The applicant shall contribute one percent (1%) of the building’s construction cost of Parcel F2 to the City of Westlake Art Acquisition Fund prior to building permit issuance.
2. The Westlake Fieldhouse shall be operated as a private neighborhood amenity. Facility reservations and programming shall be managed by the Master Association in a manner that parking demand does not exceed the available on-site parking supply.

PETITION FACTS

- a. Total Gross Site Area: 6.64 acres (Parcel V-2)
- b. Building Data: Total 5,261 sq.ft. (Building Area: 3,953 sq. ft and Covered Patio: 1,308 sq. ft.)
- c. Land Use and Zoning
 - Existing Land Use: Vacant
 - Future Land Use: Residential-2
 - Zoning: R-2



BACKGROUND

The site is located within Pod V-2, located at the southern corner of Town Center Parkway and Riverbend Road. On June 20, 2023, the subject property was platted as Pod V-2 and designated for a neighborhood park to serve the surrounding residential community. The proposed Fieldhouse represents the implementation of that planned neighborhood amenity identified within the approved Westlake master development.

STAFF ANALYSIS

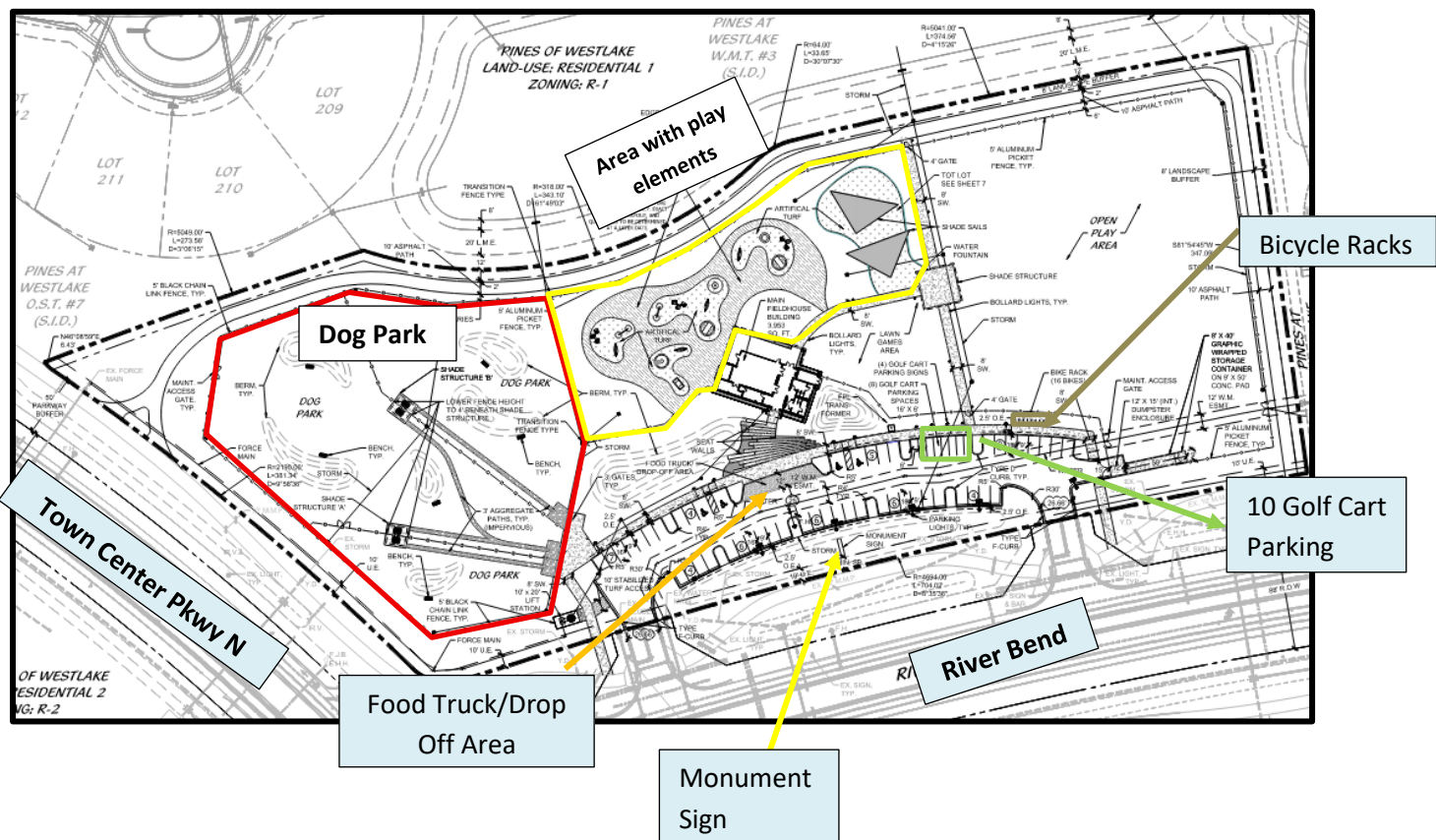
Staff reviewed the proposed Site Plan for compliance with the City of Westlake Land Development Regulations, including site design, access, circulation, parking, landscaping, architectural compatibility, and consistency with the approved master planned development. The proposed neighborhood amenity is intended to provide recreational opportunities and community gathering space for residents of Westlake and is compatible with the surrounding residential development pattern.

The applicant is requesting Site Plan approval for a 6.64-acre Neighborhood Park use to be known as "Westlake Fieldhouse," located at the southeast corner of Town Center Parkway and Riverbend Road. The proposed development includes a 3,953-square-foot multi-purpose building and the following site amenities:

- Dog park.
- Pine mulch play area with children's play elements.
- Open recreation area.
- Artificial turf areas.
- Shade structures.
- Landscaped berms.
- Food truck drop-off area.

The proposed neighborhood park is intended to serve members of the Westlake Master Association and their invited guests and will not be open to the general public.

Proposed Site Plan



Site Design

The proposed site plan has been designed to provide safe pedestrian movement, connectivity, and a variety of passive and active recreational opportunities for Westlake residents. Staff reviewed the site layout for compliance with the City of Westlake Land Development Regulations and finds the overall design to be functional, compatible with the surrounding residential community, and consistent with the intent of the approved master-planned development.

A comprehensive internal pedestrian circulation system is provided throughout the site, connecting the parking area, Fieldhouse building, recreational amenities, and surrounding open spaces. Sidewalks and

pedestrian pathways provide safe access between the building entrance, outdoor gathering areas, children's play areas, dog parks, and the public sidewalk system along Town Center Parkway and Riverbend Road.

The site includes multiple recreational amenities such as three separate dog park areas, a pine mulch children's play area with play elements, open recreation lawns, shaded seating areas, artificial turf activity areas, and a covered outdoor patio associated with the Fieldhouse building. These amenities provide opportunities for both active and passive recreation. The landscape design incorporates landscaped berms, perimeter landscape buffers, street trees, and shade structures.

The proposed development also emphasizes multimodal access by connecting directly to the existing 10-foot-wide multi-modal pathways located along Town Center Parkway and Riverbend Road. Bicycle parking is provided adjacent to the Fieldhouse entrance, providing residents to access the facility by bicycle or on foot. In addition, eight dedicated golf cart parking spaces are provided, recognizing golf carts as an important transportation mode within the City of Westlake and supporting convenient access for neighborhood residents.

Overall, staff finds that the proposed site design provides a well-organized, pedestrian-oriented neighborhood amenity that incorporates appropriate recreational facilities, multimodal connectivity, landscaping, and internal circulation while remaining compatible with the surrounding residential development.

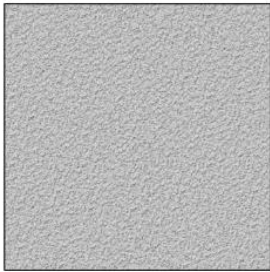
Parking

The City's Land Development Regulations do not establish a specific parking ratio for a neighborhood fieldhouse or private neighborhood amenity. Accordingly, parking was evaluated based upon the operational characteristics of the proposed use, anticipated demand, and the applicant's parking justification. The proposed development provides 50 automobile parking spaces, eight golf cart parking spaces, and sixteen bicycle parking spaces. Staff finds the parking supply adequate because the facility is intended primarily for neighborhood residents and is not expected to generate parking demand comparable to a public community park or regional recreational facility.

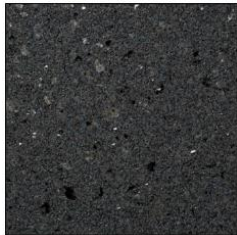
Proposed Architectural Elevations

Westlake Fieldhouse main building will continue with the design aesthetics goals and vision for the City of Westlake incorporating bays, articulation, materials and color palettes, as shown below. The proposed building incorporates modern architectural elements, including varying roof forms, extensive glazing, cementitious plaster finishes, wood-look siding, standing seam metal roofing, and articulated façades. Staff finds that the architectural design is compatible with the City's adopted architectural character and complements the surrounding residential development.

Materials



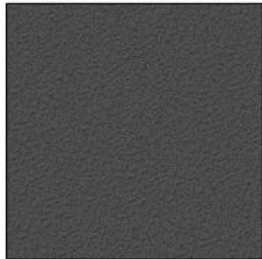
201: WHITE STUCCO FINISH



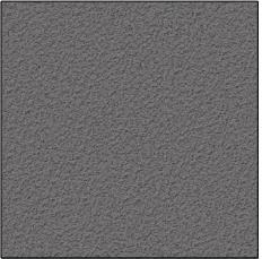
202: CEMENTITIOUS PLASTER WITH LIGHTWEIGHT FAUX STONE ACRYLIC TOP COAT



205: WOOD-LOOK SOFFIT AND SIDING

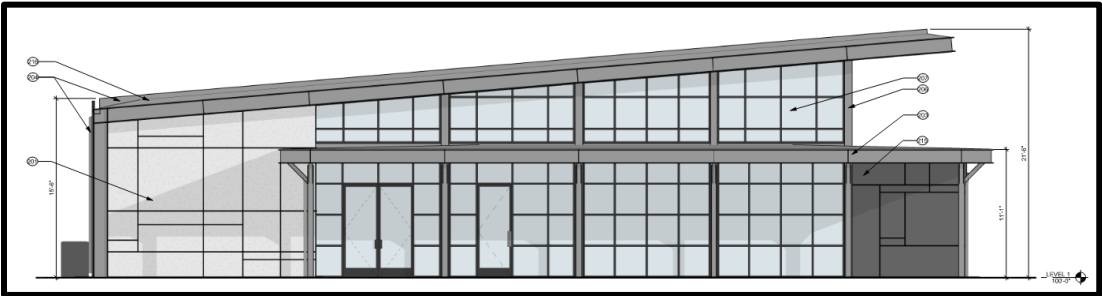


215: DARK GRAY STUCCO FINISH



217: LIGHT GRAY STUCCO FINISH

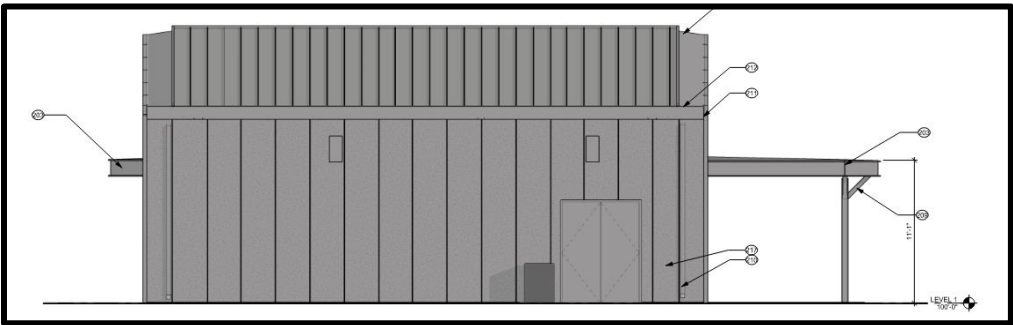
East Elevation



West Elevation



South Elevation



North Elevation



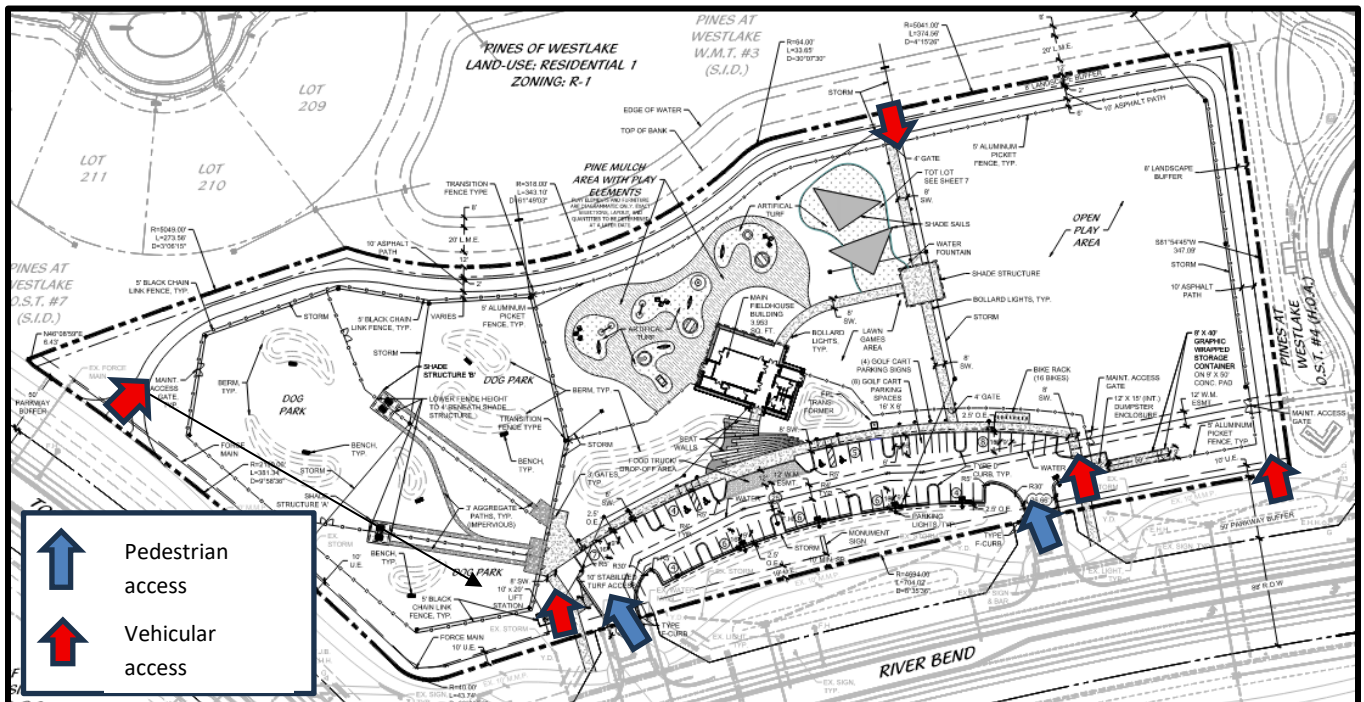
Art in Public Places Program Requirements

Pursuant to Article 24.2, Section 4, of the Art In Public Places (AIPP) Ordinance, non-residential development projects with building construction costs of one million dollars (\$1,000,000.00) or more must either contribute one percent (1%) of the building construction costs of the project as a fee to the Art Acquisition Fund, or provide artwork that has an appraised value equal to three quarters of a percent (0.75%) of the building construction costs of the project and incorporate such artwork into the non-residential development project.

The applicant has elected to satisfy the City's Art in Public Places requirements by contributing one percent (1%) of the building construction cost to the Art Acquisition Fund prior to building permit issuance.

Accessways, Connecting Sidewalks, and Display Areas

The Westlake Fieldhouse development provides **two** (2) access points to the site from River Bend. The site also includes sidewalk connections to Town Center Parkway and River Bend.



The following table presents compliance with applicable zoning code:

Zoning District: MixedUse	REQUIRED BY CODE	PROPOSED	COMMENTS
Setbacks			
Front (North)	Main Structure: 15'	123.66'	<i>In compliance</i>
Rear (South)	Main Structure: 15'	96.78'	<i>In compliance</i>
Side (East) (West)	Main Structure: 15'	East – 378.63' West – 331.02'	<i>In compliance</i>
Lot Coverage	Max Lot Coverage: 45%	1.94%	<i>In compliance</i>
Building Height	40 ft. max	21'-6"	<i>In compliance</i>
Parking	Parking requirement established through staff evaluation based on operational characteristics of the use.	Total: 58 spaces LSEV Parking: 8	<i>In compliance</i>
Sidewalks	Pedestrian walkways must be a of 5 ft. wide	5'	<i>In compliance</i>
Minimum Pervious / Open Space	Minimum 25%	25%	<i>In compliance</i>
Bike Racks	5% of Required Parking: 16	16	<i>In compliance</i>

Drainage

According to the submitted drainage statement “proposed that runoff be directed to on-site inlets and storm sewer and then connected to the Master Drainage System for water quality treatment and attenuation. Legal positive outfall is available via connection to the Master Drainage System which ultimately discharges to the S.I.D. canal system.”

Landscape

The preliminary landscape plan has been reviewed and is in compliance with City Code. Additional comments and actions might be forthcoming at time of full landscape permit review.

Traffic

All material traffic comments were addressed. The total trips projected for this application do not exceed the approved trips for Westlake per the Development Order.

Fire Rescue

The site plan application was reviewed by Mr. Wesley Jolin, IAAI-CFI, Fire Safety Specialist, from Palm Beach County Fire Rescue with no further comments.

Activity							
activity	assigned to	department	priority	date required	outcome	date completed	
Fire Department Review	Wesley Jolin	Fire Department	Routine	05/13/2026	No Comments	04/22/2026	
comments							
comments history							
start time	end time	hours spent	completed by				
h:mm a	h:mm a		Wesley Jolin				
date requested	original due date	requested time frame	location				
MM/dd/yyyy	MM/dd/yyyy	- none -	Westlake FL 33470				
notification email	notification phone number						
category	resource group	jurisdiction					
- none -	Fire Reviewers (PL)	- none -					
> 0 activity checklist add checklist item							
Associations Submittals Fees Letters Activities							

FINAL REMARKS

SPR-2025-07 will be heard by the City Council on August 4, 2026. The public hearing was advertised in compliance with the City's code.

The subject application was reviewed by the City of Westlake Staff (Planning and Zoning, Engineering), Seminole Improvement District (SID) and Palm Beach County Fire Rescue. Please see enclosed letter from City Engineer.