

4-23-26



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 COMPREHENSIVE PLAN TEXT/MAP AMENDMENT

LOCAL PLANNING AGENCY MEETING DATE: _____

CITY COUNCIL MEETING DATE: _____

The Local Planning Agency meets on the first Tuesday of the month at 5:30 p.m., the City Council meets on the first Tuesday of the month at 6:00 p.m. Both meetings are held at The Lodge at Westlake Adventure Park located at 5490 Kingfisher Blvd., Westlake, Florida.

See page 4 for review process and submittal deadline.

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 in the Comprehensive Plan Amendment Application Submittal Checklist (see page 5). If not applicable, indicate with N/A.
3. The applicant must be present at scheduled Local Planning Agency and City Council meetings.

I. TYPE OF APPLICATION AND APPLICANT INFORMATION

APPLICATION TYPE (Check all that apply):

CPA-2026-01

Small-Scale Map Amendment

☒ Large-Scale Map Amendment

☐ Text Amendment

Property Owner(s) of Record Minto PBLH, LLC

Address: 16604 Town Center Parkway, Suite B, Westlake, FL 33470

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

Applicant/Agent (if other than owner, complete Acknowledgement and Consent section on page 2):

Name: Donaldson E. Hearing - 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

Subject Property Address: TBD

Property Control Number (PCN): 77-40-43-01-30-002-0000

Legal Description of Property (Plat Book/Page, Section/Township/Range, or Metes and Bounds): _____

II. REQUEST AND JUSTIFICATION

A) **AMENDMENT REQUEST:** Large Scale Comprehensive Plan Map Amendment - Rezoning and
accompanying waiver of the small-scale plan amendment size limitation.

B) JUSTIFICATION FOR REQUESTED AMENDMENT

The Applicant shall provide a separate narrative explanation of the purpose of the proposed Comprehensive Plan amendment and justification for the proposed amendment (attach to application and provide in electronic format). Requirements are listed on page 5.

III. LAND USE, ZONING, AND ADJACENT PROPERTIES

	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	22.617 acres - WLW Phase 1	Mixed Use	Mixed Use
NORTH	22.617 acres - WLW Phase 1	Residential - 2	Residential - 2
SOUTH	22.617 acres - WLW Phase 1	Residential - 2	Residential - 2
EAST	22.617 acres - WLW Phase 1	Mixed Use	Mixed Use
WEST	22.617 acres - WLW Phase 1	Residential - 2	Residential - 2

IV. OWNER AND APPLICANT/AGENT ACKNOWLEDGEMENT AND CONSENT

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

I/we, the owners, hereby give consent to Donaldson E. 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

Date

Donaldson E. Hearing

Applicant/Agent's Name (please print)

Applicant/Agent's Signature

Date

V. APPLICATION FEES

See City of Westlake Fee Schedule

VI. ADMINISTRATIVE COSTS

The owner/applicant agrees to compensate the City for all additional administrative costs, actual or anticipated, including, but not limited to, engineering fees, consultant fees, and special studies prior to the processing of the application or not later than 30 days after final application approval whichever is determined as appropriate by the City. **Failure to make such payment shall be grounds for withholding a building or zoning permit.** Costs associated with advertising for public hearings and other public notice requirements are the responsibility of the owner/applicant. The fee shall be paid prior to such application being scheduled for a public hearing requiring notice.

John F. Carter

Owner's Signature to Acknowledge

Date

VII. SUBMITTAL REQUIREMENTS AND REVIEW PROCESS

The applicant shall submit the following documents to the City of Westlake **forty-five (45) business days** prior to the desired council meeting date:

- 1) For Review: Digital sets of professionally prepared plans and documents as specified in the COMPREHENSIVE PLAN AMENDMENT APPLICATION SUBMITTAL CHECKLIST (see page 5).**
- 2) For Final Submittal: Digital sets of plans and documents required in 1) above.**
- 3) Any other documents, maps, photographs, or drawings that may help clarify the position of the applicant.**

NOTE: All renderings, models, drawings, photos, etc., will become the property of the City of Westlake.