

**MINUTES OF WORKSHOP
CITY OF WESTLAKE**

A workshop of the City Council of the City of Westlake was held on Tuesday, September 23, 2019 at 6:02 p.m., at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	Mayor
Katrina Long Robinson	Vice Mayor
John Stanavitch	City Council Seat 1
Kara Crump	City Council Seat 2
Phillip Everett	City Council Seat 3

Also present were:

Kenneth Cassel	City Manager
Pam E. Booker, Esq.	City Attorney
Nilsa Zacarias	NZ Consultants
Tara W. Duhy	Lewis, Longman and Walker
John Carter	Minto PBLH, LLC
Residents	

The following is a summary of the minutes taken during the September 23, 2019 City of Westlake Council Workshop.

FIRST ORDER OF BUSINESS

Call to Order/Roll Call

Mayor Manning called the meeting to order and Mr. Cassel called the roll.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

The Pledge of Allegiance was recited.

THIRD ORDER OF BUSINESS

**Staff Presentation for Chapter 1
(Administration)**

Ms. Zacarias provided the Council with a presentation on Chapter 1, Administration.

- There are two levels to this chapter. The first level is when there is a conflict with consistency of the LDRs and the Comprehensive Plan.
- Ms. Booker stated the City Council has the power and authority to designate one or more Hearing Officers to make decisions as described in the LDRs and to empower the Hearing Officer to make other decisions as deemed appropriate by the Council. The City Council may not appoint an employee or attorney of the City to serve as Hearing Officer. The Hearing Officer must be an attorney with at least five years of experience in the area of land use and zoning.
- An overview of the interaction between the City and SID was provided.
- Ms. Booker noted this is a draft and staff is still meeting to discuss other provisions.

- Vice Mayor Long Robinson asked if other municipalities in the County use a Hearing Officer. Ms. Booker responded Collier County uses a Hearing Officer process. The City of Riviera Beach has language in their code for a Hearing Officer process but have not used it.

FOURTH ORDER OF BUSINESS

Review of Chapter 1 Draft

The floor was opened to public comments.

- Ms. Duhy addressed the Board on behalf of Minto PBLH, LLC. They fully support the language and process proposed in Chapter 1 for a Hearing Officer.

FIFTH ORDER OF BUSINESS

Staff Presentation for Chapter 2 (Land Development Procedures)

Ms. Zacarias provided the Council with a presentation on Chapter 2, Land Development Procedures.

- Mr. Cassel noted applications will be reviewed by SID to ensure nothing conflicts with SID infrastructure.
- All approvals are valid for 5 years from the date of approval.
- Conditional uses expire 12 months from the date of approval unless a longer time period is provided for in the approval.
- Re-zonings and Comprehensive Plan Amendments do not have an expiration date.
- Plats must be recorded within 18 months of the date of approval to remain valid.
- Extensions may be provided at the discretion of the City.
- Variances are approved by the Planning and Zoning Board.
- The City Manager may grant waivers in order to allow for innovative design.
- More details of the various procedures were reviewed.

SIXTH ORDER OF BUSINESS

Review of Chapter 2 Draft

There were no additional comments.

SEVENTH ORDER OF BUSINESS

Audience Comments on Agenda Items (3) Minute Time Limit

- Mr. Richard Moore addressed the Board regarding Chapter 2 regarding the clause for appeals.
- Ms. Duhy noted the language in Chapter 2 referenced by Mr. Moore is a requirement of Chapter 166.033(3), Florida Statutes.

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City of Westlake

- Ms. Booker addressed the concern regarding adult like businesses within the City. It is prohibited by law to exclusively prohibit these types of businesses; however, there are other means and methods used by other jurisdictions to limit their location.

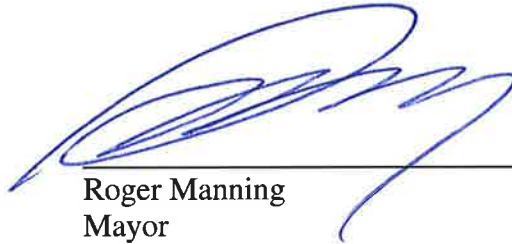
FIFTH ORDER OF BUSINESS

Adjournment

There being no further business, the meeting adjourned.



Kenneth Cassel
City Manager



Roger Manning
Mayor