

**MINUTES OF MEETING  
CITY OF WESTLAKE**

A meeting of the City Council of the City of Westlake was held on Monday, February 12, 2018, at 7:19 p.m., at the Westlake Community Center, 4005 Seminole-Pratt Whitney Road, Westlake, Florida.

Present and constituting a quorum were:

Roger Manning	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
Don Hearing	Coutleur & Hearing
Kate DeWitt	Coutleur & Hearing
John Carter	Minto PBLH, LLC
Robin Lee	United Health Systems

*The following is a summary of the minutes and actions taken during the February 12, 2018 City of Westlake Council Meeting.*

**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 during the Planning and Zoning meeting.

**THIRD ORDER OF BUSINESS**

**Approval of Agenda**

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the agenda was approved.
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**FOURTH ORDER OF BUSINESS**

**Audience Comments on Agenda Items (3)  
Minute Time Limit**

There being none, the next item followed.

**FIFTH ORDER OF BUSINESS**

**Approval of the Minutes of the January 8, 2018 Meeting**

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the minutes of the January 8, 2018 meeting were approved.

**SIXTH ORDER OF BUSINESS**

**Approval of Financial Statements for November and December 2017**

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the financials were approved.

**SECOND READING OF ORDINANCE**

Ms. Zacarias provided a brief overview of Ordinances 2018-1, 2018-2, 2018-3, 2018-4, 2018-5 and 2018-6.

Mr. Hearing briefly addressed the Council.

**SEVENTH ORDER OF BUSINESS**

**Ordinance 2018-1, Amending the City’s Interim Land Development Code, Article 1, Section D, Providing for a Definition and Calculation for Density Transition Zone; Article 1, Section F, Providing for Amendments to the Definition of Fitness Center; and Article 1, Section M, Providing for Amendments to the Definition of Medical or Dental Offices – Recommendation for Approval**

Mr. Cassel Read Ordinance 2018-1 by title only.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the second reading of City Ordinance 2018-1 was approved.

**EIGHTH ORDER OF BUSINESS**

**Ordinance 2018-2, Amending the City’s Interim Land Development Code, Article 3, Chapter E, Planned Development Districts (“PDDs”), Section 1(B), Table 3.E.1.B., Providing for Additional Types of Uses within the PDD Use Matrix Table for the Economic Development Center (“EDC”) Category for Mixed Use Plan Developments (“MUPD”) and Planned Unit Developments (“PUD”); Providing for Amendments to the Uses Allowed within Each Category - Recommendation for Approval**

Mr. Cassel read Ordinance 2018-2 by title only.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor the second reading of Ordinance 2018-2 was approved.

**NINTH ORDER OF BUSINESS**

**Ordinance 2018-3, Amending the City’s Interim Land Development Code, Article 3, Section 2, Planned Unit Developments (“PUDs”), Required Standards for Neighborhood Park, Table 3.E.2.C, Entitled Minimum Thresholds, Table 3.E.2.C., Entitled PUD Land Use Mix, and Table 3.E.2.D., Entitled PUD Property Development Regulations, Providing for Changes in the Planned Unit Developments (“PUD”) District - Recommendation for Approval**

Mr. Cassel read Ordinance 2018-3 by title only.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor the second reading of Ordinance 2018-3 was approved.

**TENTH ORDER OF BUSINESS**

**Ordinance 2018-4, Amending the City’s Interim Land Development Code, Article 3, Chapter F, Section 1, Table 3.F.1.F. Traditional Development District (“TDDs”) Permitted Use Schedule, Section 1, Table 3.F.2.A., Block Dimension Requirements, Street Design, Table 3.F.2.A, Sidewalk/Pathway Design Standards, Bicycle Parking, Landscape and Buffering, Fencing and Walls, Providing for Changes in the Traditional Development District (“TDDs”); Providing for Amendments to the Approval Process, Block Lengths and Street Design Standards - Recommendation for Approval**

Mr. Cassel read Ordinance 2018-4 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor the second reading of Ordinance 2018-4 was approved.

**ELEVENTH ORDER OF BUSINESS**

**Ordinance 2018-5, Amending the City’s Interim Land Development Code, Article 3, Chapter F, Section 3, Traditional Neighborhood Development District (“TNDs”), Table 3.F.3.C. TND Land Use, General Standards and Table 3.F.3.E., TND Residential Lot Size and Setback Regulations;, Article 3, Chapter F, Section 3(D) and Section 3(E); Providing for Changes in the Traditional Neighborhood Development District (“TND”); Providing for Amendments to the Land Use, General Standards, Lot Size and Setback Regulations - Recommendation for Approval**

Mr. Cassel read Ordinance 2018-5 by title only.

On MOTION by Councilman Everett seconded by Councilman Stanavitch with all in favor the second reading of Ordinance 2018-5 was approved.

**TWELFTH ORDER OF BUSINESS**

**Ordinance 2018-6, Amending the City’s Interim Land Development Code, Article 4, Chapter B, Supplementary Use Standards, Section 1, Uses, Providing for Changes in the Location, Use Limitation, and Development Thresholds for Place of Worship, Providing for a Modification of the Uses Permitted in Medical or Dental Office and Providing for Approval Process for Use in Retail Sales, General - Recommendation for Approval**

Mr. Cassel read Ordinance 2018-6 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor the second reading of Ordinance 2018-6 was approved.

**THIRTEENTH ORDER OF BUSINESS**

**Resolution 2018-3, Approving Final Plat of Hammocks of Westlake Phase II**

Mr. Hearing reviewed the final plat of Hammocks of Westlake Phase II.

Mr. Carter addressed the Council and updated them on the current rate of planning and development.

Mr. Cassel read Resolution 2018-3 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Stanavitch with all in favor Resolution 2018-3, Approving Final Plat of Hammocks of Westlake Phase II, was adopted.

**FOURTEENTH ORDER OF BUSINESS**

**Resolution 2018-4, Approving Final Plat of Medical Center, Phase I**

Mr. Hearing reviewed the final plat of Medical Center, Phase I.

Mr. Cassel read Resolution 2018-4 by title only.

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor Resolution 2018-4, Approving Final Plat of Medical Center, Phase I, was adopted.

**FIFTEENTH ORDER OF BUSINESS**

**Resolution 2018-5, Approving Site Plan of Medical Center, Phase I**

Ms. Zacarias reviewed the site plan of Medical Center, Phase I.

Mr. Hearing addressed the Board regarding UHS and Ms. Robin Lee of UHS explained that in the State of Florida a free standing emergency room must be connected to a hospital;

therefore, this free standing emergency room must be connected to Wellington Regional Medical Center. This is why Wellington Regional Medical Center must be on the signage.

Mr. Cassel read Resolution 2018-5 by title only.

On MOTION by Councilwoman Crump seconded by Councilman Everett with all in favor Resolution 2018-5, Approving Site Plan Medical Center, Phase I, was adopted.

**SIXTEENTH ORDER OF BUSINESS**

**Resolution 2018-2, Approving Site Plan for Amenity Parcel POD PC-1**

Ms. Zacarias and Ms. Dewitt reviewed the final site plan for Amenity Parcel POD PC-1.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor Resolution 2018-2, Approving Site Plan for Amenity Parcel POD PC-1, was adopted.

**SEVENTEENTH ORDER OF BUSINESS**

**Resolution 2018-6, Interlocal Agreement between Seminole Improvement District and City of Westlake**

Ms. Booker reviewed the Interlocal Agreement between the City and SID. SID is responsible for providing water, sewer, irrigation and drainage throughout the City of Westlake. Modifications were made so the City is the responsible party providing for park facilities in the City; however, those efforts will be coordinated with SID.

Mr. Cassel read Resolution 2018-6, by title only.

On MOTION by Councilman Stanavitch seconded by Councilman Everett with all in favor Resolution 2018-6, Approving the Interlocal Agreement with SID, was adopted.

**EIGHTEENTH ORDER OF BUSINESS**

**Resolution 2018-7, Amending the City's Budget for Housing Assistance Program**

Mr. Cassel stated this is a formality for auditing purposes and read Resolution 2018-7 by title only.

On MOTION by Councilman Everett seconded by Councilwoman Crump with all in favor Resolution 2018-7, Amending the City's budget for Housing Assistance Program, was adopted.

**NINETEENTH ORDER OF BUSINESS                      Request for Additional Meetings**

- A.     March 12, 2018 for Comprehensive Plan Adoption Hearing at 7:00 p.m.**
- B.     March 26, 2018 at 7:00 p.m.**

On MOTION by Councilman Stanavitch seconded by Councilwoman Crump with all in favor the Comprehensive Plan Adoption Hearing on March 12, 2018 at 7:00 p.m. and the additional meeting on March 26, 2018 at 7:00 p.m. were approved.

**TWENTIETH ORDER OF BUSINESS                      City Manager**

Mr. Cassel reported the following:

- The Comprehensive Plan sent to the Department of Economic Opportunity was received back with comments, which are being addressed by staff.
- As of January 31, 2018, 63 building permits have been processed.
- He has been working with Lieutenant Turner on coverage throughout the City.
- Solid waste cans and recycling bins are ready for future residents.
- The FP&L substation is under construction.
- Construction on Seminole Pratt Whitney Road is expected to be completed in July of 2018.
- FP&L is building a crossing culvert on the M2-Canal.

**TWENTYFIRST ORDER OF BUSINESS                      City Attorney**

Ms. Booker reported the following:

- There are two applications for the Housing Program, one of which is complete with supporting documents.
- She is still working with the County on Interlocal Agreements and hopes to be able to bring those to the Council in March.
- Meetings will be scheduled to begin discussions on the City’s own fee schedule.

**TWENTYSECOND ORDER OF BUSINESS                      Council Comments**

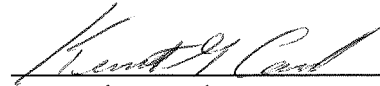
There being none, the next item followed.

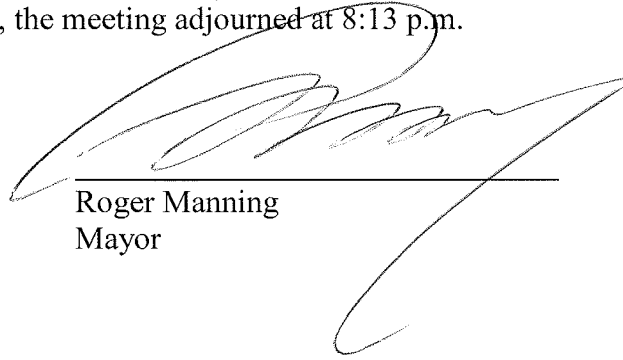
**TWENTYTHIRD ORDER OF BUSINESS                      Audience Comments on Other Items (3)  
Minute Time Limit**

Mr. Carter addressed the Council on the rapid growth of the City and complemented staff on their hard work.

**TWENTYFOURTH ORDER OF BUSINESS    Adjournment**

There being no further business, the meeting adjourned at 8:13 p.m.

  
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Kenneth Cassel  
City Manager

  
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Roger Manning  
Mayor