

CITY OF WESTLAKE



AGENDA

City Council Regular Meeting & First Budget Hearing

Tuesday, September 03, 2024, at 6:00 PM

The Lodge at Westlake Adventure Park
5490 Kingfisher Blvd.
Westlake, Florida 33470

Live Broadcasting:

<https://cityofwestlake.my.webex.com>

Meeting ID: 2631 480 3250 | Password: hello

or

United States Toll: +1-650-479-3208

CITY COUNCIL:

JohnPaul O'Connor, Mayor

Greg Langowski, Vice Mayor

Gary Werner, Council Member – Seat 1

Julian Martinez, Council Member – Seat 2

Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Ken Cassel, City Manager

Zoie P. Burgess, CMC, City Clerk

Donald J. Doody, Esq., City Attorney

Nilsa Zacarias, AICP, Planning and Zoning Director

Suzanne Dombrowski, P.E., ENV SP, City Engineer

[TENTATIVE: SUBJECT TO REVISION]

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

PUBLIC COMMENTS

This section of the agenda allows for comments from the public to speak. Each speaker will be given a total of three (3) minutes to comment. A public comment card should be completed and returned to the City Clerk. When you are called to speak, please go to the podium, and prior to addressing Council, state your name and address for the record. All public comments will be noted and may receive a response if necessary. Any follow-up will be handled by staff later.

PRESENTATIONS/PROCLAMATIONS

- [A.](#) Proclamation 2024-13 - Hunger Action Month
- [B.](#) Florida League of Cities Certificate acknowledgement to Vice Mayor Greg Langowski - Completion of the Institute for Elected Municipal Officials Program

CONSENT AGENDA

This section of the agenda consists of routine or administrative items that require final approval by the City Council and may be approved in its entirety by a single motion. There will be no discussion of these items unless a Council Member requests such, in which event, the item will be removed from the Consent Agenda and considered on a future agenda.

- [A.](#) Financial Report - June 2024
- [B.](#) Monthly Financial Report - July 2024

FIRST BUDGET HEARING

- [A.](#) RESOLUTION 2024-16 - Approval of Tentative Millage Rate for Fiscal Year 2025
Submitted By: Finance

RESOLUTION 2024-16

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF _____ FOR THE CITY'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024, ENDING ON SEPTEMBER 30, 2025; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

- [B.](#) RESOLUTION 2024-17 - Approval of Tentative Budget for Fiscal Year 2025
Submitted By: Finance

RESOLUTION 2024-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING ON SEPTEMBER 30, 2025; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE CITY FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

PUBLIC HEARING - QUASI-JUDICIAL

- A. MSP-2024-01:** The applicant is requesting approval of a Master Sign Plan for a commercial shopping center known as "Westlake Palms" located in Parcel F1, within the Westlake Landings development. Parcel F1 consists of 1.3 acres and will contain one (1) 10,400 square feet building. The subject application includes eight (8) waivers.

Submitted By: Planning and Zoning

- B. SPR-2024-03:** The applicant is requesting site plan approval of a 1.3-acre site for a proposed 10,400 sq.ft. Commercial use building to be known as "Westlake Palms" located in Parcel F1, within the Westlake Landings development. The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12' x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).

Submitted By: Planning and Zoning

PUBLIC HEARING

- A. RESOLUTION 2024- 20 - Residential Solid Waste Services Annual Special Assessment**

Submitted By: City Attorney's Office

RESOLUTION 2024-20

A RESOLUTION OF THE CITY OF WESTLAKE, FLORIDA, RELATING TO THE PROVISION OF RESIDENTIAL SOLID WASTE SERVICES, IN THE CITY OF WESTLAKE, FLORIDA; APPROVING THE ASSESSMENT RATE FOR RESIDENTIAL SOLID WASTE SERVICES FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; IMPOSING A RESIDENTIAL SOLID WASTE SERVICES SPECIAL ASSESSMENT AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF WESTLAKE FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

NEW BUSINESS

- A. FIRST READING:** ORDINANCE 2024-03 – CHAPTER 8 ENTITLED "PARKING REGULATIONS" AMENDING SECTION 7 ENTITLED "RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT"

Submitted By: Planning and Zoning

ORDINANCE NO. 2024-03

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CODE OF ORDINANCES BY SPECIFICALLY AMENDING CHAPTER 8 ENTITLED "PARKING REGULATIONS" BY SPECIFICALLY AMENDING SECTION 7 ENTITLED "RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT"; PROVIDING FOR DEFINITION OF TRAILERS; PROVIDING FOR PROHIBITION OF PARKING ON RIGHTS OF WAY; PROVIDING FOR THE DELETION OF ARTICLE 8.9 (E) RELATIVE TO ELECTRIC VEHICLE CHARGING STATIONS; PROVIDING FOR THE AMENDMENT TO TABLE 8-6 ENTITLED "REQUIRED OFF-STREET PARKING SPACES"; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

CITY COUNCIL COMMENTS

- A. Councilwoman Charlotte Leonard
- B. Councilman Julian Martinez
- C. Councilman Gary Werner
- D. Vice Mayor Greg Langowski
- E. Mayor JohnPaul O'Connor

REPORT - STAFF

REPORT - CITY ATTORNEY

REPORT - CITY MANAGER

PUBLIC COMMENTS

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ADJOURNMENT

Next Meeting (Subject to Change or be Cancelled): October 1, 2024

NOTICE: If a person, firm or corporation decides to appeal any decision made by the City Council with respect to any matter considered at this meeting, you will need a record of the proceedings, and you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (The above notice is required by State Law. Anyone desiring a verbatim transcript shall have the responsibility, at his own cost, to arrange for the transcript). The City of Westlake does not prepare or provide such verbatim record.

In accordance with the Americans with Disabilities Act, persons who need an accommodation in order to attend or participate in this meeting should contact the City Clerk at (561) 530-5880 at least three (3) business days prior to the meeting in order to request such assistance.

AGENDA POSTED: August 23, 2024

File Attachments for Item:

A. Proclamation 2024-13 - Hunger Action Month

Proclamation

DECLARING OCTOBER 2024 AS HUNGER ACTION MONTH

WHEREAS, since 1981 Feeding South Florida has worked to end hunger by providing our community in need with immediate access to nutritious food; and

WHEREAS, hunger does not discriminate. It knows no race, religion, or age. In South Florida approximately one million individuals face hunger. Food should not be an impossible choice for the community of the City of Westlake; and

WHEREAS, Feeding South Florida leads hunger and poverty advocacy efforts in our community while transforming lives through innovative programming and education that provides economic growth and overall well-being; and

WHEREAS, the City of Westlake is therefore committed to supporting Feeding South Florida, so that together we can achieve a hunger-free South Florida.

NOW, THEREFORE, ON BEHALF OF THE CITY COUNCIL AND THE PEOPLE OF THE CITY OF WESTLAKE, I, JOHNPAUL O’CONNOR, MAYOR OF THE CITY OF WESTLAKE, BY VIRTUE OF THE AUTHORITY VESTED IN ME, DO HEREBY OFFICIALLY PROCLAIM AND RECOGNIZE OCTOBER 2024 AS;

“HUNGER ACTION MONTH”

BE IT FURTHER PROCLAIMED BY THE CITY OF WESTLAKE that this proclamation is duly sealed, ribboned and approved by the members of this Council. The foregoing proclamation was sponsored by Councilwoman Charlotte Leonard, and upon unanimous consent of the Council, the Mayor declared the proclamation duly enacted.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Westlake, Florida to be affixed this 3rd day of September 2024.

JohnPaul O’Connor, Mayor

ATTEST:

Zoie P. Burgess, CMC
City Clerk

File Attachments for Item:

B. Florida League of Cities Certificate acknowledgement to Vice Mayor Greg Langowski -
Completion of the Institute for Elected Municipal Officials Program



June 11, 2024

Vice Mayor Greg Langowski
City of Westlake
4001 Seminole Pratt Whitney Rd
Westlake, FL 33470-3754

Dear Vice Mayor Greg Langowski,

On behalf of the Florida League of Cities, I am pleased to award this certificate to you for the completion of the Institute for Elected Municipal Officials in Palm Beach Gardens, FL on June 7th – 8th, 2024.

It is our sincere hope that you found the program challenging and worthwhile. We encourage you take advantage of other training opportunities through FLC University. We also invite you to register for the next offering of IEMO II, when registration opens. You can find dates and locations for other trainings on our event calendar.

We strongly believe that your attendance at the Institute is indicative of your continued commitment to improving the quality of municipal government in Florida. If we may be of assistance in the future, please do not hesitate to call upon us.

Sincerely,

A handwritten signature in black ink that reads "Lynn S. Tipton".

Lynn S. Tipton
Director, FLC University
Florida League of Cities



MEMO



Certificate of Completion

June 7-8, 2024 • Palm Beach Gardens, FL

Presented to

Greg Langowski

Vice Mayor

City of Westlake



File Attachments for Item:

A. Financial Report - June 2024

City of Westlake

Financial Report

June 30, 2024



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City of Westlake

Financial Statements

June 30, 2024

Balance Sheet
June 30, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
ASSETS				
Current Assets				
Cash - Checking Account	\$ 1,458,904	\$ -	\$ -	\$ 1,458,904
Cash Restricted for Donated Funds	36,840	-	-	36,840
Assessments Receivable	40,454	-	-	40,454
Due from Vendor	30	-	-	30
Due From Other Funds	-	-	26,490	26,490
Investments:				
Money Market Account	5,700,277	4,481,917	-	10,182,194
Deposits	666	-	-	666
Total Current Assets	7,237,171	4,481,917	26,490	11,745,578
Noncurrent Assets				
Mortgages Receivable	-	598,373	-	598,373
Total Noncurrent Assets	-	598,373	-	598,373
TOTAL ASSETS	\$ 7,237,171	\$ 5,080,290	\$ 26,490	\$ 12,343,951
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 150,542	\$ -	\$ 143,754	\$ 294,296
Accrued Expenses	9,200	-	55,745	64,945
DBPR surcharge	4,110	-	-	4,110
DCA surcharge	5,998	-	-	5,998
Impact Fees	257,280	-	-	257,280
Unearned Revenue	519,001	-	-	519,001
Due To Other Districts	714	-	-	714
Due To Other Gov'tl Units	4,059	-	-	4,059
Deferred Revenue-Developer Submittals (Minto)	-	-	62,220	62,220
Donations-Art in Public Places	36,840	-	-	36,840
Due To Other Funds	26,490	-	-	26,490
Total Current Liabilities	1,014,234	-	261,719	1,275,953
Long-Term Liabilities				
Deferred Inflow of Resources	40,454	-	-	40,454
Total Long-Term Liabilities	40,454	-	-	40,454
TOTAL LIABILITIES	1,054,688	-	261,719	1,316,407

Balance Sheet
June 30, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
FUND BALANCES				
Nonspendable:				
Deposits	666	-	-	666
Restricted for:				
Special Revenue	-	5,080,290	-	5,080,290
Unassigned:	6,181,817	-	(235,229)	5,946,588
TOTAL FUND BALANCES	\$ 6,182,483	\$ 5,080,290	\$ (235,229)	\$ 11,027,544
TOTAL LIABILITIES & FUND BALANCES	\$ 7,237,171	\$ 5,080,290	\$ 26,490	\$ 12,343,951

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 158,982	\$ 158,982
Ad Valorem Taxes	4,721,257	4,721,257	4,512,482	(208,775)
Ad Valorem Taxes - Prior Years	-	-	1,894	1,894
Ad Valorem Taxes - Discounts	(188,850)	(188,850)	(179,095)	9,755
FPL Franchise	365,200	273,900	302,125	28,225
Gas	60,100	45,075	152,959	107,884
Solid Waste	22,200	16,650	18,926	2,276
Electricity	430,600	322,950	322,444	(506)
Water	109,000	81,750	85,023	3,273
Gas	102,900	77,175	84,434	7,259
Communication Services Taxes	148,400	111,300	106,591	(4,709)
Occupational Licenses	6,100	4,575	9,143	4,568
Building Permits - Admin Fee	95,700	71,775	60,287	(11,488)
State Revenue Sharing Proceeds	43,200	32,400	32,358	(42)
Alcoholic Beverage License	-	-	575	575
Other Public Safety Chrgs/Fees	5,400	4,050	6,830	2,780
Garbage/Solid Waste Revenue	228,900	171,675	76,880	(94,795)
Other Operating Revenues	13,200	9,900	9,388	(512)
Special Events	-	-	10,050	10,050
Event Sponsors	-	-	55,150	55,150
Judgements and Fines	-	-	4,727	4,727
Interest - Tax Collector	-	-	4,580	4,580
Special Assmnts- Tax Collector	499,468	499,468	499,127	(341)
Special Assmnts- Delinquent	-	-	281	281
Special Assmnts- Discounts	(19,979)	(19,979)	(19,306)	673
Other Miscellaneous Revenues	-	-	815	815
Lien Search Fee	5,900	4,425	9,690	5,265
TOTAL REVENUES	6,648,696	6,239,496	6,327,340	87,844

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>EXPENDITURES</u>				
<u>Legislative</u>				
Mayor/Council Stipend	60,000	45,000	45,000	-
FICA Taxes	4,600	3,450	3,443	7
ProfServ-Legislative Expense	24,000	18,000	-	18,000
Telephone, Cable & Internet Service	3,800	2,850	3,548	(698)
Lease - Building	16,000	12,000	5,500	6,500
Public Officials Insurance	4,200	4,200	4,557	(357)
Misc-Election Fee	-	-	240	(240)
Misc-Event Expense	250,000	50,000	232,615	(182,615)
Council Expenses	50,000	37,500	58,869	(21,369)
Dues, Licenses, Subscriptions	1,600	1,300	3,850	(2,550)
Total Legislative	414,200	174,300	357,622	(183,322)
<u>City Manager</u>				
Contracts-City Manager	220,000	165,000	170,340	(5,340)
Miscellaneous Expenses	-	-	792	(792)
Office Supplies	12,300	9,225	7,583	1,642
Dues, Licenses, Subscriptions	2,900	1,675	2,420	(745)
Total City Manager	235,200	175,900	181,135	(5,235)
<u>City Clerk</u>				
ProfServ-Web Site Maintenance	6,100	4,950	6,799	(1,849)
Contracts-City Clerk	218,600	163,950	163,950	-
Postage and Freight	1,500	1,125	483	642
Printing	15,500	11,625	117	11,508
Legal Advertising	23,200	17,400	4,765	12,635
Miscellaneous Services	1,300	975	804	171
Miscellaneous Expenses	-	-	1,022	(1,022)
Office Supplies	2,900	2,175	-	2,175
Dues, Licenses, Subscriptions	19,700	18,430	18,658	(228)
Total City Clerk	288,800	220,630	196,598	24,032

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Finance</u>				
Auditing Services	7,000	7,000	-	7,000
Contracts-Finance	85,600	64,200	68,019	(3,819)
Office Supplies	-	-	117	(117)
Total Finance	92,600	71,200	68,136	3,064
<u>Legal Counsel</u>				
ProfServ-Legal Services	101,400	76,050	65,033	11,017
Total Legal Counsel	101,400	76,050	65,033	11,017
<u>Other Administrative Services</u>				
ProfServ-Info Technology	81,100	60,825	58,667	2,158
Contracts-Admin. Service	286,100	214,575	224,577	(10,002)
Misc-Assessment Collection Cost	5,000	5,000	4,367	633
General Government	150,000	112,500	10,391	102,109
Total Other Administrative Services	522,200	392,900	298,002	94,898
<u>Facility Services</u>				
Telephone, Cable & Internet Service	16,200	12,150	8,553	3,597
Lease - Copier	12,500	9,375	9,599	(224)
Lease - Building	86,700	65,025	-	65,025
Insurance (Liab,Auto,Property)	8,100	8,100	11,017	(2,917)
Miscellaneous Services	1,700	1,275	578	697
Cleaning Services	26,000	19,500	15,245	4,255
Principal-Capital Lease	18,200	13,987	17,242	(3,255)
Interest-Capital Lease	4,400	3,316	4,325	(1,009)
Total Facility Services	173,800	132,728	66,559	66,169
<u>Community Services</u>				
Contracts-Solid Waste	926,300	694,725	793,892	(99,167)
Contracts-Sheriff	1,025,600	769,200	769,187	13
Electricity	142,700	107,025	88,976	18,049
R&M-Community Maintenance	29,100	21,825	21,825	-
Operating Supplies	57,300	42,975	27,955	15,020
Roadway Services	28,000	21,000	4,706	16,294
Total Community Services	2,209,000	1,656,750	1,706,541	(49,791)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Capital Expenditures & Projects</u>				
Capital Improvements	50,000	50,000	-	50,000
Cap Outlay - Equipment	-	-	37,761	(37,761)
Total Capital Expenditures & Projects	50,000	50,000	37,761	12,239
<u>Reserves</u>				
Misc-Contingency	201,900	151,425	16,754	134,671
1st Quarter Operating Reserves	1,059,800	794,850	-	794,850
Reserve - Capital Projects	200,000	150,000	-	150,000
Total Reserves	1,461,700	1,096,275	16,754	1,079,521
TOTAL EXPENDITURES & RESERVES	5,548,900	4,046,733	2,994,141	1,052,592
Excess (deficiency) of revenues Over (under) expenditures	1,099,796	2,192,763	3,333,199	1,140,436
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	1,099,796	-	-	-
TOTAL FINANCING SOURCES (USES)	1,099,796	-	-	-
Net change in fund balance	\$ 1,099,796	\$ 2,192,763	\$ 3,333,199	\$ 1,140,436
FUND BALANCE, BEGINNING (OCT 1, 2023)	2,849,284	2,849,284	2,849,284	
FUND BALANCE, ENDING	\$ 3,949,080	\$ 5,042,047	\$ 6,182,483	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 106,959	\$ 106,959
Dividends	-	-	48,710	48,710
Donations	300,000	225,000	546,883	321,883
TOTAL REVENUES	300,000	225,000	702,552	477,552
EXPENDITURES				
Public Assistance				
Misc-Admin Fee (%)	21,000	15,750	3,990	11,760
Assistance Program	279,000	209,250	-	209,250
Total Public Assistance	300,000	225,000	3,990	221,010
TOTAL EXPENDITURES	300,000	225,000	3,990	221,010
Excess (deficiency) of revenues Over (under) expenditures	-	-	698,562	698,562
Net change in fund balance	\$ -	\$ -	\$ 698,562	\$ 698,562
FUND BALANCE, BEGINNING (OCT 1, 2023)	4,381,728	4,381,728	4,381,728	
FUND BALANCE, ENDING	\$ 4,381,728	\$ 4,381,728	\$ 5,080,290	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Building Permits	\$ 2,284,500	\$ 1,713,375	\$ 758,196	\$ (955,179)
Reinspection Fees	4,800	3,600	350	(3,250)
Building Permits - Surcharge	4,200	3,150	4,104	954
Other Building Permit Fees	30,000	22,500	62,283	39,783
Building Permits - Admin Fee	135,400	101,550	92,383	(9,167)
Engineering Permits	330,500	247,875	69,812	(178,063)
Planning & Zoning Permits	293,200	219,900	37,541	(182,359)
TOTAL REVENUES	3,082,600	2,311,950	1,024,669	(1,287,281)

EXPENDITURES

Comprehensive Planning

ProfServ-Engineering	308,500	231,375	128,768	102,607
ProfServ-Info Technology	200,800	150,600	202,720	(52,120)
ProfServ-Legal Services	75,300	56,475	19,860	36,615
ProfServ-Planning/Zoning Board	293,200	219,900	230,793	(10,893)
ProfServ-Compliance Service	185,800	139,350	136,080	3,270
ProfServ-Consultants	22,000	16,500	-	16,500
ProfServ-Building Permits	1,796,000	1,347,000	952,398	394,602
Outside Legal Services	1,800	1,350	-	1,350
Telephone, Cable & Internet Service	5,300	3,975	3,839	136
Lease - Copier	6,800	5,100	3,238	1,862
Lease - Building	43,400	32,550	-	32,550
Printing	2,200	1,650	713	937
Miscellaneous Services	1,300	975	348	627
Misc-Admin Fee (%)	116,600	87,450	66,206	21,244
Billing Service Fees	-	-	19,584	(19,584)
Office Supplies	2,100	1,575	445	1,130
Cleaning Services	15,900	11,925	14,625	(2,700)
Principal-Capital Lease	4,500	3,447	-	3,447
Interest-Capital Lease	1,100	829	-	829
Total Comprehensive Planning	3,082,600	2,312,026	1,779,617	532,409
TOTAL EXPENDITURES	3,082,600	2,312,026	1,779,617	532,409

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending June 30, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues				
Over (under) expenditures	-	(76)	(754,948)	(754,872)
Net change in fund balance	\$ -	\$ (76)	\$ (754,948)	\$ (754,872)
FUND BALANCE, BEGINNING (OCT 1, 2023)	519,719	519,719	519,719	
FUND BALANCE, ENDING	\$ 519,719	\$ 519,643	\$ (235,229)	

City of Westlake

Supporting Schedules

June 30, 2024

Cash and Investment Report

June 30, 2024

GENERAL FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	BankUnited	Checking Account	n/a	\$1,458,904
Money Market	BankUnited	MMA	5.25%	\$5,737,117
		Subtotal		\$7,196,021

SPECIAL REVENUE FUND

Money Market	BankUnited	MMA	5.25%	\$1,326,493
Government Checking	Valley Bank	Checking Account	5.25%	\$66,707
Brokerage Account	Valley Bank	Government Fund Class A	4.88%	\$3,088,718
		Subtotal		\$4,481,918
		Total		\$11,677,938

File Attachments for Item:

B. Monthly Financial Report - July 2024



MEMORANDUM

TO: Members of the City Council, City of Westlake
FROM: Steven Fowler, Accountant
CC: Ken Cassel, City Manager
DATE: August 19, 2024
SUBJECT: July Financial Report

Please find attached the July 2024 financial report. During your review, please keep in mind that the goal is for revenue to meet or exceed the year-to-date budget and for expenditures to be at or below the year-to-date budget. An overview of the City's funds is provided below. Should you have any questions or require additional information, please contact me at Steven.Fowler@inframark.com.

General Fund

- Total Revenues through July were approximately 99% of the annual budget. Collections of the FY2024 Ad Valorem Tax and Special Assessments were approximately 97% and 99%, respectively.
- Total Expenditures and Contingency through July were approximately 78% of the annual budget.

Special Revenue Fund – Housing Assistance Program

- Total Revenues through July were approximately 271% of the annual budget, which was a result of a higher than anticipated rate of construction and donations on commercial permits. A donation of \$1,500 per Single Family Residence building permit is paid into the Housing Assistance Program.

Special Revenue Fund – Comprehensive Planning Services

- Total Revenues through July were approximately 37% of the annual budget.
- Total Expenditures through July were approximately 63% of the annual budget.

City of Westlake

Financial Report

July 31, 2024



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City of Westlake

Financial Statements

July 31, 2024

Balance Sheet
July 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
<u>ASSETS</u>				
Current Assets				
Cash - Checking Account	\$ 1,974,367	\$ -	\$ -	\$ 1,974,367
Cash Restricted for Donated Funds	36,840	-	-	36,840
Assessments Receivable	40,454	-	-	40,454
Due From Other Funds	60,684	-	-	60,684
Investments:				
Money Market Account	5,333,939	4,609,711	-	9,943,650
Deposits	666	-	-	666
Total Current Assets	7,446,950	4,609,711	-	12,056,661
Noncurrent Assets				
Mortgages Receivable	-	582,373	-	582,373
Total Noncurrent Assets	-	582,373	-	582,373
TOTAL ASSETS	\$ 7,446,950	\$ 5,192,084	\$ -	\$ 12,639,034

LIABILITIES

Current Liabilities

Accounts Payable	\$ 105,528	\$ -	\$ 113,436	\$ 218,964
Accrued Expenses	98,805	-	57,324	156,129
DBPR surcharge	2,098	-	-	2,098
DCA surcharge	3,111	-	-	3,111
Impact Fees	495,960	-	-	495,960
Unearned Revenue	525,944	-	-	525,944
Due To Other Districts	7,970	-	-	7,970
Due To Other Gov'tl Units	5,724	-	-	5,724
Deferred Revenue-Developer Submittals (Minto)	-	-	62,116	62,116
Donations-Art in Public Places	36,840	-	-	36,840
Due To Other Funds	-	-	60,684	60,684
Total Current Liabilities	1,281,980	-	293,560	1,575,540

Balance Sheet
July 31, 2024

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
Long-Term Liabilities				
Deferred Inflow of Resources	40,454	-	-	40,454
Total Long-Term Liabilities	40,454	-	-	40,454
TOTAL LIABILITIES	1,322,434	-	293,560	1,615,994
FUND BALANCES				
Nonspendable:				
Deposits	666	-	-	666
Restricted for:				
Special Revenue	-	5,192,084	-	5,192,084
Unassigned:	6,123,850	-	(293,560)	5,830,290
TOTAL FUND BALANCES	\$ 6,124,516	\$ 5,192,084	\$ (293,560)	\$ 11,023,040
TOTAL LIABILITIES & FUND BALANCES	\$ 7,446,950	\$ 5,192,084	\$ -	\$ 12,639,034

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
REVENUES				
Interest - Investments	\$ -	\$ -	\$ 182,643	\$ 182,643
Ad Valorem Taxes	4,721,257	4,721,257	4,565,338	(155,919)
Ad Valorem Taxes - Prior Years	-	-	1,894	1,894
Ad Valorem Taxes - Discounts	(188,850)	(188,850)	(179,095)	9,755
FPL Franchise	365,200	304,333	335,614	31,281
Gas	60,100	50,083	152,959	102,876
Solid Waste	22,200	18,500	21,201	2,701
Electricity	430,600	358,833	369,944	11,111
Water	109,000	90,833	110,215	19,382
Gas	102,900	85,750	94,687	8,937
Communication Services Taxes	148,400	123,667	120,077	(3,590)
Occupational Licenses	6,100	5,083	24,385	19,302
Building Permits - Admin Fee	95,700	79,750	71,321	(8,429)
State Revenue Sharing Proceeds	43,200	36,000	38,176	2,176
Alcoholic Beverage License	-	-	1,101	1,101
Other Public Safety Chrgs/Fees	5,400	4,500	7,936	3,436
Garbage/Solid Waste Revenue	228,900	190,750	109,211	(81,539)
Other Operating Revenues	13,200	9,900	10,638	738
Special Events	-	-	10,200	10,200
Event Sponsors	-	-	55,650	55,650
Judgements and Fines	-	-	4,938	4,938
Interest - Tax Collector	-	-	6,165	6,165
Special Assmnts- Tax Collector	499,468	499,468	502,846	3,378
Special Assmnts- Delinquent	-	-	281	281
Special Assmnts- Discounts	(19,979)	(19,979)	(19,306)	673
Other Miscellaneous Revenues	-	-	815	815
Lien Search Fee	5,900	4,917	10,783	5,866
TOTAL REVENUES	6,648,696	6,374,795	6,610,617	235,822

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>EXPENDITURES</u>				
<u>Legislative</u>				
Mayor/Council Stipend	60,000	50,000	50,000	-
FICA Taxes	4,600	3,833	3,825	8
ProfServ-Legislative Expense	24,000	20,000	-	20,000
Telephone, Cable & Internet Service	3,800	3,167	3,942	(775)
Lease - Building	16,000	13,333	7,550	5,783
Public Officials Insurance	4,200	4,200	4,557	(357)
Misc-Election Fee	-	-	240	(240)
Misc-Event Expense	250,000	250,000	253,289	(3,289)
Council Expenses	50,000	41,667	65,369	(23,702)
Dues, Licenses, Subscriptions	1,600	1,300	3,850	(2,550)
Total Legislative	414,200	387,500	392,622	(5,122)
<u>City Manager</u>				
Contracts-City Manager	220,000	183,333	190,454	(7,121)
Miscellaneous Expenses	-	-	792	(792)
Office Supplies	12,300	10,250	10,552	(302)
Dues, Licenses, Subscriptions	2,900	1,878	2,420	(542)
Total City Manager	235,200	195,461	204,218	(8,757)
<u>City Clerk</u>				
ProfServ-Web Site Maintenance	6,100	5,333	7,308	(1,975)
Contracts-City Clerk	218,600	182,167	182,167	-
Postage and Freight	1,500	1,250	1,825	(575)
Printing	15,500	12,917	136	12,781
Legal Advertising	23,200	19,333	5,555	13,778
Miscellaneous Services	1,300	1,083	804	279
Miscellaneous Expenses	-	-	1,022	(1,022)
Office Supplies	2,900	2,417	-	2,417
Dues, Licenses, Subscriptions	19,700	18,530	20,069	(1,539)
Total City Clerk	288,800	243,030	218,886	24,144

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Finance</u>				
Auditing Services	7,000	7,000	-	7,000
Contracts-Finance	85,600	71,333	76,425	(5,092)
Office Supplies	-	-	117	(117)
Total Finance	92,600	78,333	76,542	1,791
<u>Legal Counsel</u>				
ProfServ-Legal Services	101,400	84,500	72,233	12,267
Total Legal Counsel	101,400	84,500	72,233	12,267
<u>Other Administrative Services</u>				
ProfServ-Info Technology	81,100	67,583	74,264	(6,681)
Contracts-Admin. Service	286,100	238,417	252,447	(14,030)
Misc-Assessment Collection Cost	5,000	5,000	4,256	744
General Government	150,000	125,000	10,391	114,609
Total Other Administrative Services	522,200	436,000	341,358	94,642
<u>Facility Services</u>				
Telephone, Cable & Internet Service	16,200	13,500	9,317	4,183
Lease - Copier	12,500	10,417	10,674	(257)
Lease - Building	86,700	72,250	-	72,250
Insurance (Liab,Auto,Property)	8,100	8,100	11,017	(2,917)
Miscellaneous Services	1,700	1,417	578	839
Cleaning Services	26,000	21,667	16,530	5,137
Principal-Capital Lease	18,200	15,391	19,054	(3,663)
Interest-Capital Lease	4,400	3,677	4,721	(1,044)
Total Facility Services	173,800	146,419	71,891	74,528
<u>Community Services</u>				
Contracts-Solid Waste	926,300	771,917	891,156	(119,239)
Contracts-Sheriff	1,025,600	854,667	854,653	14
Electricity	142,700	118,917	99,861	19,056
R&M-Community Maintenance	29,100	24,250	24,273	(23)
Operating Supplies	57,300	42,975	27,955	15,020
Roadway Services	28,000	21,000	4,706	16,294
Total Community Services	2,209,000	1,833,726	1,902,604	(68,878)

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>Capital Expenditures & Projects</u>				
Capital Improvements	50,000	50,000	-	50,000
Cap Outlay - Equipment	-	-	37,761	(37,761)
Total Capital Expenditures & Projects	50,000	50,000	37,761	12,239
<u>Reserves</u>				
Misc-Contingency	201,900	168,250	17,270	150,980
1st Quarter Operating Reserves	1,059,800	883,167	-	883,167
Reserve - Capital Projects	200,000	166,667	-	166,667
Total Reserves	1,461,700	1,218,084	17,270	1,200,814
TOTAL EXPENDITURES & RESERVES	5,548,900	4,673,053	3,335,385	1,337,668
Excess (deficiency) of revenues Over (under) expenditures	1,099,796	1,701,742	3,275,232	1,573,490
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	1,099,796	-	-	-
TOTAL FINANCING SOURCES (USES)	1,099,796	-	-	-
Net change in fund balance	\$ 1,099,796	\$ 1,701,742	\$ 3,275,232	\$ 1,573,490
FUND BALANCE, BEGINNING (OCT 1, 2023)	2,849,284	2,849,284	2,849,284	
FUND BALANCE, ENDING	\$ 3,949,080	\$ 4,551,026	\$ 6,124,516	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 113,169	\$ 113,169
Dividends	-	-	61,294	61,294
Donations	300,000	250,000	639,883	389,883
TOTAL REVENUES	300,000	250,000	814,346	564,346
<u>EXPENDITURES</u>				
<u>Public Assistance</u>				
Misc-Admin Fee (%)	21,000	17,500	3,990	13,510
Assistance Program	279,000	232,500	-	232,500
Total Public Assistance	300,000	250,000	3,990	246,010
TOTAL EXPENDITURES	300,000	250,000	3,990	246,010
Excess (deficiency) of revenues Over (under) expenditures	-	-	810,356	810,356
Net change in fund balance	\$ -	\$ -	\$ 810,356	\$ 810,356
FUND BALANCE, BEGINNING (OCT 1, 2023)	4,381,728	4,381,728	4,381,728	
FUND BALANCE, ENDING	\$ 4,381,728	\$ 4,381,728	\$ 5,192,084	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Building Permits	\$ 2,284,500	\$ 1,903,750	\$ 837,221	\$ (1,066,529)
Reinspection Fees	4,800	4,000	350	(3,650)
Building Permits - Surcharge	4,200	3,500	4,597	1,097
Other Building Permit Fees	30,000	25,000	71,433	46,433
Building Permits - Admin Fee	135,400	112,833	108,123	(4,710)
Engineering Permits	330,500	275,417	72,999	(202,418)
Planning & Zoning Permits	293,200	244,333	39,791	(204,542)
TOTAL REVENUES	3,082,600	2,568,833	1,134,514	(1,434,319)
<u>EXPENDITURES</u>				
<u>Comprehensive Planning</u>				
ProfServ-Engineering	308,500	257,083	137,273	119,810
ProfServ-Info Technology	200,800	167,333	216,909	(49,576)
ProfServ-Legal Services	75,300	62,750	22,060	40,690
ProfServ-Planning/Zoning Board	293,200	244,333	256,393	(12,060)
ProfServ-Compliance Service	185,800	154,833	149,760	5,073
ProfServ-Consultants	22,000	18,333	-	18,333
ProfServ-Building Permits	1,796,000	1,496,667	1,041,763	454,904
Outside Legal Services	1,800	1,500	-	1,500
Telephone, Cable & Internet Service	5,300	4,417	4,418	(1)
Lease - Copier	6,800	5,667	3,494	2,173
Lease - Building	43,400	36,167	-	36,167
Printing	2,200	1,833	713	1,120
Miscellaneous Services	1,300	1,083	348	735
Misc-Admin Fee (%)	116,600	97,167	68,841	28,326
Billing Service Fees	-	-	28,776	(28,776)
Office Supplies	2,100	1,750	919	831
Cleaning Services	15,900	13,250	16,125	(2,875)
Principal-Capital Lease	4,500	3,798	-	3,798
Interest-Capital Lease	1,100	919	-	919
Total Comprehensive Planning	3,082,600	2,568,883	1,947,792	621,091
TOTAL EXPENDITURES	3,082,600	2,568,883	1,947,792	621,091

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending July 31, 2024

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
Excess (deficiency) of revenues				
Over (under) expenditures	-	(50)	(813,278)	(813,228)
Net change in fund balance	\$ -	\$ (50)	\$ (813,278)	\$ (813,228)
FUND BALANCE, BEGINNING (OCT 1, 2023)	519,718	519,719	519,718	
FUND BALANCE, ENDING	\$ 519,718	\$ 519,669	\$ (293,560)	

City of Westlake

Supporting Schedules

July 31, 2024

Cash and Investment Report

July 31, 2024

GENERAL FUND

<u>Account Name</u>	<u>Bank Name</u>	<u>Investment Type</u>	<u>Yield</u>	<u>Balance</u>
Checking Account - Operating	BankUnited	Checking Account	n/a	\$1,974,367
Money Market	BankUnited	MMA	5.25%	\$5,370,779
		Subtotal		\$7,345,146

SPECIAL REVENUE FUND

Money Market	BankUnited	MMA	5.25%	\$1,441,408
Government Checking	Valley Bank	Checking Account	5.25%	\$67,000
Brokerage Account	Valley Bank	Government Fund Class A	4.89%	\$3,101,302
		Subtotal		\$4,609,711
		Total		\$11,954,857

File Attachments for Item:

A. RESOLUTION 2024-16 - Approval of Tentative Millage Rate for Fiscal Year 2025

Submitted By: Finance

RESOLUTION 2024-16

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF _____ FOR THE CITY'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024, ENDING ON SEPTEMBER 30, 2025; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.



Meeting Agenda Item Coversheet

MEETING DATE:		9/3/2024	Submitted By: Finance		
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		RESOLUTION 2024-16 - Approval of Tentative Millage Rate for Fiscal Year 2025			
STAFF RECOMMENDATION: (MOTION READY)		Approve Tentative Millage Rate for Fiscal Year 2025			
SUMMARY and/or JUSTIFICATION:		A proposed millage rate must be adopted in order to notify residents by newspaper advertisement of Fiscal Year 2025 ad valorem tax assessments as required by state law.			
SELECT, if applicable		AGREEMENT:		BUDGET:	X
		STAFF REPORT:		PROCLAMATION:	
		EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Resolution 2024-16			
SELECT, if applicable		RESOLUTION:	X	ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank) <u>Please keep text indented.</u></i>		A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF _____ FOR THE CITY'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024, ENDING ON SEPTEMBER 30, 2025; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.			
FISCAL IMPACT (if any):				\$	

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RESOLUTION 2024-16

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF _____ FOR THE CITY'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024, ENDING ON SEPTEMBER 30, 2025; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a tentative budget has been prepared estimating expenses and revenues of the City of Westlake, Florida, for the ensuing year, with detailed information, including revenues to be derived from sources other than ad valorem levy, and the City Manager has made recommendations as to the amount to be appropriated for the ensuing year; and

WHEREAS, the City Council has met and considered the recommendations, the suggested tentative budget, and the tentative millage to be levied to carry on the government of the City for the ensuing year;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

Section 1: The foregoing "WHEREAS" clauses are true and correct and hereby ratified and confirmed by the City Council. All exhibits attached hereto are hereby incorporated herein.

Section 2: The tentative operating millage rate necessary to be levied against ad valorem valuation of property subject to taxation in the City of Westlake, Florida, to produce a sufficient sum which together with departmental and other revenues will be sufficient to pay for appropriations made in the tentative budget for the fiscal year is hereby set at _____ mills.

Section 3: The millage referred to in the preceding Sections are hereby levied for the following purposes:

<u>Purpose</u>
<u>Mills</u>
General Fund Operating Levy

Section 4: The Operating Millage adopted herein is lesser/greater than the rolled-back rate of _____ mills computed pursuant to the TRIM Act (Section 200.065, Florida Statutes, 2002, as amended) by _____. This percentage shall be known as the percentage decrease/increase in property taxes adopted by the

Tentative Millage

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City.

Section 5: The tentative budget advertisement in compliance with Florida Statute 200.065 shall be published in one issue of a newspaper published in Palm Beach County, Florida, and at the same time the public will be notified of a public hearing to be held at 6 p.m. on the 11th day of September, 2024, in The Lodge at Westlake Adventure Park located at 5490 Kingfisher Boulevard Westlake, FL 33470, for the purpose of hearing objections or criticisms of the tentative budget and tentative millage. This meeting is for the purpose of setting a Final Tax Levy and Final Budget.

Section 6: If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 7: All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 8: This Resolution shall become effective upon its passage and adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 3rd day of September 2024.

City of Westlake
JohnPaul O'Connor, Mayor

Zoie P. Burgess, City Clerk

File Attachments for Item:

B. RESOLUTION 2024-17 - Approval of Tentative Budget for Fiscal Year 2025

Submitted By: Finance

RESOLUTION 2024-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING ON SEPTEMBER 30, 2025; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE CITY FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.



Meeting Agenda Item Coversheet

MEETING DATE:		9/3/2024		Submitted By: Finance	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		RESOLUTION 2024-17 - Approval of Tentative Budget for Fiscal Year 2025			
STAFF RECOMMENDATION: (MOTION READY)		Approve Tentative Budget			
SUMMARY and/or JUSTIFICATION:		Summary and Detailed Anticipated Revenues and Budgeted Expenditures for Westlake General Fund, Housing Assistance Fund and Comprehensive Planning Fund for Fiscal Year 2025			
SELECT, if applicable		AGREEMENT:		BUDGET:	
		STAFF REPORT:		PROCLAMATION:	
		EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Resolution 2024-17 Tentative Budget for Fiscal Year 2025			
SELECT, if applicable		RESOLUTION:		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank) <u>Please keep text indented.</u></i>		A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING ON SEPTEMBER 30, 2025; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE CITY FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.			
FISCAL IMPACT (if any):					\$

City of Westlake



FISCAL YEAR 2025

ANNUAL BUDGET

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Budget Message

Honorable Mayor and City Council

I am pleased to submit the ninth budget for the city for the Fiscal Year 2025 (October 1, 2024 – September 30, 2025). The city grew by some six hundred sixty-seven single family homes in calendar year 2023. The first of the commercial developments came fully online this past year which helped to build up the taxable values for the city. As explained in the past there is a period of approximately a year to a year and a half after completion of development before the full impact of new commercial buildings is shown in the budget and taxes. As development continues, we will review and correct sections of the Land Development Regulations, where the regulatory theory conflicts with reality. The continued teamwork between the City Council, City Manager, City Attorney, City Planner, City Engineer, City Clerk, Building Department, administrative staff, Seminole Improvement District, and the developers' representatives will allow us to continue to move forward and respond to market conditions.

According to the Palm Beach County Property Appraiser the City of Westlake's taxable value increased approximately 41% during calendar year 2023. The growth in home sales and commercial development coming online accounted for this increase. Sales of single-family homes and commercial development continue to be strong.

The ***proposed millage rate for FY2025 is 4.7 mils***. This rate is projected to generate approximately \$6,058,611 in ad-valorem taxes to the City based on the taxable value as of January 1st as provided by Palm Beach County Property Appraiser. The total proposed FY2025 budget for the General Fund is \$7,653,600, which is an increase of approximately a 38% over the current year budget. The budget difference between the property tax revenue received and budgeted expenditures is made up of several components, including interest, licenses, permits & fees, other taxes.

The proposed millage rate of 4.7 mills is approximately 3% higher than the rolled-back rate. Generating revenue *based on the rolled-back rate* would not be practical as the city must be able to provide the administrative infrastructure to operate. FY 2025 is only the second year the city has been operating without any subsidy from the master developer for shortfalls. The largest impact on the taxes the individual pays is the assessed value established by the County Property Appraiser.

The city funds a reserve for the first quarter operating expenses. This is standard for municipal budgets to provide the cash needed to pay expenditures incurred before current year tax disbursements are received from the County. In addition, the budget provides for reserves for capital improvements and grant matching funds to construct facilities (parks, municipal buildings etc.). It is important to remember that a portion of land within the City limits is still assessed as agricultural use by the County Property Appraiser. The assessed value for agricultural land use is lower and therefore generates lower tax revenue. As the

City continues to develop residential and commercial properties the tax base will continue to grow.

There are approximately fifty-five individuals involved in the overall operation and administration of the city. These individuals are part of the contracted services provided by the various entities. These individuals are a combination of dedicated full-time personnel and those that work a percentage of their time on City business. This is part of the overall vision of the city to remain a government-light operation. This allows for an efficient effective government providing a high level of service to the residents.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kenneth G. Cassel".

Kenneth Cassel

City of Westlake

Budget Calendar - Fiscal Year 2025 Annual Budget

Key Dates	Activity / Tasks	
May 21	City of Westlake Budget Workshop	
By June 1	Receipt of Estimated Assessable Property Values	
Mon July 1	Property Appraiser certifies the taxable values	
Tue July 2	City of Westlake Regular Council Meeting – Preliminary Budget Presentation; Approve Tentative Millage Rate and date of first public hearing; Set assessment rate for solid waste collection.	
Wed July 31	County School Board Budget 1st Hearing	**
Sun August 4	Deadline for submitting DR 420 to Property Appraiser & Tax Collector a) Include Proposed Millage Rate b) the current rollback rate c) The date, time, and meeting place of the first public budget hearing	
Tue August 6	City of Westlake Budget Workshop	
Tue September 3	City of Westlake Special Council Meeting – 1 ST Budget Hearing	
Wed September 4	County School Board Budget 2nd Hearing	**
Tue September 10	Palm Beach County 1 st Hearing	**
Wed September 11	City of Westlake Special Council Meeting - 2nd and Final Budget Hearing ALL COUNCIL MEMBERS MUST BE IN ATTENDANCE	
Fri September 13	Deadline to Send Adopted Millage Rate to Property Appraiser & Tax Collector	
Tues September 17	Palm Beach County 2nd Hearing	**
Thu October 11	Deadline to Certify Compliance with Florida Department of Revenue	

** Per Florida Statutes, the public hearing dates scheduled by a county government or school board shall not be used by any other taxing authority within the county for its public hearings.



**City of Westlake
Fiscal Year 2025 Budget**

All Funds – Total Budget

Description	FY 2024			FY 2025		
	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
FUNDING						
Total Revenue/Other Financing Sources	\$ 10,031,296	\$ 9,790,908	\$ (240,389)	\$ 11,664,811	\$ 1,633,515	16.3%
Total Fund Bal. Use / (Addition)	(1,099,796)	(3,376,842)	(2,277,046)	(969,311)	130,485	NA
Total Funding	\$ 8,931,500	\$ 6,414,066	\$ (2,517,435)	\$ 10,695,500	\$ 1,764,000	19.8%
EXPENDITURES						
Personnel Expenditures	\$ 64,600	\$ 64,625	\$ (25)	\$ 64,600	\$ -	0.0%
Operating Expenditures	7,355,200	6,294,410	1,060,790	7,627,700	272,500	3.7%
Capital Expenditures	50,000	37,761	12,239	50,000	-	0.0%
Contingency	201,900	17,270	184,630	232,500	30,600	15.2%
Reserves	1,259,800	-	1,259,800	2,720,700	1,460,900	116.0%
Total Expenditures	\$ 8,931,500	\$ 6,414,066	\$ 2,517,434	\$ 10,695,500	\$ 1,764,000	19.8%



**City of Westlake
Fiscal Year 2025 Budget**

General Fund – Summary

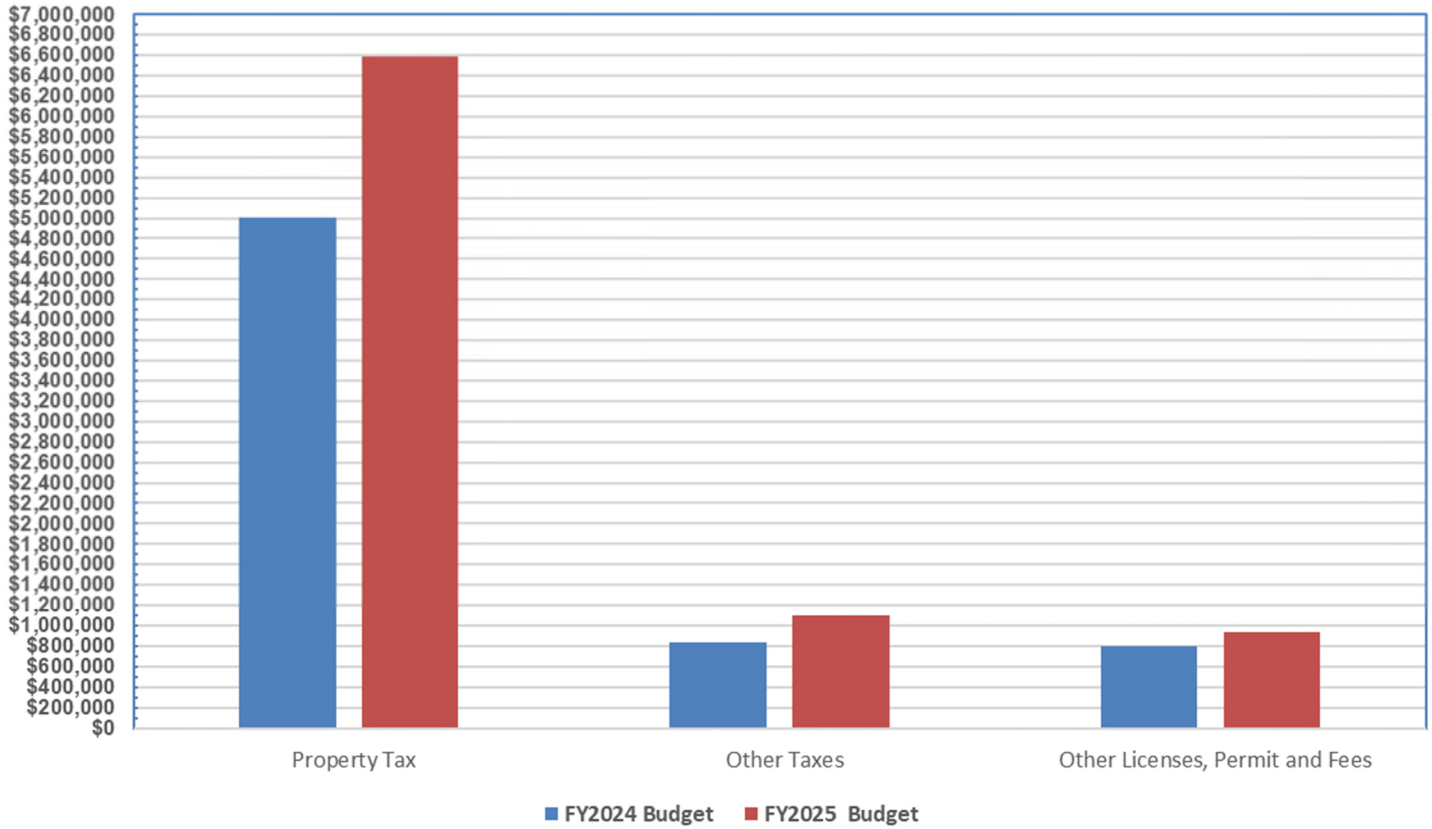
Description	FY 2024			FY 2025		
	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./ (Decr.) Over Budget	% Budget Incr./ (Decr.)
FUNDING						
Total Revenue	\$ 6,648,696	\$ 7,192,352	\$ 543,656	\$ 8,622,911	\$ 1,974,215	29.7%
Total Fund Bal. Use / (Addition)	(1,099,796)	(3,200,815)	(2,101,019)	(969,311)	130,485	-11.9%
Total Funding	\$ 5,548,900	\$ 3,991,537	\$ (1,557,363)	\$ 7,653,600	\$ 2,104,700	37.9%
EXPENDITURES						
Personnel Expense	\$ 64,600	\$ 64,625	\$ (25)	\$ 64,600	\$ -	0.0%
Operating Expense	3,972,600	3,871,881	100,719	4,585,800	613,200	15.4%
Capital Expenditures	50,000	37,761	12,239	50,000	-	0.0%
Contingency	201,900	17,270	184,630	232,500	30,600	15.2%
Reserves	1,259,800	-	1,259,800	2,720,700	1,460,900	116.0%
Total Expenditures	\$ 5,548,900	\$ 3,991,537	\$ 1,557,363	\$ 7,653,600	\$ 2,104,700	37.9%

City of Westlake Fiscal Year 2025 Budget

General Fund – Source of Funds

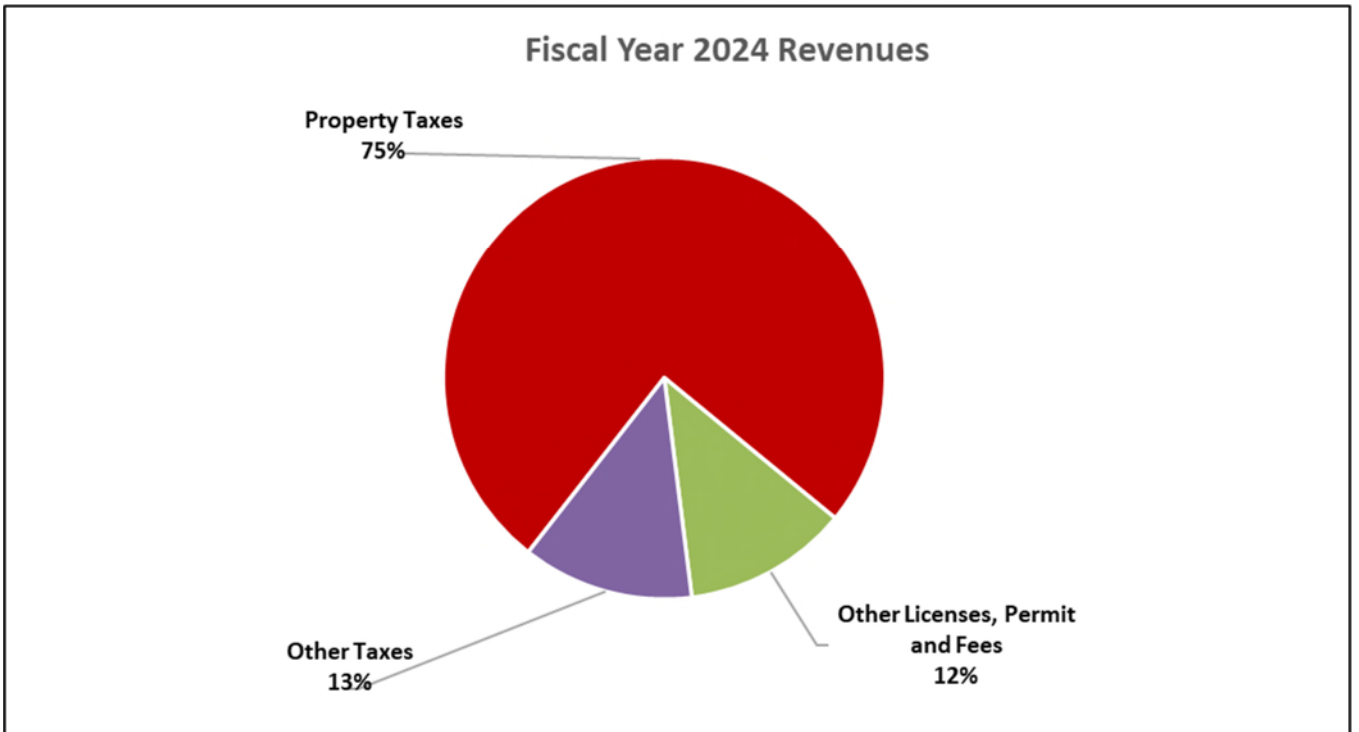
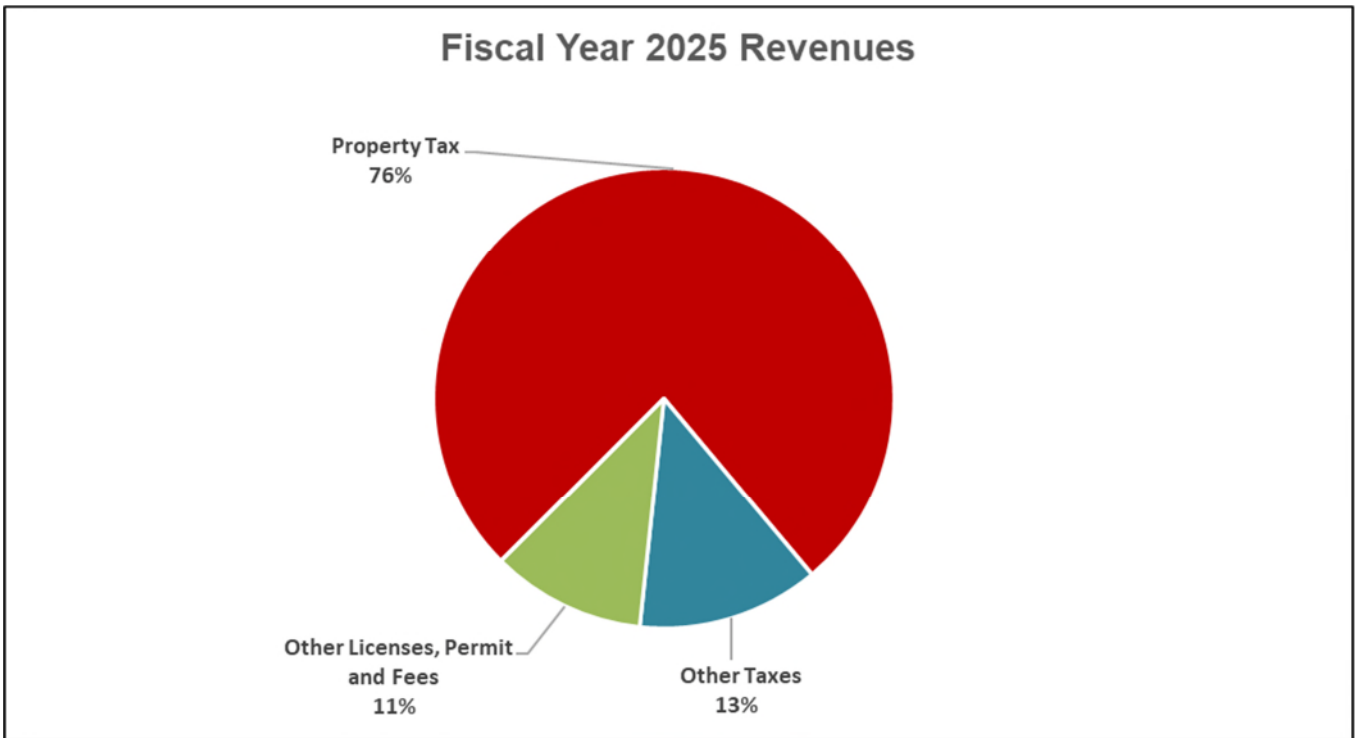
Description	FY 2024			FY 2025		
	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Property Taxes	\$ 5,011,896	\$ 4,917,917	\$ (93,979)	\$ 6,587,111	\$ 1,575,215	31.4%
Other Taxes	834,100	974,734	140,634	1,102,500	268,400	32.2%
Other Licenses, Permit and Fees	802,700	1,074,364	271,664	933,300	130,600	16.3%
Interest Income	-	225,337	225,337	-	-	NA
Total Revenues	\$ 6,648,696	\$ 7,192,352	\$ 543,656	\$ 8,622,911	\$ 1,974,215	29.7%
Use (Add To) Fund Balance	(1,099,796)	(3,200,815)	(2,101,019)	(969,311)	130,485	-11.9%
Total Source of Funds	\$ 5,548,900	\$ 3,991,537	\$ (1,557,363)	\$ 7,653,600	\$ 2,104,700	37.9%

FY2024 Revenues vs. FY2025 Revenues



City of Westlake Fiscal Year 2025 Budget

General Fund – Source of Funds



City of Westlake Fiscal Year 2025 Budget

General Fund – Revenue Detail

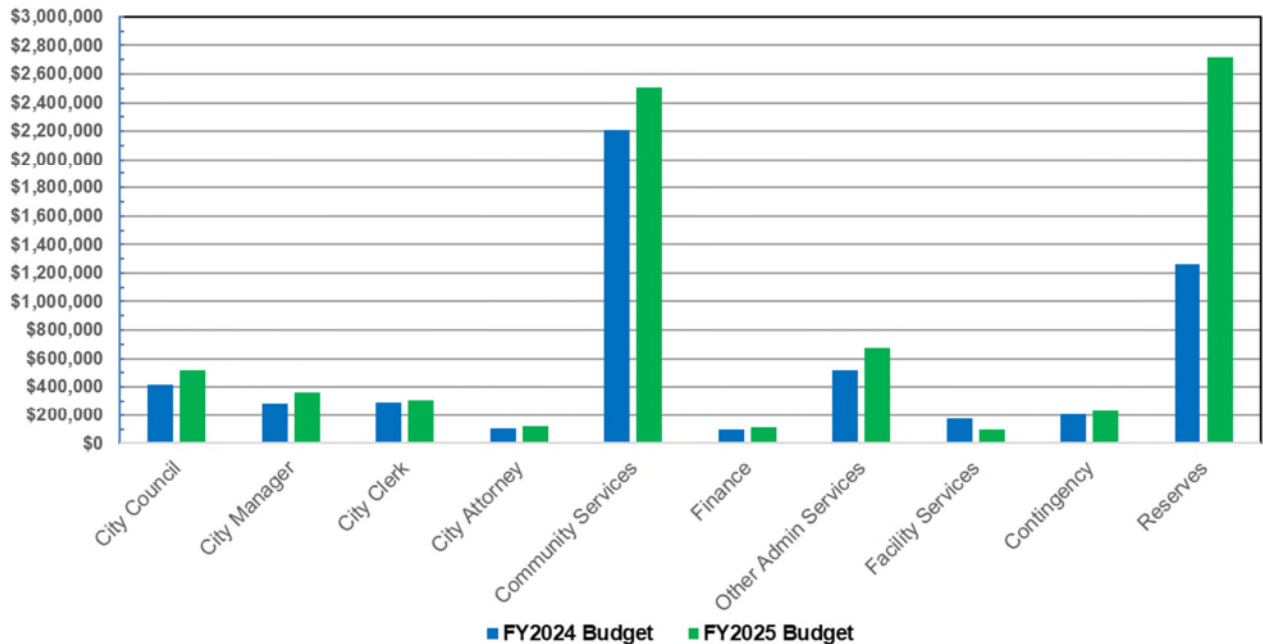
Description	FY 2022	FY 2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Property Tax								
Tax Receipts - Current Year	\$ 1,796,354	\$ 3,099,718	\$ 4,721,257	\$ 4,611,297	\$ (109,960)	\$ 6,058,611	\$ 1,337,354	28.3%
Tax Receipts - Prior Years	-	1,308	-	1,894	1,894	-	-	NA
Tax Receipts - Discounts	(69,673)	(119,809)	(188,850)	(179,095)	9,755	(242,300)	(53,500)	28.3%
Special Assessments-Tax Collector	223,216	357,057	499,468	502,846	3,378.00	802,900	303,432	60.8%
Special Assessments-Delinquent	-	281	-	281	281	-	-	NA
Special Assmnts- Discounts	(8,498)	(13,026)	(19,979)	(19,306)	673	(32,100)	(12,121)	60.7%
Total - Property Tax	\$ 1,941,399	\$ 3,325,529	\$ 5,011,896	\$ 4,917,917	\$ (93,979)	\$ 6,587,111	\$ 1,575,165	31.4%
Other Taxes								
Municipal Revenue Sharing	\$ 15,822	\$ 28,123	\$ 43,200	\$ 45,811	\$ 2,611	\$ 70,100	\$ 26,900	62.3%
Public Service Tax-Electricity	243,889	408,914	430,600	493,259	62,659	559,000	128,400	29.8%
Public Service Tax-Water	68,332	75,926	109,000	165,323	56,323	187,400	78,400	71.9%
Public Service Tax-Gas	62,315	100,430	102,900	126,249	23,349	126,200	23,300	22.6%
Communications Svcs. Tax	47,770	122,167	148,400	144,092	(4,308)	159,800	11,400	7.7%
Total - Other Taxes	\$ 438,128	\$ 735,560	\$ 834,100	\$ 974,734	\$ 140,634	\$ 1,102,500	\$ 268,400	32.2%
Other Licenses, Permits and Fees								
Fees								
FPL Franchise Fee	\$ 215,079	\$ 331,283	\$ 365,200	\$ 402,737	\$ 37,537	\$ 456,400	\$ 91,200	25.0%
Gas Franchise Fee	-	44,050	60,100	187,075	126,975	68,200	8,100	0
Solid Waste Franchise Fee	13,373	19,520	22,200	28,268	6,068	32,000	9,800	44.1%
Occupational Licenses	27,536	51,612	6,100	27,290	21,190	27,300	21,200	347.5%
Solid Waste Disposal Fees	266,233	233,430	228,900	233,430	4,530	233,400	4,500	2.0%
Penalties	13,000	-	-	-	-	-	-	NA
County Impact Fee Admin.Fees	100,006	94,445	95,700	85,585	(10,115)	85,600	(10,100)	-10.6%
Lien Search Fees	10,023	12,968	5,900	12,940	7,040	10,000	4,100	69.5%
Trash Bin Fees	13,215	15,720	13,200	12,766	(434)	12,800	(400)	-3.0%
Federal Grants	362,367	1,132	-	-	-	-	-	NA
Special Events	79,450	71,300	-	65,850	65,850	-	-	NA
Other Fees	9,518	12,688	5,400	18,423	13,023	7,600	2,200	40.7%
Total - Other Licenses, Permits and Fees	\$ 1,109,800	\$ 888,148	\$ 802,700	\$ 1,074,364	\$ 271,664	\$ 933,300	\$ 130,600	16.3%
Interest Income	\$ 7,702	\$ 54,788	\$ -	\$ 225,337	\$ 225,337	\$ -	\$ -	NA
Total Revenue	\$ 3,497,029	\$ 5,004,025	\$ 6,648,696	\$ 7,192,352	\$ 543,656	\$ 8,622,911	\$ 1,974,165	29.7%

City of Westlake Fiscal Year 2025 Budget

General Fund – Expenditures by Function

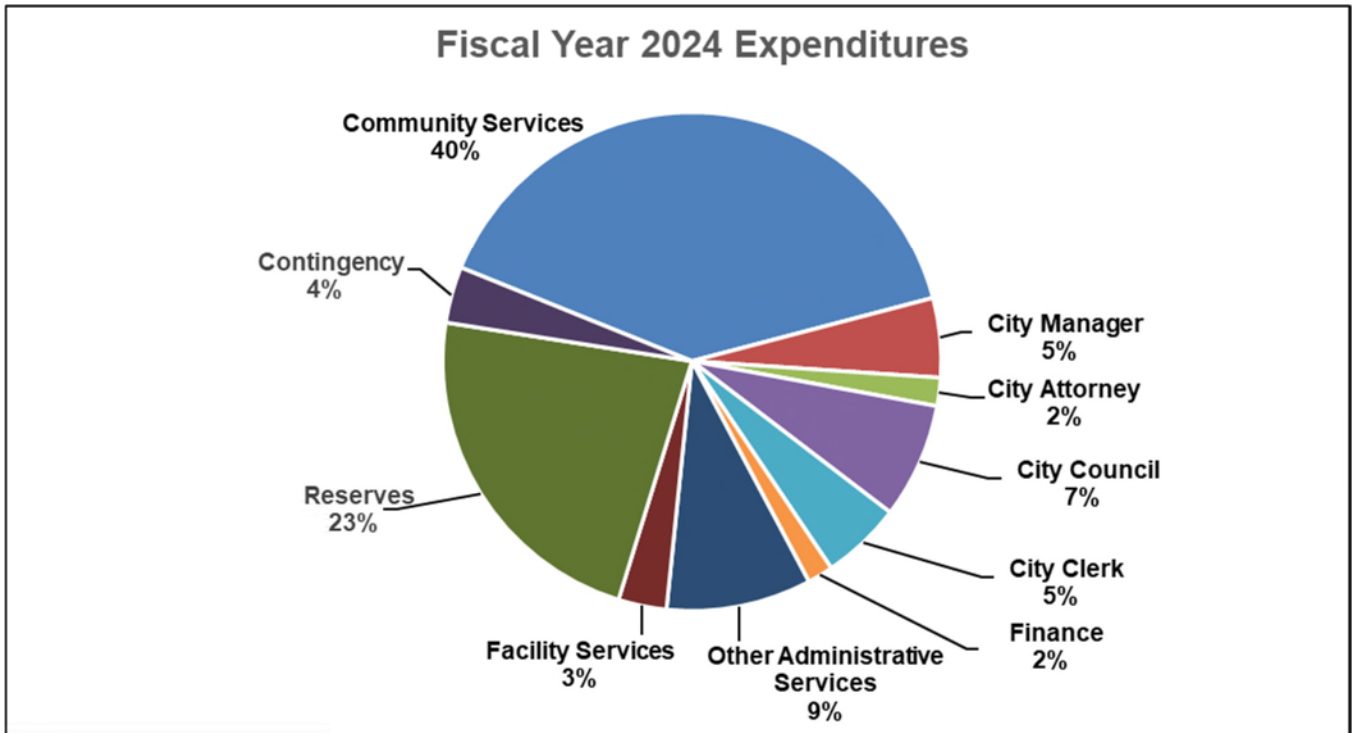
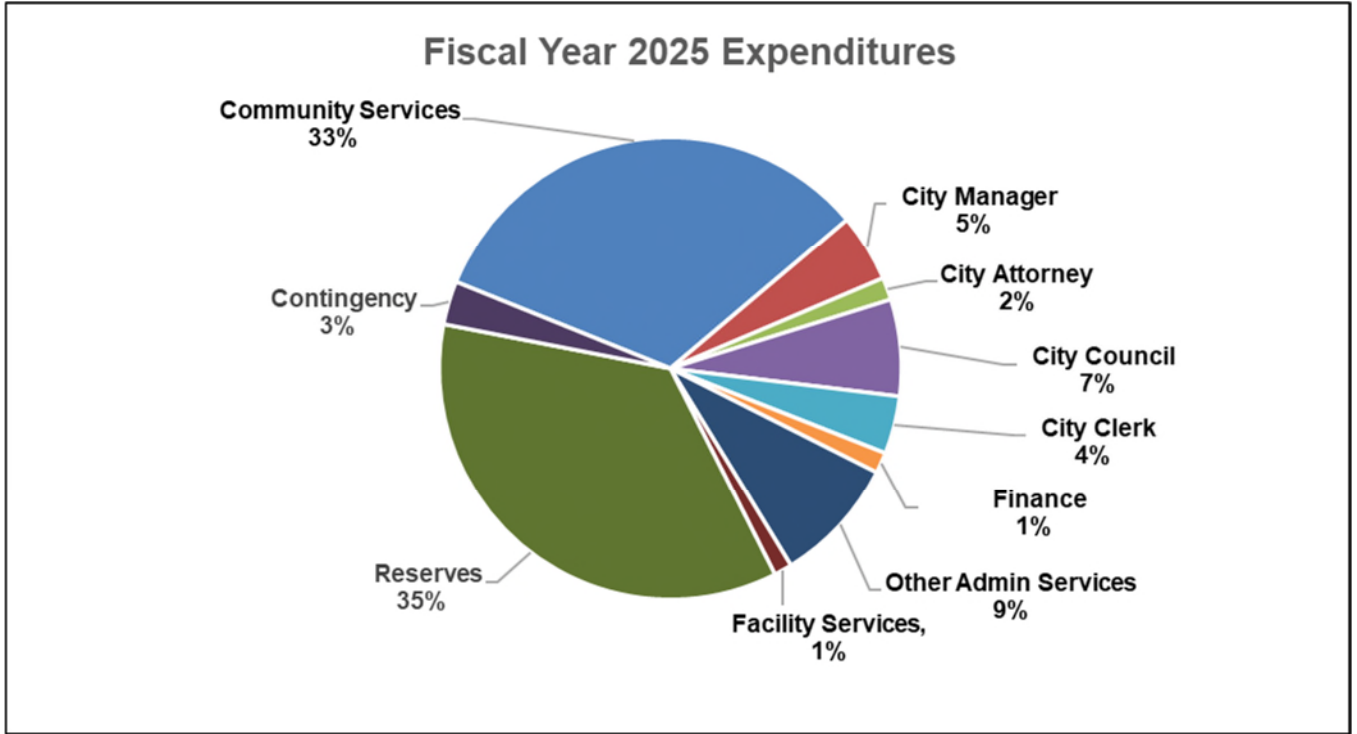
Description	FY 2024			FY 2025		
	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
City Council	\$ 414,200	\$ 440,417	\$ (26,217)	\$ 516,100	\$ 101,900	24.6%
City Manager	285,200	284,612	588	365,200	80,000	28.1%
City Clerk	288,800	259,898	28,902	309,600	20,800	7.2%
City Attorney	101,400	86,680	14,720	120,000	18,600	18.3%
Community Services	2,209,000	2,308,000	(99,000)	2,505,100	296,100	13.4%
Finance (Other Depts)	92,600	100,854	(8,254)	112,200	19,600	21.2%
Other Administrative Services (Other Depts)	522,200	410,517	111,683	675,700	153,500	29.4%
Facility Services (Other Depts)	173,800	83,289	90,511	96,500	(77,300)	-44.5%
Contingency (Other Depts)	201,900	17,270	184,630	232,500	30,600	15.2%
Reserves (Other Depts)	1,259,800	-	1,259,800	2,720,700	1,460,900	116.0%
Total Expenditures	\$ 5,548,900	\$ 3,991,537	\$ 1,557,363	\$ 7,653,600	\$ 2,104,700	37.9%

FY2024 Expenditures vs. FY2025 Expenditures



City of Westlake Fiscal Year 2025 Budget

General Fund – Expenditures by Function



City of Westlake Fiscal Year 2025 Budget

General Fund – City Council Department

Mission

To serve as the legislative policy setting body in accordance with the Charter and applicable statutes. The form of government is a Council Manager. The City council shall conduct regular meetings, special meetings, adopt codes and ordinances and approve the annual budget by September 30th each year by resolution.

Current Year Highlights

- Approved FY 2025 budget with a significant millage rate reduction.
- Approved seven commercial development site plans.
- Approved five residential plats for development.
- Approved two roadway plats for development.
- Adopted ordinances for revisions to the City’s Land Development Regulations as recommended by the Manager and staff.
- Approved ARPA funds to be utilized for drainage improvements at the SID / City Park as part of the overall development plan.
- Developed preliminary site plan with Seminole Improvement District for development of the ISD / City Park.
- Completed four City special events (Holiday Pop-Up, Spring Fest, 5K Run, 4th of July)

Next Year Goals

- Approve a balanced budget that meets the needs of the city and possibly reduce the millage rate.
- Have the four City sponsored special events.
- Continue to work with administration on communication strategies to better inform the residents.
- Adopt modification to the Land Development Regulations and other ordinances as needed.
- Approve additional plats for development as presented by staff.
- Approve nonresidential site plans for developments in conformance with the City’s Land Development Regulations (LDRs).

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr.(Decr.)
Personal Services								
Mayor/Council Stipend	\$ 94,443	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	\$ 60,000	\$ -	0.0%
FICA	7,225	4,590	4,600	4,625	(25)	4,600	-	0.0%
Total Personal Services	\$ 101,668	\$ 64,590	\$ 64,600	\$ 64,625	\$ (25)	\$ 64,600	\$ -	0.0%
Operating Expenses								
ProfServ-Legislative Expense	\$ -	\$ -	\$ 24,000	\$ -	\$ 24,000	\$ 75,000	\$ 51,000.00	212.5%
Telephone, Cable and Internet Service	1,131	3,916	3,800	5,256	(1,456)	5,300	1,500	39.5%
Lease - Building	-	-	16,000	9,050	6,950	9,100	(6,900)	-43.1%
Public Officials Insurance	3,125	3,500	4,200	4,557	(357)	5,500	1,300	31.0%
City Events	169,742	211,992	250,000	274,396	(24,396)	274,400	24,400	9.8%
Election Fees	600	-	-	240	(240)	-	-	N/A
Council Expenses	26,237	33,174	50,000	78,443	(28,443)	78,400	28,400	56.8%
Dues, Licenses, Subscriptions	1,529	1,273	1,600	3,850	(2,250)	3,800	2,200	137.5%
Total Operating Expenses	\$ 202,364	\$ 253,855	\$ 349,600	\$ 375,792	\$ (26,192)	\$ 451,500	\$ 55,000	29.1%
Total City Council	\$ 304,032	\$ 318,445	\$ 414,200	\$ 440,417	\$ (26,217)	\$ 516,100	\$ 55,000	24.6%

City of Westlake Fiscal Year 2025 Budget

General Fund – City Manager Department

Summary

The City Manager is the chief administrative officer of the City and is responsible for directing and supervising the administration of all departments, offices, and agencies of the City except the City Attorney, unless otherwise directed in the City Charter. The City Manager shall:

- Ensure all laws and provisions of the Charter and acts of the Council are fully executed.
- Make recommendations to the Council concerning the affairs of the City.
- Prepare the annual operating and capital budgets.
- Ensure the City Clerk prepares the Council agendas.
- Draw and signs vouchers as provided by ordinance.
- Provide administrative services to support the Council.
- Keep the Council advised as to the financial condition of the City.
- Provide reports to the Council on the finances and administrative services of the City.
- Perform other duties as outlined in the Charter or requested by the Council.

Mission

To implement the policies and direction of the City Council, serve the residents of the community by fulfilling duties as directed by the legislative body through developing policies designed to successfully perform municipal functions and services.

Major Challenges

- Planning for sufficient space or alternate means to provide City services.
- Maintaining the proper level of service while minimizing the overall cost for services.
- Reviewing and updating the City's Land Development regulations to correct unforeseen conflicts.
- Planning for future growth of needed services and to ensure sufficient revenues are available.
- Maintaining intergovernmental cooperation with other agencies surrounding and impacting the City.
- Working with the developers and other third parties to ensure that the integrity of the original vision of the master developer and the founding city council of the City is maintained.

Current Year Highlights

- Held on-line discussions with the residents in the "Coffee with the Manager" forum, which continued to be a positive method of keeping the residents informed.
- Finalized implementation of the City's online building department software.
- Continued improvements to the GIS database to facilitate the City's building department software as well as other functions.
- Prepared a budget for the council that met the proposed desires of the council and still lowered the millage rate.

City of Westlake Fiscal Year 2025 Budget

General Fund – City Manager Department

Next Year Goals

- Continue to have “Coffee with the Manager” to promote communication between residents and the city.
- Continue to manage the city and its finances in a fiscal conservative way.
- Continue to work on long term facilities planning (Community Center, Park, Verti-ports, transportation, etc.).
- Review and update LDRs as necessary to minimize or eliminate conflicts.
- Review new commercial and residential plats as submitted for future development and ensure that conflicts with developers, the city and the Seminole Improvement District are minimized.
- Secure a new solid waste contract and provider to service the city.

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./((Decr.) Over Budget	% Budget Incr./((Decr.)
Operating Expenses								
Contracts - City Manager	\$ 207,404	\$ 213,600	\$ 220,000	\$ 230,680	\$ (10,680)	\$ 249,800	\$ 29,800	13.5%
Public Relations	-	-	-	-	-	50,000	50,000	NA
Miscellaneous Expenses	-	-	-	792	-	-	-	NA
Office Supplies	6,990	11,343	12,300	12,662	(362)	12,700	400	3.3%
Dues, Licenses, Subscriptions	2,870	1,924	2,900	2,717	183	2,700	(200)	-6.9%
Total Operating Expenses	\$ 217,264	\$ 226,867	\$ 235,200	\$ 246,851	\$ (10,859)	\$ 315,200	\$ 80,000	34.0%
Capital Expenses								
Capital Outlay	1,855	6,378	50,000	37,761	12,239	50,000	-	0.0%
Total Capital Expenses	\$ 1,855	\$ 6,378	\$ 50,000	\$ 37,761	\$ 12,239	\$ 50,000	\$ -	0.0%
Total City Manager	\$ 219,119	\$ 233,245	\$ 285,200	\$ 284,612	\$ 1,380	\$ 365,200	\$ 80,000	28.1%

City of Westlake Fiscal Year 2025 Budget

General Fund – City Clerk Department

Summary

The City Clerk position is part of the master contract with Inframark to provide management services to the City. The contract is a fee for services based upon the scope and level of work required. The City Clerk reports to the City Manager and serves as a liaison between the City Council, staff, the public, other local governing bodies, and governmental agencies at various levels. The City Clerk's office serves as the official record keeper by maintaining, preserving, and recording official actions, documents, and by maintaining the legislative history of the City, and it renders unbiased and impartial service to all residents. The Clerk's office is the local supervisor of elections for the City. The City Clerk ensures the order, accessibility, and transparency of records. The administration of the City's website and other social media is included in the Clerks duties.

Mission

To establish confidence and trust in municipal government while providing efficient, effective, and transparent public service to the Council, departments, and citizens of Westlake, and to safeguard accurate records of municipal activities in accordance with applicable federal, state, and local laws. The City Clerk shall:

- Prepare and publish meeting notices, including legally required advertisements, and prepare and distribute agenda packets in advance of regular, special, workshop meetings and public hearings.
- Provide clerical support to the Council.
- Draft and publish meeting notices and prepare and distribute agenda packets in advance of Board Meetings.
- Coordinate recruitment of Advisory Board applicants.
- Maintain the City's official records, provide information and records to the public and staff, maintain data related to legislative history, and update the City Charter and City Code.
- Coordinate and manage municipal elections and serve as the filing clerk.
- Draft and disseminate public information notices through various modes of communication.
- Oversee website updates, site navigation, and ensure accessibility and accuracy of documents.

Current Year Highlights

- Assisted in the planning and organization of four (4) city events.
- Implemented Electronic Election Management System
- Oversaw the 2024 Election Qualifying Process
- Oversaw the logistics and relocation of Public City Council meetings.
- Assisted in the restructuring of the Education Advisory Board
- Initiated the restructuring of current records management system to improve storage, retention, and disposition to coincide with Florida Records Management.
- Continued efforts to progress the city through codification.

City of Westlake Fiscal Year 2025 Budget

General Fund – City Clerk Department

- Continued to improve resident communication on the city website and city social media.
- Continued to modify and oversee systems for public meeting notification, publication, and meeting streaming.
- Continued to develop standard operating procedures.

Next Year Goals

- Continue to enhance and promote accessibility and to ensure services are provided in an open and transparent manner.
- Continue efforts in staff training in the emergency notification system
- Continue training for the archive and records management system
- Continue to maintain and seek strong cooperative partnerships, relationships, and opportunities to improve services, and to meet the changing needs of the community, including the rapidly increasing size and diversity of its population.
- Continue to develop records management policies and procedures in accordance with State guidelines.
- Review and streamline election processes in anticipation of the 2026 election.
- Maintain business licensing, and other permitting processes.
- Develop a more streamlined system for public records requests and tracking.
- Continue to pursue municipal clerk education opportunities.
- Maintain relationships with local and state municipal clerk associations.
- Evaluate, digitize, and dispose of records per Florida Statute.

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr.(Decr.) Over Budget	% Budget Incr./.(Decr.)
Operating Expenses								
Website Support	\$ 8,256	\$ 6,100	\$ 6,100	\$ 8,324	\$ (2,224)	\$ 8,300	\$ 2,200	36.1%
Contracts-City Clerk	206,000	212,200	218,600	218,600	-	233,300	14,700	6.7%
Postage and Freight	931	779	1,500	2,190	(690)	-	(1,500)	-100.0%
Printing	3,088	21	15,500	163	15,337	15,500	-	0.0%
Advertising	14,670	17,543	23,200	6,666	16,534	17,500	(5,700)	-24.6%
Office Supplies	-	2,885	2,900	-	2,900	2,900	-	0.0%
Miscellaneous Services	193	100	1,300	804	496	-	(1,300)	-100.0%
Miscellaneous Expenses	-	-	-	1,022	(1,022)	6,000	6,000	NA
Dues, Licenses, Subscriptions	10,340	20,063	19,700	22,129	(2,429)	26,100	6,400	32.5%
Total City Clerk	\$ 243,478	\$ 259,691	\$ 288,800	\$ 259,898	\$ 28,902	\$ 309,600	\$ 20,800	7.2%

City of Westlake Fiscal Year 2025 Budget

General Fund – City Attorney

Summary

The City Attorney is a designated charter officer appointed by a majority vote of the City Council and serves at the pleasure of the City Council. Accordingly, the office provides legal services as outlined in the City Charter.

The Legal Department provides legal support and advice to the City Council, City Manager, Department Directors, and advisory boards on all legal matters affecting or involving the City. The Legal Department is a contracted service.

Mission

To provide efficient, effective, and competent legal advice to the City Council, the City Manager and all departments on legal matters and their impacts on the City of Westlake, including legislative and statutory changes. The City Attorney works in concert with the City Manager and staff drafting ordinances and resolutions to implement policy decisions made by the City Council.

Current Year Highlights

- Worked with the City Manager, Planning & Zoning and Engineering in drafting of and revising the current Land Development Regulations.
- Reviewed and approved the plat language and bonds on new plats for development.
- Reviewed mortgage documents for housing assistance awarded this year.
- Monitored the legislature for potential impacts on the City.
- Advised City Council on plats and LDRs.
- Reviewed agenda items in Municode and drafted necessary ordinances and resolutions.
- Reviewed legal ads drafted by staff.
- Attended regular City Council meetings and Local Planning Agency meetings.
- Assisted with solid waste assessment (draft resolutions and public notices).
- Assist City Clerk with public records requests.

Next Year Goals

- Work with the City Manager and staff in reviewing and updating the City’s Land Development regulations.
- Continue to provide legal review for the Housing Assistance program to the City Manager and staff.
- Review plat language for consistency with the City’s interests.
- Provide legal advice and reviews as needed and directed by the City Council

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Operating Expenditures								
ProfServ-Legal Services	\$ 86,790	\$ 71,202	\$ 101,400	\$ 86,680	\$ 14,720	\$ 120,000	\$ 18,600	18.3%
Total City Attorney	\$ 86,790	\$ 71,202	\$ 101,400	\$ 86,680	\$ 14,720	\$ 120,000	\$ 18,600	18.3%

City of Westlake Fiscal Year 2025 Budget

General Fund – Community Services Department

Summary

The Community Services Department consists of solid waste collection, law enforcement, electricity, roadway services and community service functions.

Solid Waste Collection – Costs related to the collection and disposal of resident solid waste are accounted for in the Community Service Department

Law Enforcement - The current contract with the Palm Beach County Sheriff’s department calls for one 24/7 deputy. To accomplish this coverage, seven deputies are required. The contract includes dedicated officers, vehicles, and dispatch. The contract also includes the supervisory personnel, K-9, detectives, crime lab, SWAT, and other resource necessary for the safety of the residents.

Electricity – Expenditures to provide electricity for roadway lighting and traffic control are accounted for in the Community Service Department.

Community Service – Expenditures for personnel performing community-wide maintenance are accounted for in the Community Service Department, along with the cost to purchase trash collection bins and other necessary maintenance supplies.

Roadway Services – Expenditures for operation and maintenance of traffic signals are accounted for in the Community Services Department.

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Operating Expenditures								
Contracts-Solid Waste	\$ 484,391	\$ 810,480	\$ 926,300	\$ 1,069,387	\$ (143,087)	\$ 1,212,000	\$ 285,700	30.8%
Contracts-Sheriff	650,002	859,790	1,025,600	1,025,583	17	1,066,600	41,000	4.0%
Electricity-Streetlighting	113,725	125,574	142,700	119,833	22,867	132,300	(10,400)	-7.3%
R&M-Community Service	27,500	28,300	29,100	29,128	(28.00)	30,100	1,000	3.4%
Operating Supplies	30,815	57,280	57,300	57,280	20	57,300	-	0.0%
Roadway Services	-	25,510	28,000	6,789	21,211	6,800	(21,200)	NA
Total Community Services	\$ 1,306,433	\$ 1,906,934	\$ 2,209,000	\$ 2,308,000	\$ (99,000)	\$ 2,505,100	\$ 296,100	13.4%

**City of Westlake
Fiscal Year 2025 Budget**

General Fund – Other Departments

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Finance								
Auditing Services	\$ 5,250	\$ 7,000	\$ 7,000	\$ 7,500	\$ (500)	\$ 7,800	\$ 800	11.4%
Contracts - Finance	80,668	83,100	85,600	93,237	(7,637)	104,400	18,800	22.0%
Office Supplies	-	-	-	117	(117)	-	-	NA
Total Finance	\$ 85,918	\$ 90,100	\$ 92,600	\$ 100,854	\$ (8,254)	\$ 112,200	\$ 19,600	21.2%
Other Administrative Services								
ProfServ-Information Technology	\$ 220,124	\$ 84,623	\$ 81,100	\$ 87,683	\$ (6,583)	\$ 76,600	(4,500)	-5.5%
Contracts-Admin. Service	199,239	277,757	286,100	308,187	(22,087)	441,100	155,000	54.2%
Misc-Assessmnt Collection Cost	877	1,288	5,000	4,256	744	8,000	3,000	60.0%
Misc-Public Relations	24,100	-	-	-	-	-	-	NA
General Government	65,906	77	150,000	10,391	139,609	150,000	-	0.0%
Total Other Administrative Services	\$ 510,246	\$ 363,745	\$ 522,200	\$ 410,517	\$ 111,683	\$ 675,700	\$ 153,500	29.4%
Facility Services								
Telephone, Cable and Internet Service	\$ 14,647	\$ 15,861	\$ 16,200	\$ 10,845	\$ 5,355	\$ 9,200	\$ (7,000)	-43.2%
Lease - Building	500	-	86,700	-	86,700	25,000	(61,700)	-71.2%
Lease-Copier	4,480	9,105	12,500	12,824	(324)	12,900	400	3.2%
Insurance(Liab,Auto,Property)	5,745	6,781	8,100	11,017	(2,917)	13,200	5,100	63.0%
Miscellaneous Services	1,682	1,547	1,700	578	1,122	1,700	-	0.0%
Cleaning Services	25,965	25,545	26,000	19,836	6,164	13,300	(12,700)	-48.8%
Principal-Capital Lease Payments	16,450	21,905	18,200	22,746	(4,546)	19,100	900	4.9%
Interest-Capital Lease Payments	2,495	5,967	4,400	5,443	(1,043)	2,100	(2,300)	-52.3%
Total Facility Services	\$ 71,964	\$ 86,711	\$ 173,800	\$ 83,289	\$ 90,511	\$ 96,500	\$ (77,300)	-44.5%
Contingency	\$ 32,928	\$ 15,772	\$ 201,900	\$ 17,270	\$ 184,630	\$ 232,500	\$ 30,600	15.2%
Reserves								
1st Quarter Operating	\$ -	\$ -	\$ 1,059,800	\$ -	\$ 1,059,800	\$ 1,220,700	\$ 160,900	15.2%
Capital Projects	-	-	200,000	-	200,000	1,500,000	1,300,000	650.0%
Total Reserves	\$ -	\$ -	\$ 1,259,800	\$ -	\$ 1,259,800	\$ 2,720,700	\$ 1,460,900	116.0%
Total Other Departments	\$ 701,056	\$ 556,328	\$ 2,250,300	\$ 611,930	\$ 1,638,370	\$ 3,837,600	\$ 1,587,300	70.5%



**City of Westlake
Fiscal Year 2025 Budget**

Special Revenue Fund Summary

Description	FY 2024			FY 2025		
	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
<u>FUNDING</u>						
Revenue/Other Financing Sources	\$ 3,382,600	\$ 2,598,556	\$ (784,044)	\$ 3,041,900	\$ (340,700)	-10.1%
Total Fund Bal. Use / (Addition)	-	(176,027)	(176,027)	-	-	NA
Total Funding	\$ 3,382,600	\$ 2,422,529	\$ (960,071)	\$ 3,041,900	\$ (340,700)	-10.1%
<u>EXPENDITURES</u>						
Expenditures	3,382,600	2,422,529	(960,071)	3,041,900	(340,700)	-10.1%
Total Expenditures	\$ 3,382,600	\$ 2,422,529	\$ 960,071	\$ 3,041,900	\$ (340,700)	-10.1%

**City of Westlake
Fiscal Year 2025 Budget**

Special Revenue Fund Detail-Comprehensive Planning Services

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./ (Decr.) Over Budget	% Budget Incr./ (Decr.)
Revenue								
Building Permits	\$ 1,720,241	\$ 1,079,748	\$ 2,329,000	\$ 1,004,665	\$ (1,324,335)	\$ 1,966,300	\$ (362,700)	-15.6%
Reinspection Fees	4,800	5,550	4,800	420	(4,380)	-	(4,800)	-100.0%
Building Permits-Surcharge	6,555	8,176	4,200	5,516	1,316	7,600	3,400	81.0%
Other Building Permit Fees	80,850	121,950	30,000	85,720	55,720	30,000	-	0.0%
Building Permits-Admin Fee	141,555	133,645	90,900	129,748	38,848	129,700	38,800	42.7%
Engineering Permits	401,084	337,228	330,500	87,599	(242,901)	300,600	(29,900)	-9.0%
Planning/Zoning Permits	39,039	51,195	293,200	307,672	14,472	307,700	14,500	4.9%
Other Miscellaneous Revenue	-	1,000	-	-	-	-	-	NA
Total Revenue	\$ 2,394,124	\$ 1,738,492	\$ 3,082,600	\$ 1,621,340	\$ (1,461,260)	\$ 2,741,900	\$ (340,700)	-11.1%
Expenditures								
ProfServ-Engineering	\$ 300,555	\$ 261,205	\$ 308,500	\$ 164,728	\$ 143,772	\$ 300,600	\$ (7,900)	-2.6%
ProfServ-Information Technology	132,181	259,149	200,800	290,227	(89,427)	290,200	89,400	44.5%
ProfServ-Legal Services	62,703	42,292	75,300	26,472	48,828	62,700	(12,600)	-16.7%
ProfServ-Planning/Zoning Board	275,083	284,853	293,200	307,672	(14,472)	307,700	14,500	4.9%
ProfServ-Compliance Service	-	186,480	185,800	179,712	6,088	186,500	700	0.4%
ProfServ-Consultants	-	-	22,000	-	22,000	-	(22,000)	-100.0%
ProfServ-Building Permits	1,431,911	1,738,822	1,796,000	1,250,116	545,884	1,431,900	(364,100)	-20.3%
Outside Legal Services	875	-	1,800	-	1,800	-	(1,800)	-100.0%
Special Magistrate	-	-	-	-	-	30,000	30,000	NA
Telephone, Cable and Internet Service	4,756	5,036	5,300	5,574	(274)	7,000	1,700.00	32.1%
Lease - Building	-	-	43,400	-	43,400	24,000	(19,400)	-44.7%
Lease - Copier	3,538	5,860	6,800	4,007	2,793	3,100	(3,700)	-54.4%
Printing	993	255	2,200	713	713	1,000	(1,200)	-54.5%
Miscellaneous Services	1,308	345	1,300.00	348	348	1,300	-	0.0%
Administration Fee	113,218	113,200	116,600	74,111	74,111	32,700	(83,900)	-72.0%
Billing Service Fees	-	-	-	33,166	(33,166)	42,800	42,800	NA
Office Supplies	5,206	518	2,100	919	1,181	2,100	-	0.0%
Cleaning Services	15,900	16,550	15,900	19,350	(3,450)	13,000	(2,900)	-18.2%
Principal-Capital Lease Payments	1,865	-	4,500	-	-	4,800	300	6.7%
Interest-Capital Lease Payments	183	-	1,100	-	-	500	(600)	-54.5%
Total Expenditures	\$ 2,350,275	\$ 2,914,565	\$ 3,082,600	\$ 2,357,115	\$ 750,129	\$ 2,741,900	\$ (340,700)	-11.1%

**City of Westlake
Fiscal Year 2025 Budget**

Special Revenue Fund Detail-Housing Assistance

Description	FY2022	FY2023	FY 2024			FY 2025		
	Actual	Actual	Adopted Budget	Forecast	Fav / (Unfav)	Budget	Incr./(Decr.) Over Budget	% Budget Incr./(Decr.)
Revenue								
Interest-Investments	\$ 10,365	\$ 126,526	\$ -	\$ 135,803	\$ 135,803	\$ -	\$ -	NA
Dividends	-	-	-	73,553	(73,553)	-	-	NA
Donations	1,001,028	807,660	300,000	767,860	467,860	300,000	-	0.0%
Total Revenue	\$ 1,011,393	\$ 934,186	\$ 300,000	\$ 977,216	\$ 530,110	\$ 300,000	\$ -	0.0%
Expenditures								
Assistance Program	\$ 39,425	\$ 55,925	\$ 279,000	\$ 61,424	\$ 217,576	\$ 279,000	\$ -	0.0%
Administration Fee	13,706	14,504	21,000	3,990	17,010	21,000	-	0.0%
Bank Charges	115	-	-	-	-	-	-	NA
Total Expenditures	\$ 53,246	\$ 70,429	\$ 300,000	\$ 65,414	\$ 234,586	\$ 300,000	\$ -	0.0%
Other Financing Sources (Uses)								
Interest Income	12	-	-	-	-	-	-	NA
Total Other Sources (Uses)	\$ 12	-	-	-	-	-	-	NA

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RESOLUTION 2024-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, ADOPTING A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024 AND ENDING ON SEPTEMBER 30, 2025; DETERMINING AND FIXING THE AMOUNTS NECESSARY TO CARRY ON THE GOVERNMENT OF THE CITY FOR THE ENSUING YEAR; DETERMINING THE AMOUNT OF APPLICABLE FUNDS ON HAND; ESTIMATING RECEIPTS AND EXPENDITURES FOR ALL FUNDS, EXHIBIT "A"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a tentative budget has been prepared by the City Manager estimating expenditures and revenues of the City for the ensuing year, with detailed information, including revenues to be derived from sources other than ad valorem levy, and the City Manager has made recommendations as to the amount to be appropriated for the ensuing year; and

WHEREAS, the City Council has met and considered the recommendations, the suggested budget, and the tentative millage to be levied to carry on the government of the City for the ensuing year;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA:

SECTION 1. The foregoing "WHEREAS" clauses are true and correct and hereby ratified and confirmed by the City Council. All exhibits attached hereto are hereby incorporated herein.

SECTION 2. The tentative budget of the City of Westlake, Florida, for the fiscal year beginning October 1, 2024 and ending September 30, 2025, a copy of which is attached hereto, and more particularly set forth in Exhibit "A", is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the City of Westlake, Florida.

SECTION 3. The tentative budget advertisement in conformance with Florida Statute 200.065 shall be published in one issue of a newspaper published in Palm Beach County, Florida, and at the same time the public will be notified of a public hearing to be held on the 11th day of September, 2024 at 6 p.m. for the purpose of hearing objections or criticisms of the tentative budget and millage. This meeting is for the purpose of setting a Final Tax Levy and Final Budget.

SECTION 4. There is hereby approved the tentative budget for the City of Westlake,

Tentative Budget

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Florida, as reflected in Exhibit "A", which is attached hereto and made a part hereof, for the fiscal year beginning on October 1, 2024 and ending on September 30, 2025.

SECTION 5. All delinquent taxes collected during the ensuing fiscal year as proceeds from levies of operating millage of prior years are hereby specifically appropriated for the use in the individual funds where originally recorded.

SECTION 6. Any appropriated free balance remaining at the end of the Fiscal Year 2024 shall be included in the fund balance for Fiscal Year 2025 in the fund where it was originally appropriated.

SECTION 7. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

SECTION 8. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 9. This Resolution shall become effective upon its passage and adoption.

PASSED AND APPROVED BY the City Council for the City of Westlake, Florida, this 3rd day of September 2024.

City of Westlake
JohnPaul O'Connor, Mayor

Zoie P. Burgess, City Clerk

File Attachments for Item:

A. MSP-2024-01: The applicant is requesting approval of a Master Sign Plan for a commercial shopping center known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. Parcel F1 consists of 1.3 acres and will contain one (1) 10,400 square feet building. The subject application includes eight (8) waivers.

Submitted By: Planning and Zoning



Meeting Agenda Item Coversheet

MEETING DATE:		9/3/2024	Submitted By: Planning and Zoning		
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		MSP-2024-01: The applicant is requesting approval of a Master Sign Plan for a commercial shopping center known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. Parcel F1 consists of 1.3 acres and will contain one (1) 10,400 square feet building. <u>The subject application includes eight (8) waivers.</u>			
STAFF RECOMMENDATION: (MOTION READY)		Motion to Approve MSP-2024-01 - Master Sign Plan for a commercial shopping center known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development.			
SUMMARY and/or JUSTIFICATION:		<p>The applicant is requesting approval of a Master Sign Plan for the Westlake Palms development, a 1.3 acres of commercial shopping center, per <i>Chapter 6. Sign. Section 6.9 Master Sign Plan</i>. The subject application includes the following waivers: Four (4) for Principal Tenant Wall Signs, three (3) for Secondary Tenant Wall Signs, one (1) for Building ID Sign, totaling eight (8) waivers.</p> <p>The Master Sign Plan proposes for the building, up to 8 (eight) Principal Tenant Wall Signs, eight (8) Secondary Tenant Wall Signs, one (1) Monument Sign, one (1) Building Address, one (1) Building ID Sign and one (1) artwork.</p> <p>A Site Plan Review application (SPR-2024-03) is being processed concurrently to develop one commercial building. The proposed commercial shopping center use includes a 10,400 sq. ft. building with seven (7) tenant bays and 520 sq.ft. outdoor seating area.</p>			
SELECT, if applicable		AGREEMENT:		BUDGET:	
		STAFF REPORT:	X	PROCLAMATION:	
		EXHIBIT(S):	X	OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Agenda Item Sheet Staff Report Application Master Site Plan Justification Statement Applicant Waiver Request Westlake Palm Signage Plan			
SELECT, if applicable		RESOLUTION:		ORDINANCE:	

**IDENTIFY FULL
RESOLUTION OR
ORDINANCE TITLE**

*(if Item is not a
Resolution or Ordinance,
please erase all default
text from this field's
textbox and leave blank)*

**Please keep text
indented.**

FISCAL IMPACT *(if any):*

\$



City of Westlake

Planning and Zoning Department – Staff Report

City Council Meeting 9/3/24

PETITION DESCRIPTION

PETITION NUMBER: MSP-2024-01 Westlake Palms Master Sign Plan (Westlake Landings, Parcel F1)

OWNER: Minto PBLH LLC

APPLICANT: Cotleur & Hearing

ADDRESS: 16950 Persimmon Blvd. West, Westlake, FL 33470

PCN: Portion of 77-40-43-01-17-000-0021

REQUEST: The applicant is requesting approval of a Master Sign Plan for a commercial shopping center known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. Parcel F1 consists of 1.3 acres and will contain one (1) 10,400 square feet building. The subject application includes eight (8) waivers.

SUMMARY

The applicant is requesting approval of a Master Sign Plan for the Westlake Palms development, a 1.3 acres of commercial shopping center, per *Chapter 6. Sign. Section 6.9 Master Sign Plan*. The subject application includes the following waivers: Four (4) for Principal Tenant Wall Signs, three (3) for Secondary Tenant Wall Signs, one (1) for Building ID Sign, totaling eight (8) waivers.

The Master Sign Plan proposes for the building, up to 8 (eight) Principal Tenant Wall Signs, eight (8) Secondary Tenant Wall Signs, one (1) Monument Sign, one (1) Building Address, one (1) Building ID Sign and one (1) artwork.

A Site Plan Review application (SPR-2024-03) is being processed concurrently to develop one commercial building. The proposed commercial shopping center use includes a 10,400 sq. ft. building with seven (7) tenant bays and 520 sq.ft. outdoor seating area.

STAFF RECOMMENDATION

Based upon the facts and findings contained herein, the **Planning and Zoning and Engineering Departments** have no objections of the above referenced application.

BACKGROUND

The subject application is requesting approval for a master sign plan for a commercial shopping center situated on parcel F-1. Parcel F1 is within “Westlake Landings” Master Site Plan, a commercial plaza located west of Seminole Pratt Whitney Road on a 50.826 acres that was originally approved by City Council on June 14, 2021. “Westlake Landings” is to be developed as a Property Owners Association (POA) with individual owners within the development. The subject plaza consists of a number of parcels that will be developed according to market driven demand.

- The master sign plan for the Westlake Landings was previously approved for the benefit of all the parcels within Westlake Landings.
- On March 14, 2022, a master sign plan was approved for the Westlake Warehouse in Parcel G, which included minor update to the Westlake Landings Master Sign Program.

The subject Master Sign Plan application will be heard concurrently with the Site Plan Review application by City Council on September 3, 2024.

STAFF ANALYSIS

The applicant is requesting approval of a Master Sign Plan for the Westlake Palms development, a 1.3 acres of commercial shopping center contain a 10,400 square feet building, per *Chapter 6. Sign. Section 6.9 Master Sign Plan*. The subject application includes the following waivers: Four (4) for Principal Tenant Wall Signs, three (3) for Secondary Tenant Wall Signs, one (1) for Building ID Sign, totaling eight (8) waivers.

The proposed Master Sign Plan includes all of the following signs:



Per Chapter 6. Sign. Section 6.9 Master Sign Plan: *The City Council, at the time of development order or site plan approval or amendment, may waive one or more of the requirements of this chapter as part of a master sign plan. A master sign plan may be considered for two or more signs.*

(A) The City Council may vary the size, setback requirements, number, and type of signs as part of a master sign plan application, provided the city council determines an application complies with the general intent and purpose of this chapter.

As part of the subject Master Sign Plan, the applicant is requesting the following waiver’s from the City Code Section 6.20 (Permitted Signs):

A. Principal Tenant Wall Signs

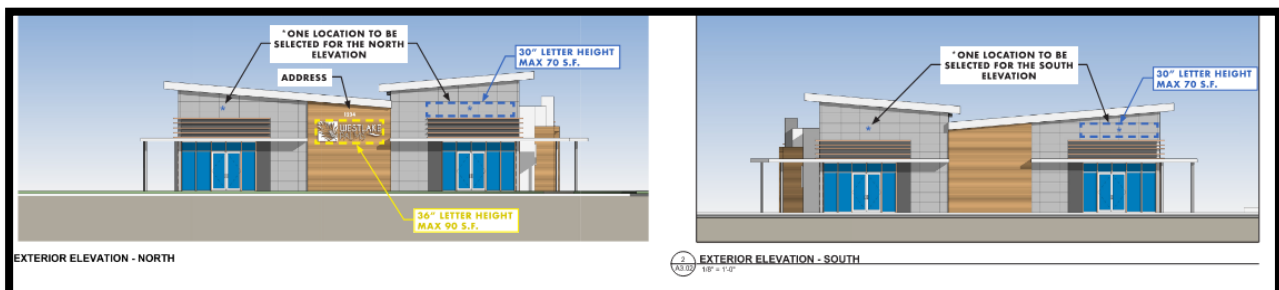
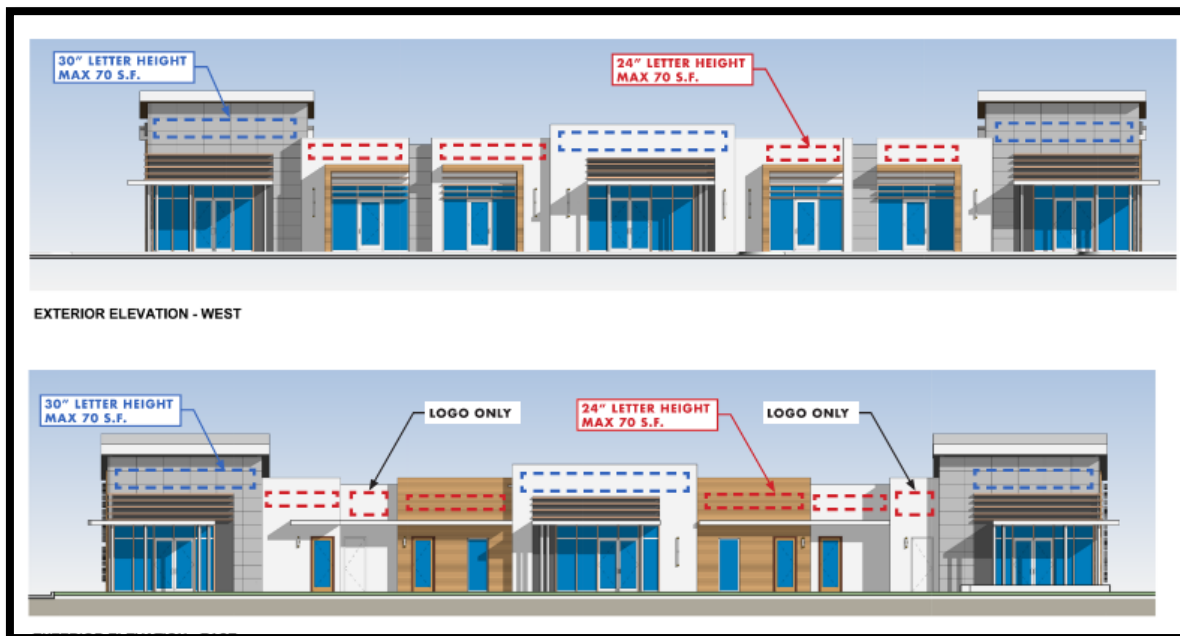
The applicant is requesting sign code waivers in terms of copy area.

- 2 sign per tenant – 1 street facing sign and 1 parking facing sign (3 signs for corner tenants).
- 2 lines of copy with 30” logo.
- copy area to be 70 square feet(2.5 sf per linear foot of façade).
- maximum letter height of 30”.

B. Secondary Tenant Wall Signs:

The applicant is requesting code waivers in terms of copy area.

- 2 Signs per Tenant – 1 street facing sign and 1 parking facing sign.
- 2 lines of copy with 24” Logo
- A maximum of 70 square feet (2 sf per linear foot of facade)



C. Principal Structure:

The applicant is requesting code waivers in terms of copy area.

- 2 lines with 36" Logo

The following table presents all 8 waivers being requested:

SIGN TYPE	CODE REQ'MT.	APPLICANT REQUEST	DEVIATION	
Wall Sign For Ground Floor uses with Separate Entrances at Ground Level PRINCIPAL TENANT WALL SIGNS (Southeast corner = 3) (Southwest corner = 3) (Northeast corner = 3) (Northwest corner = 3) (East side = 1) (West side = 1)	2 signs per tenant (with double ROW frontage) Copy – 2 lines Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space) Max. letter height – 24"	2 per tenant – 1 street facing sign and 1 parking facing sign (3 signs for corner tenants) Copy – 2 lines with 30" Logo Copy Area - 70 sf. (2.5 sf per linear foot of façade) Max. letter height – 30"	+4 + 1 Logo ea. sign +1 sf per LF of Façade +6"	4 Waivers
Wall Sign For Ground Floor uses with Separate Entrances at Ground Level SECONDARY TENANT WALL SIGNS (East side = 4) (West side = 4)	2 signs per tenant (with double ROW frontage) Copy – 2 lines Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space)	2 signs per tenant – 1 street facing sign and 1 parking facing sign Copy – 2 lines with 24" Logo Copy Area – Max. 70 sf. (2 sf per linear foot of façade)	+ 4 facing parking + 1 Logo ea. sign +.5 sf. per LF of Façade	3 Waivers
Wall Sign for Principal Structure or Building Identification or Principal Tenant BUILDING ID WALL SIGN (North side = 1)	Copy – 1 sign or 1 message	1 building name – 2 lines with 36" Logo	+ 1 Line, +1 Logo ea. sign	1 Waiver

Tenant Leasing Scenarios

Tenants located in corner bays 1, and 7 will be permitted to have three (3) Principal Tenant Wall signs. Bay 4 will be permitted to either have two (2) Principal Tenant Wall signs. Tenants located in bay 2, 3, 5, and 6 will be permitted to have (2) Secondary Tenant Wall signs.

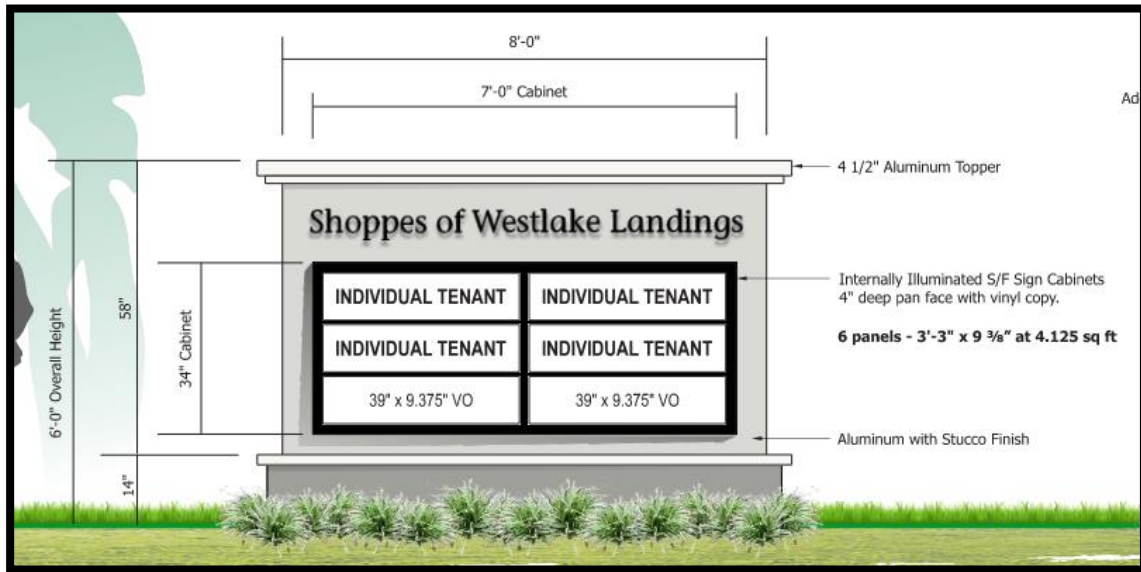
The following scenario was provided by the applicant to demonstrate possible tenant signage.

Scenario #1 demonstrates scenario of signage for option for the tenants were the signs may be permitted



The applicant is requesting a revision to the Westlake Landings approved master sign plan replacing one (1) secondary ground sign (6 tenants) along Landings Drive (not installed) with a Westlake Palms ground sign (with up to 6 tenants). The proposed ground sign has a different architectural design than the rest of the Westlake Landings ground signs. The applicant proposes a new design to be compatible with the building's architecture and the artwork that will be submitted for City Council approval as part of the Arts in Public Places application.

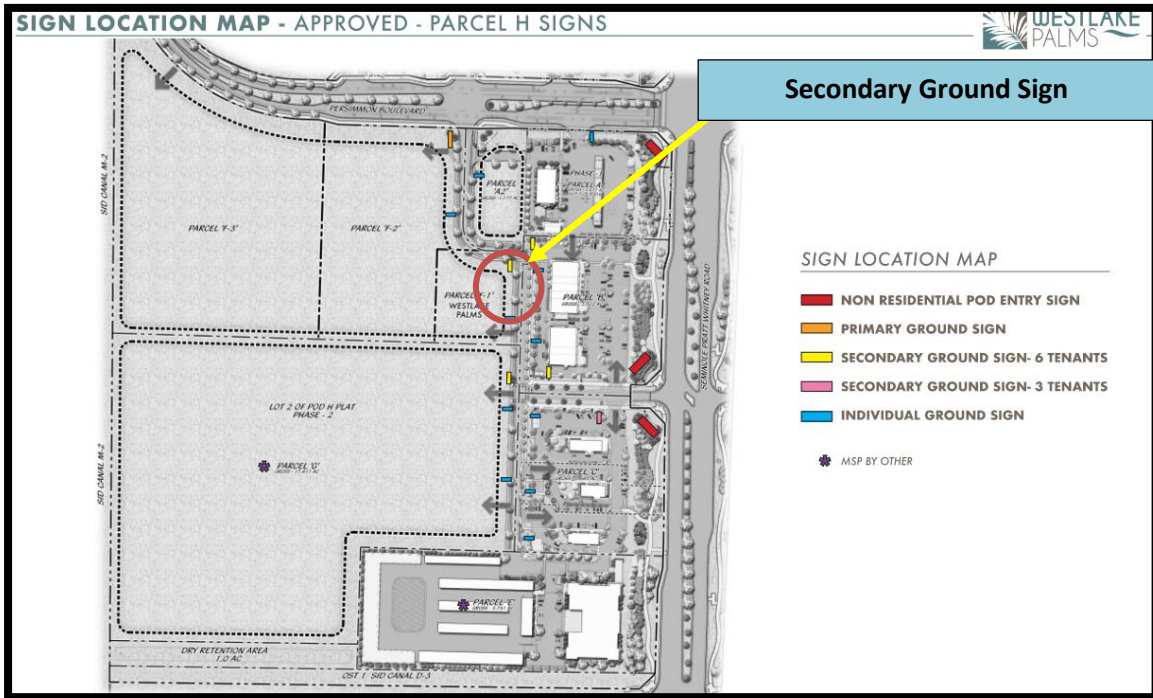
Previously Approved Secondary Ground Sign (proposed to be replaced)



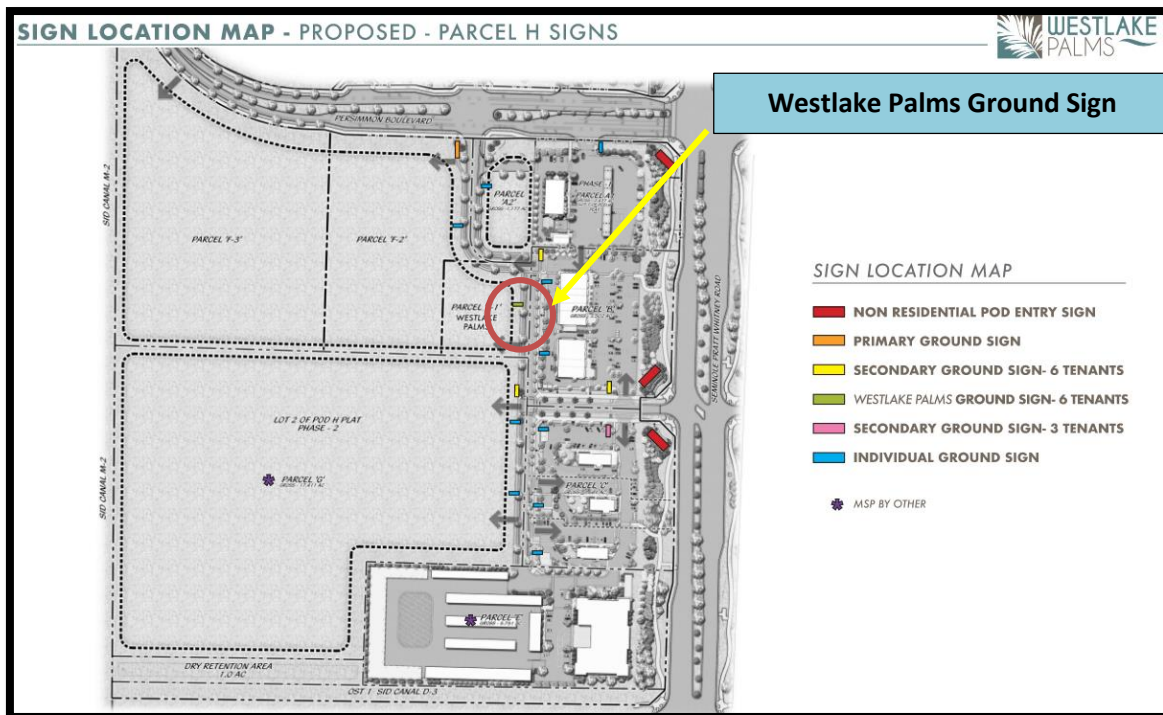
Proposed Ground Sign



Approved Master Sign Plan



Proposed Master Sign Plan



FINAL REMARKS

MSP-2024-01 will be heard by the City Council on September 3, 2024. The public hearing was advertised in compliance with the City’s code. Based upon the facts and findings contained herein, **the Planning and Zoning and Engineering Departments** have no objections of the above referenced application.

1-12-22



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 MASTER SIGN PLAN REVIEW

CITY COUNCIL MEETING DATE:

The City Council meets on the second Monday of the month at 6:30 p.m., in the Westlake City Council Chambers, located at 4005 Seminole Pratt Whitney Road.

See page 3 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 on the Site Plan Review Application Checklist (see page 4). If not applicable, indicate with N/A.
3. The applicant must be present at scheduled City Council meeting.
4. If project is to be developed in phases, a Master Site Plan Review Application shall be required.

I. PROJECT DESCRIPTION & APPLICANT INFORMATION

PROJECT NAME: MSP-2024-01 Parcel F-1, Westlake Palms Master Sign Plan

PROJECT ADDRESS: 4931 Seminole Pratt Whitney Road

DESCRIPTION OF PROJECT: 10,400 SF Shopping Center Mixed Use

Estimated Project Cost: TBD

Property Control Number (PCN): A portion of 77-40-43-01-17-000-0021

Section/Township/Range:

Property Owner(s) of Record (Developer) Minto PBLH, LLC

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

Phone No.: 954-973-4460 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 - Westlake Palms LLC (Contract Purchaser)

Address: 1934 Commerce Lane, Suite 1, Jupiter, FL 33458

Phone No.: 561-747-6336 Fax No.: 561-747-1377 E-mail Address: Dhearing@coteleur-hearing.com

II. LAND USE & ZONING

A) ZONING DISTRICT Mixed Use B) FUTURE LAND USE DESIGNATION Downtown Mixed Use
 C) EXISTING USE(S) Vacant
 D) PROPOSED USE(S), AS APPLICABLE Shopping Center Mixed Use

III. ADJACENT PROPERTIES

	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	Parcel H, Sub-parcel F-1 Vacant	Downtown Mixed Use	Mixed Use
NORTH	Parcel H, Sub-parcel A-2 Vacant	Downtown Mixed Use	Mixed Use
SOUTH	Parcel H, Sub-parcel G - Westlake Commerce Ctr Approved, Not Yet Constructed	Downtown Mixed Use	Mixed Use
EAST	Parcel H, Sub-parcel B - Shoppes at Westlake Landings Under Construction	Downtown Mixed Use	Mixed Use
WEST	Parcel H, Sub-parcel F-2 - Tractor Supply Site Plan Approval Pending	Downtown Mixed Use	Mixed Use

IV. OWNER AND APPLICANT/AGENT ACKNOWLEDGEMENT AND CONSENT

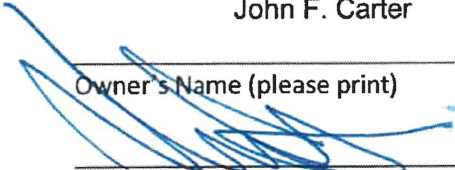
Consent statement (to be completed if owner is using an agent)

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

7/17/2024

 Date

Donaldson E. Hearing

DONALDSON HEARING

 Applicant/Agent's Name (please print)



 Applicant/Agent's Signature

7.18.2024

 Date



LAND PLANNING + LANDSCAPE ARCHITECTURE



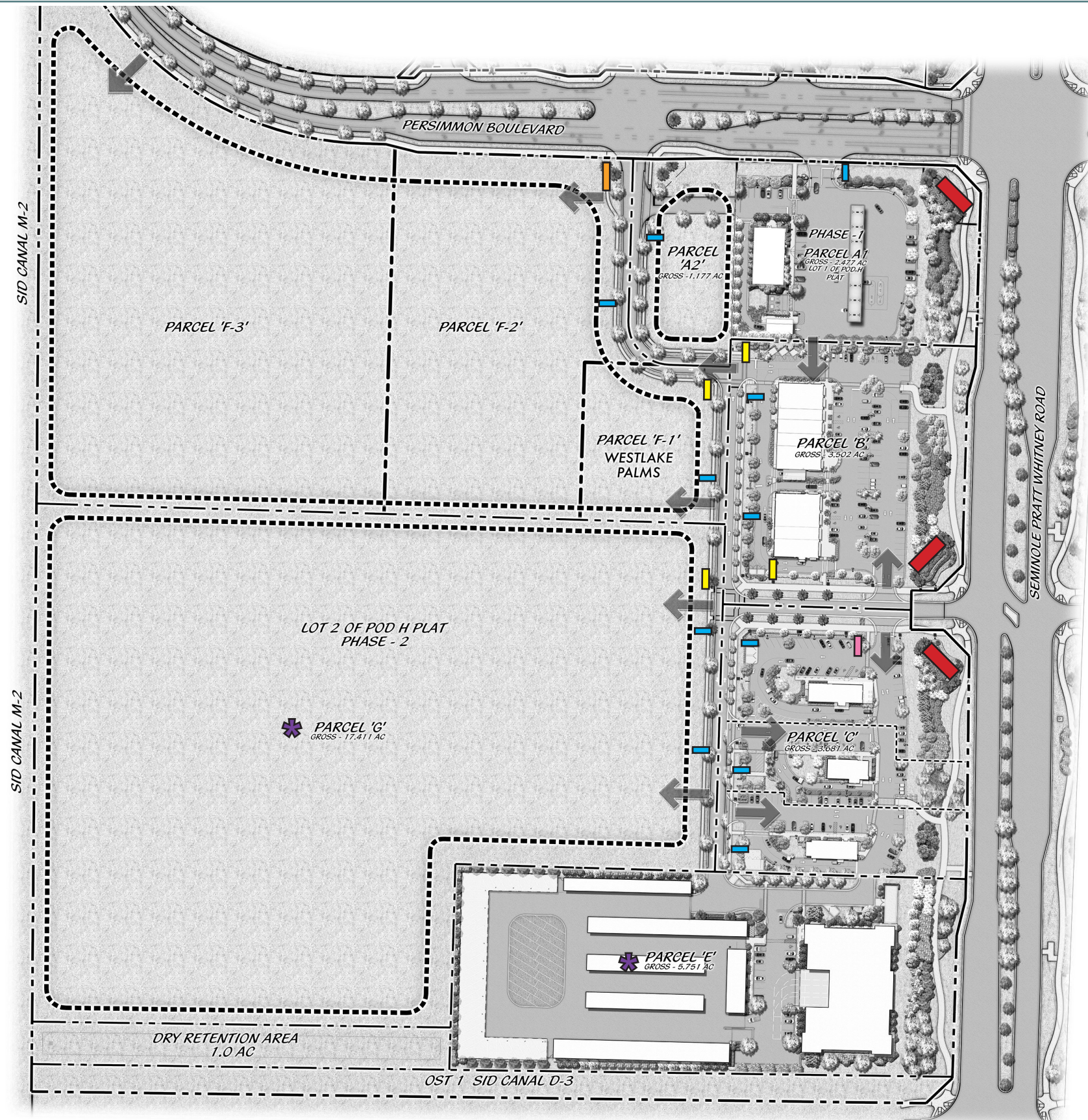
Cotleur & Hearing

1934 COMMERCE LANE, SUITE 1
JUPITER, FL 33458
561-747-6336
www.cotleurhearing.com

PARCEL H, SUB-PARCEL F-1
MASTER SIGNAGE PROGRAM

JULY 30, 2024

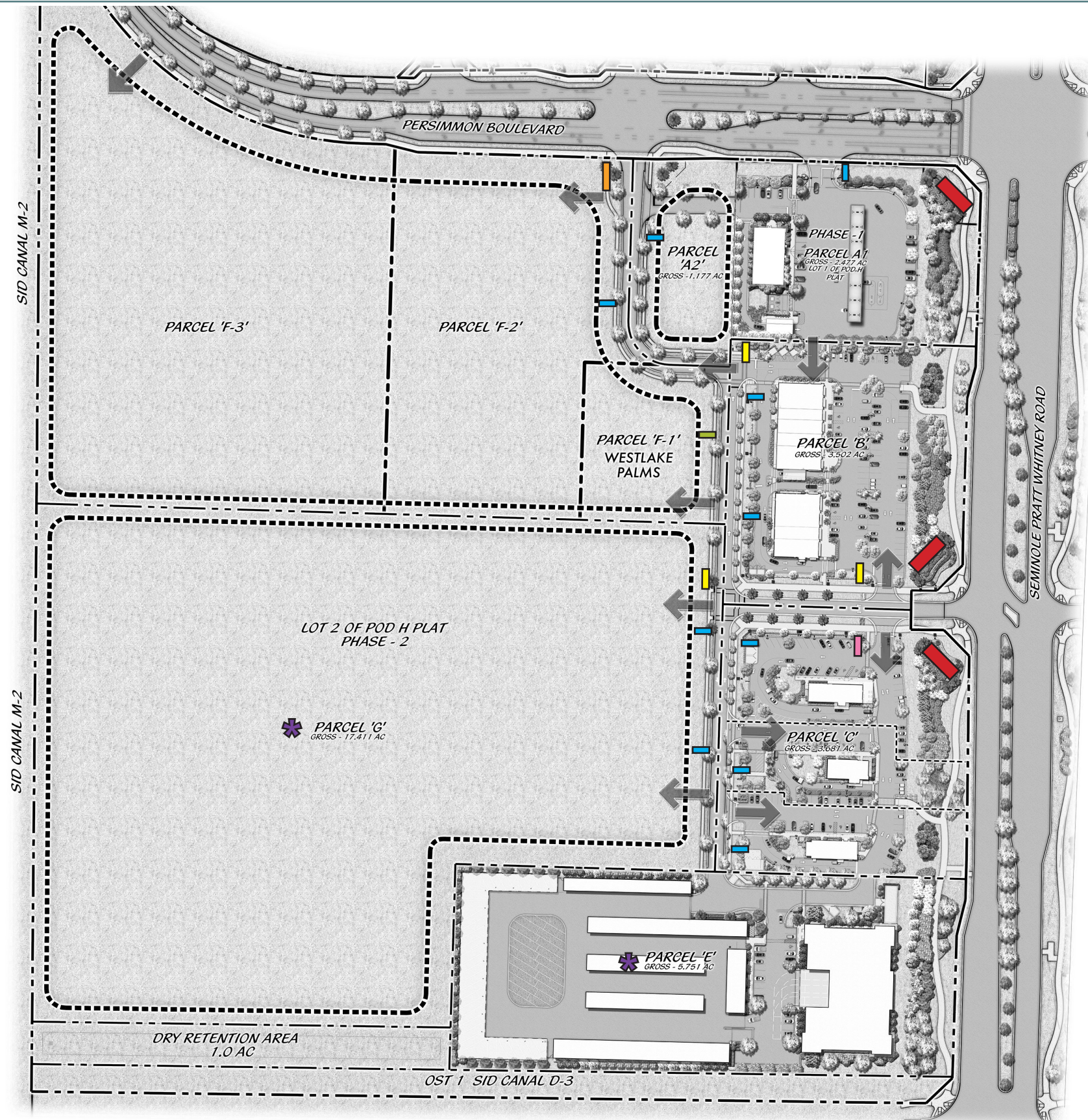
- 1** SIGN LOCATION MAP - APPROVED - PARCEL H SIGNS
- 2** SIGN LOCATION MAP - PROPOSED - PARCEL H SIGNS
- 3** SIGN LOCATION MAP - PROPOSED - SUB-PARCEL F-1 SIGNS (WESTLAKE PALMS)
- 4** NON-RESIDENTIAL ENTRY POD SIGN
- 5** PRIMARY GROUND SIGN - 12 TENANTS
- 6** WESTLAKE PALMS GROUND SIGN- 6 TENANTS
- 7** WALL SIGNAGE



SIGN LOCATION MAP

- NON RESIDENTIAL POD ENTRY SIGN
- PRIMARY GROUND SIGN
- SECONDARY GROUND SIGN- 6 TENANTS
- SECONDARY GROUND SIGN- 3 TENANTS
- INDIVIDUAL GROUND SIGN

- ✱ MSP BY OTHER



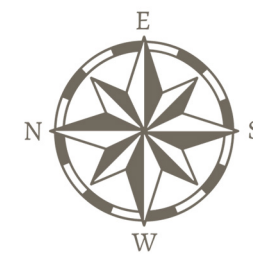
SIGN LOCATION MAP

- NON RESIDENTIAL POD ENTRY SIGN
- PRIMARY GROUND SIGN
- SECONDARY GROUND SIGN- 6 TENANTS
- WESTLAKE PALMS GROUND SIGN- 6 TENANTS
- SECONDARY GROUND SIGN- 3 TENANTS
- INDIVIDUAL GROUND SIGN
- MSP BY OTHER

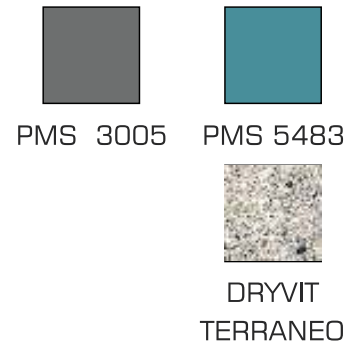


SIGN LOCATION MAP

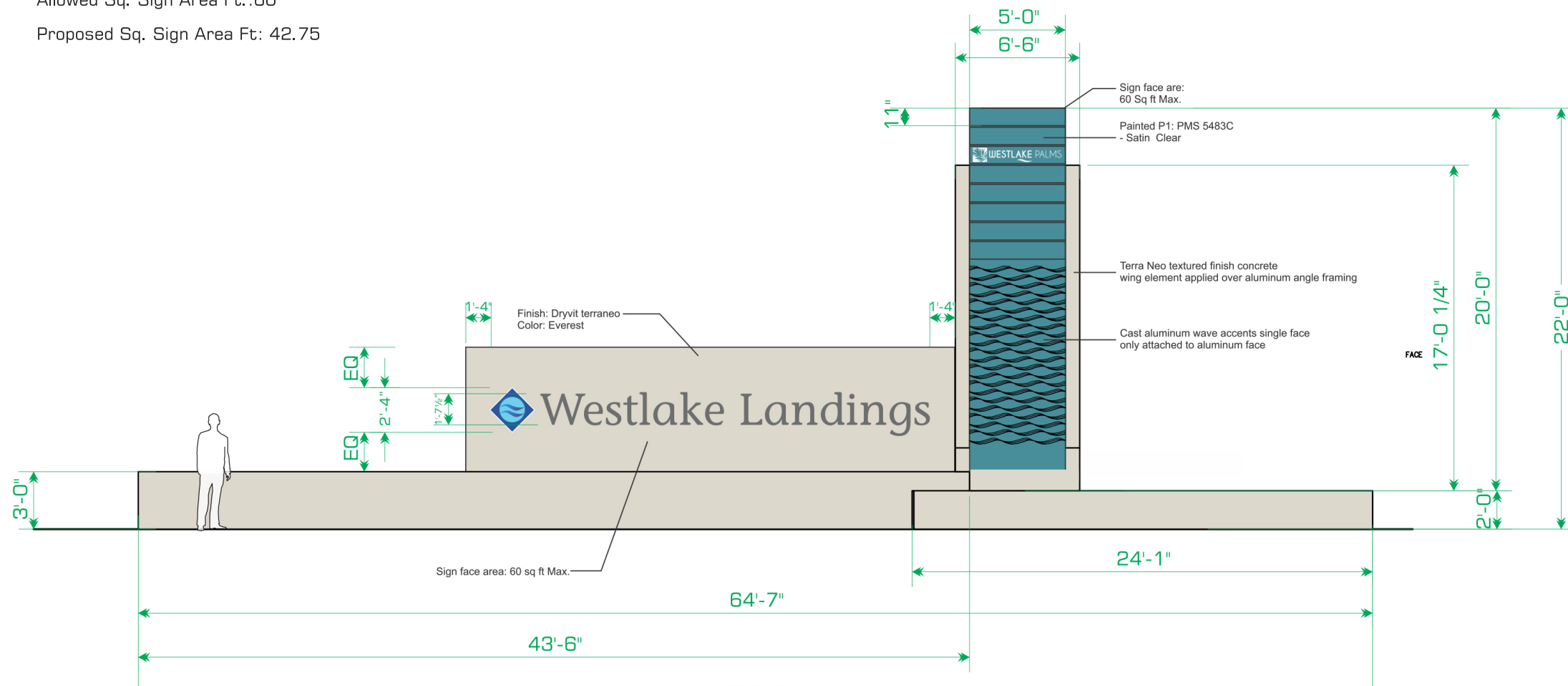
-  WESTLAKE PALMS GROUND SIGN- 6 TENANTS
-  PRINCIPAL TENANT WALL SIGN 30" HEIGHT
*ONE LOCATION TO BE SELECTED ON NORTH AND SOUTH ELEVATION
-  SECONDARY TENANT WALL SIGN 24" HEIGHT
-  BUILDING ID WALL SIGN
-  PROPOSED ART IN PUBLIC PLACES LOCATION



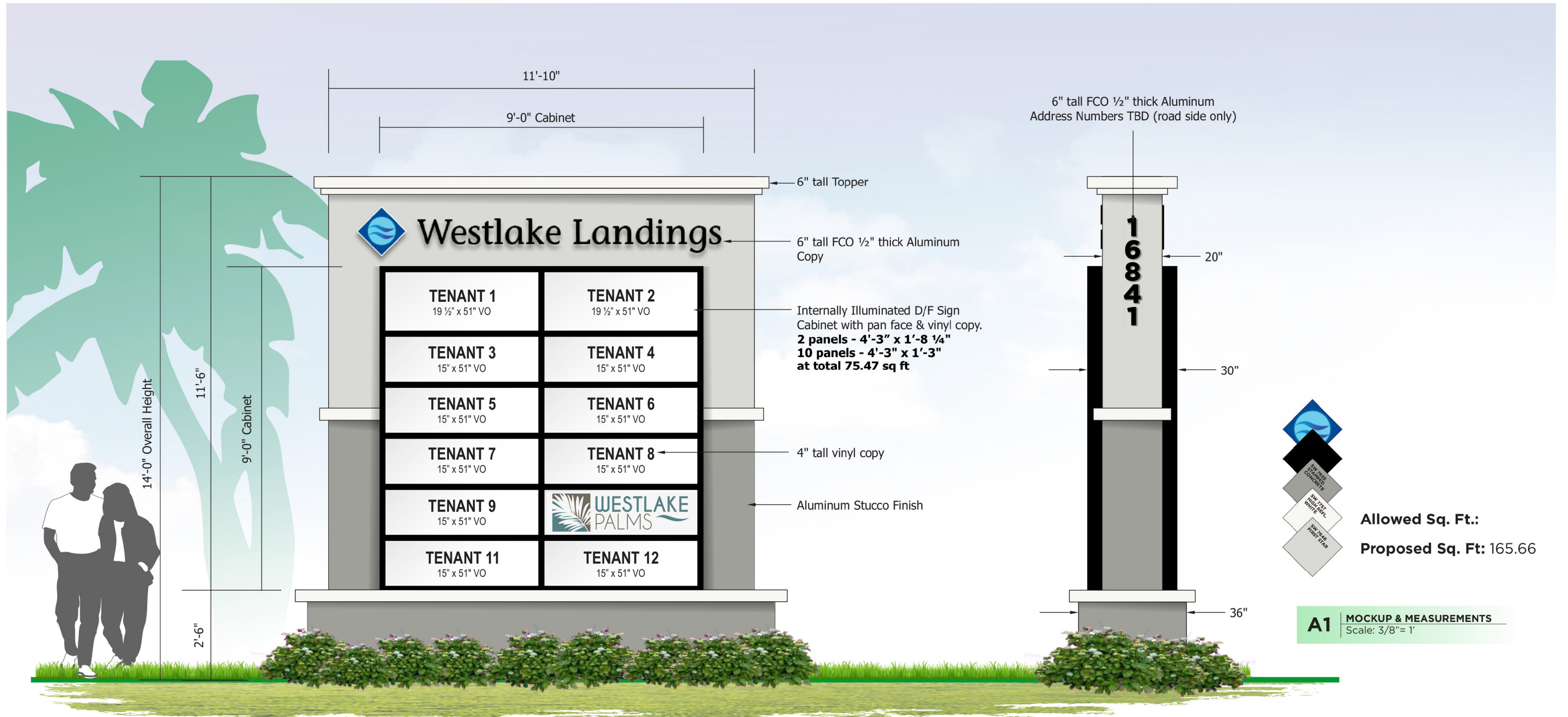
NON RESIDENTIAL POD ENTRY SIGN



Main cabinet color: Dryvit Terraneo Everest
 Header color: Grey
 Pole cover: PMS 5483
 Embellishments: Dryvit Terraneo
 Allowed Sq. Sign Area Ft.: 60
 Proposed Sq. Sign Area Ft.: 42.75



INTERNALLY-ILLUMINATED SINGLE SIDED MONUMENT SIGN WITH REVERSE CHANNEL LETTERS



- Channel letters shall be Helvetica medium or Americana Extra Bold.
- Letters shall be all caps unless approved by Landlord.
- Regional and National chains are permitted to use brand logo if approved by Landlord.

WESTLAKE PALMS GROUND SIGN - 6 TENANTS



SW 6235
Foggy Day

PAINT COLOR 2



SW 7005
Pure White

PAINT COLOR 1



PORCELAIN TILE SLAB-GREY- 24X48-MATERIAL TO BE SELECTED



SIDING - RESYSTA - 6" PROFILE-COLOR - PALE GOLDEN



SCREEN WALL - RESYSTA - 2 CHANNELS THICK - PALE GOLDEN



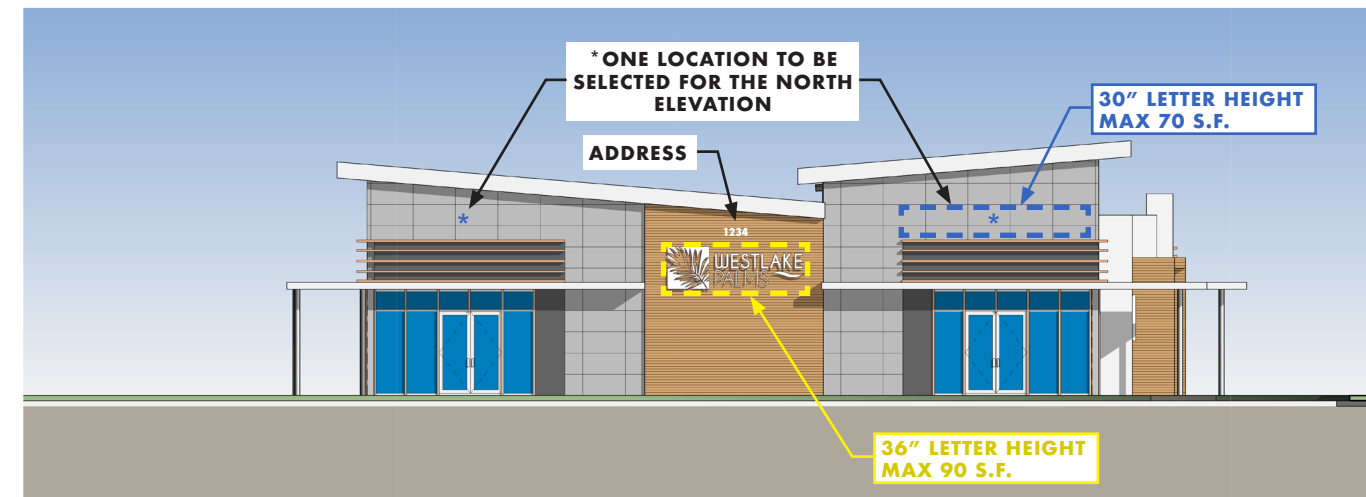
C02, Pale Golden



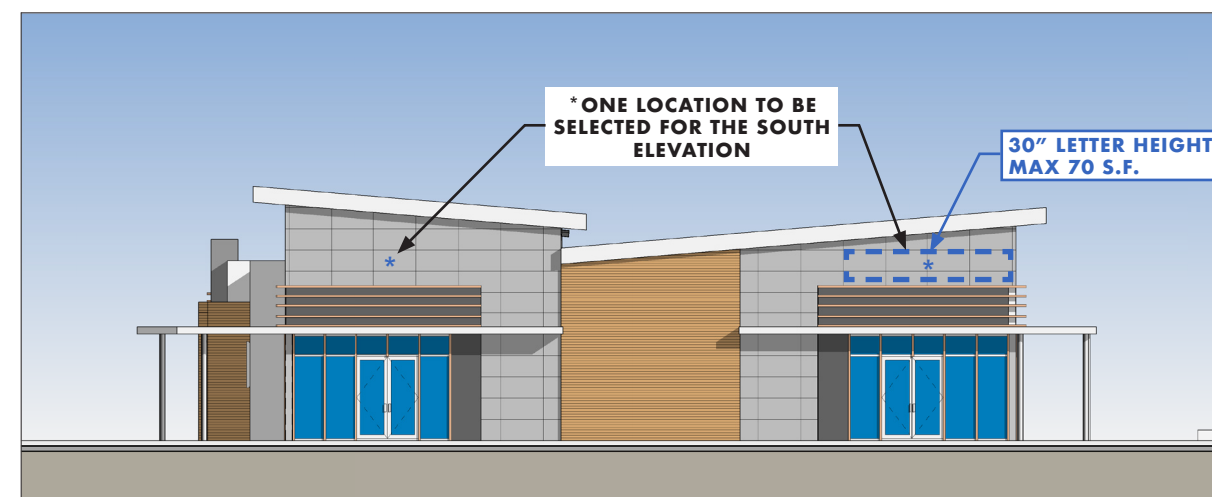
EXTERIOR ELEVATION - WEST



EXTERIOR ELEVATION - EAST



EXTERIOR ELEVATION - NORTH



2
A3.02
1/8" = 1'-0"

EXTERIOR ELEVATION - SOUTH

PRINCIPAL GROUND FLOOR TENANT WALL SIGN
 MAX 30" LETTERS, 2 LINES OF COPY, 30" MAX LOGO (70 SF)
 2.5 SF PER LF OF FACADE
 *ONE LOCATION TO BE SELECTED ON NORTH AND SOUTH ELEVATION

SECONDARY GROUND FLOOR TENANT WALL SIGN
 MAX 24" LETTERS, 2 LINES OF COPY, 24" MAX LOGO (70 SF)
 2.0 SF PER LF OF FACADE

BUILDING ID SIGN
 MAX 36" OVERALL, MAX 36" LETTERS, 2 LINES OF COPY, MAX 36" LOGO
 (90 SF EA)

BUILDING ADDRESS
 MIN 6" NUMBERS

NOTES:

- WALL SIGN LETTERS SHALL BE EITHER 1/4" THICK FLAT CUT METAL OR INDIVIDUAL DIMENSIONAL CHANNEL LETTERS.
- LETTER STYLE, COLOR, AND FONT TO BE DETERMINED BY TENANT AND LANDLORD. STANDARD DEFAULT STYLE SHALL BE FUTURA BOLD.
- LETTERS SHALL BE ALL CAPS UNLESS APPROVED BY LANDLORD.
- LOGOS ARE PREMISSABLE IF APPROVED BY LANDLORD.
- WINDOW SIGNS SHALL CONFORM TO SECTION 6.9 OF THE WESTLAKE SIGN CODE. WINDOW SIGNAGE SHALL NOT EXCEED 20% OF THE GLASS AREA.
- ALL WINDOW SIGNS MUST BE APPROVED BY THE LANDLORD.
- PROPOSED CODE REVISION: MAX 50% OF THE AREA OF EACH WALL SIGN MAY INCORPORATE A LOGO OF ANY COLOR. THE LOGO SHALL NOT EXCEED THE TOTAL HEIGHT OF THE SIGN ON THE BUILDING.

Parcel H, Sub-parcel F-1 “Westlake Palms”

MASTER SIGN PLAN REVIEW

(MSP-2024-01)

Justification Statement

July 30, 2024

Introduction

The Applicant is pleased to submit this request for the master sign plan review for a shopping center mixed use building in Westlake Landings (Parcel H, Sub-parcel F-1). Parcel H is located centrally within the w on the west side of Seminole Pratt Whitney Road, just north of Seminole Ridge High School.

Background

The original Minto Westlake site is located East and West of Seminole Pratt Whitney Blvd., South of 60th Street North, and North of 50th Street N, East of Mead Hill Drive, and 44th Street North, East of 190th Terrace North and West of 140th Avenue North. Per the adopted Comprehensive Plan, the 3,788.60-acre property has FLUA designations of R1, R2, DTMU, Civic, OS&R and SE Overlay. Portions of the Minto Westlake site have been sold since the adoption of the Comprehensive Plan.

The original Minto Westlake is roughly co-extensive with Seminole Improvement District (SID), a legislatively created special district with the authority to provide public infrastructure and services and to operate district facilities. SID provides drainage, water, and wastewater services for the subject property, and owns a canal right-of-way and/or easement for access and drainage from the subject site running approximately four miles south to the C-51 Canal.

Historic and Recent Planning and Zoning Entitlements

Prior to the City’s incorporation, Palm Beach County issued several Development Orders to Minto permitting development on Minto’s property that is now within the City of Westlake. Specifically, the County approved Resolution 2014-1646 (as later amended by 2014-1892) rezoning the Westlake Property, and Resolutions 2014-1647 and 2014-1648 approving Hotel and College/University as requested uses on the Westlake Property. At that same time, Palm Beach County revised its Comprehensive Plan and Unified Land Development Code (“ULDC”) to facilitate development of the Westlake Property pursuant to Ordinances 2014-030 and 2014-031. At the same time, to address the County’s traffic concurrency requirements related to the approved density and intensity, Minto entered into a Proportionate Fair Share Agreement with Palm Beach County dated October 29, 2014.

Subsequent to incorporation, Minto proceeded with the development of its property pursuant to the County Development Orders and the Interim Code. The City has adopted its own Comprehensive Plan and has implemented land development regulations (“LDRs”). Further, most of the conditions of approval contained in the County development orders have either been completed or are superseded by the City’s Comprehensive Plan, Land Development Regulations and state law. As a result, on December 01, 2021, Minto notified the City of Westlake of its intention to hereinafter proceed under § 163.3167(5) to complete development of its density and intensity vested by the Proportionate Fair Share Agreement and state law, pursuant to the City’s Comprehensive Plan and Land Development Regulations.

Subject Request

The Applicant is requesting approval of a master sign plan for this proposed commercial shopping center mixed use site known as “Westlake Palms” within Parcel H, “Westlake Landings,” situated on sub-parcel F-1 on the previously platted Parcel H site. Sub-parcel F-1 consists of 1.30 acres and will contain 10,400 square feet of commercial mixed uses within up to 7 bays of space in the proposed one (1) building. The site plan for Westlake Palms is currently under review with the Planning department.

The master sign plan for Parcel H was previously approved for the benefit of all the parcels within Westlake Landings. The only update proposed for Parcel H overall was as follows: On March 14, 2022, a master sign plan was approved for sub-parcel G (Westlake Commerce Center) which included minor update to the Westlake Landings Master Sign Program.

Parcel H – Westlake Landings Individual & Secondary Ground Signs: For the benefit of Parcel F-1 and other parcels within Westlake Landing, the applicant is requesting approval to allow for customized individual and or secondary individual ground signs as an alternative the approved Westlake Landings individual ground sign. Deviations, however, can only be approved through an application for Master Sign Plan approved by the city council. Alternative designs should be generally consistent in size and mass with the Westlake Landing standards. Secondary individual ground signs shall contain no more than 6 tenants and a project name. For sub-parcel F-1 the applicant is modifying the Westlake Landings (Parcel H) approved Master Sign Plan by replacing one secondary (1) ground sign (6 tenants) along Landings Drive (not yet installed) with a Westlake Palms Ground Sign (alternative Secondary Ground Sign) with up to 6 tenants and project name designed specifically for the Westlake Palms commercial building. This ground sign will be designed in concert with the theme of the proposed architecture of the building. The applicant intends to install art at this site and is currently working with a famous local artist (Mark Fuller) on a design proposed to be integrated with this unique ground sign. An Art in Public Places application will be submitted to the City for review in the near future.

With regard to sub-parcel F-1, Westlake Palms specifically, the following is proposed:

Principal Tenant Wall Sign:

The applicant is requesting up to eight (8) principal tenant “wall signs”: three (3) on the east

side, three (3) on the west side and one (1) each on the north and south sides. These signs are intended for the larger space holding tenants and are proposed to have a maximum of 30" letters with 2 lines of copy and may contain a maximum 30" logo. Principal tenants occupying the north end or south end bays will be permitted to have an additional wall sign on either corner of the building, but not on both corners of either the north or south side of the building.

Secondary Tenant Wall Sign:

The applicant is requesting up to eight (8) secondary tenant "wall signs"; four (4) on the east side and four (4) on the west side of the building. These signs are intended for the smaller space holding tenants and are proposed to be a maximum of 24" letters with 2 lines of copy and may contain a maximum 30" logo.

This building contains 2 visible sides for tenant identification: the east side facing the street (Landings Drive) and the west side facing the parking area. Signage on both sides of the building is essential for way finding and operational success.

Building Wall ID Sign: A building ID sign will be located on the north side of the building. This sign is proposed to contain 2 lines of copy at a maximum letter height of 36" and include the Westlake Palms logo at a maximum of 36".

Building Address:

The applicant is requesting two (2) building address signs (street number only); one on the Westlake Palms ground sign and the second on the Building ID sign on the north side of the building. The address assigned is 4931 Seminole Pratt Whitney Road, with Units 1000, 1100, 1200, 1300, 1400, 1500 and 1600 assigned to each bay beginning at the north end, running south. The street number will be located on top of the Building Wall ID sign, as well as on the Westlake Palms ground sign. The address numbers will be a minimum of 6" in height.

Door Window Address Signs:

There may be a unit number address located on each tenant's entrance door, conforming to the Westlake sign code and not exceeding 20% of the glass area.

Waiver Request

Pursuant to the Westlake sign code and the applicant's proposed signage program identified herein and illustrated in the Westlake Palms Master Sign Program booklet included, there are waivers being requested. These waivers are identified on the table provided on the following page for each proposed sign type.

The standard Westlake sign code anticipates suburban design configurations. The applicant is implementing a traditional (New Urban) design configuration. The building is designed to engage the street (Landings Drive) on the east side as well as for parking on the south and west sides of the building. Signs are needed to allow identification of the occupying tenants to those areas.

Examples of similar design applications include Northlake Gardens opposite Costco on Northlake Blvd. Also, Bermudiana in Abacoa.

WESTLAKE PALMS MASTER SIGN PROGRAM – WAIVER TABLE

SIGN TYPE	CODE REQ'MT.	APPLICANT REQUEST	DEVIATION
<p><i>Wall Sign For Ground Floor uses with Separate Entrances at Ground Level</i></p> <p>PRINCIPAL TENANT WALL SIGNS (Southeast corner = 3) (Southwest corner = 3) (Northeast corner = 3) (Northwest corner = 3) (East side = 1) (West side = 1)</p>	<p>2 signs per tenant (with double ROW frontage)</p> <p>Copy – 2 lines</p> <p>Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space)</p> <p>Max. letter height – 24"</p>	<p>2 per tenant – 1 street facing sign and 1 parking facing sign (3 signs for corner tenants)</p> <p>Copy – 2 lines with 30" Logo</p> <p>Copy Area - 70 sf. (2.5 sf per linear foot of façade)</p> <p>Max. letter height – 30"</p>	<p>+4</p> <p>+ 1 Logo ea. sign</p> <p>+1 sf per LF of Facade</p> <p>+6"</p>
<p><i>Wall Sign For Ground Floor uses with Separate Entrances at Ground Level</i></p> <p>SECONDARY TENANT WALL SIGNS (East side = 4) (West side = 4)</p>	<p>2 signs per tenant (with double ROW frontage)</p> <p>Copy – 2 lines</p> <p>Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space)</p>	<p>2 signs per tenant – 1 street facing sign and 1 parking facing sign</p> <p>Copy – 2 lines with 24" Logo</p> <p>Copy Area – Max. 70 sf. (2 sf per linear foot of façade)</p>	<p>+ 4 facing parking</p> <p>+ 1 Logo ea. sign</p> <p>+5 sf. per LF of Facade</p>
<p><i>Wall Sign for Principal Structure or Building Identification or Principal Tenant</i></p> <p>BUILDING ID WALL SIGN (North side = 1)</p>	<p>Copy – 1 sign or 1 message</p>	<p>1 building name – 2 lines with 36" Logo</p>	<p>+ 1 Line, +1 Logo ea. sign</p>

Conclusion

The Applicant is requesting approval of Westlake Palms Master Sign Program as presented. The Applicant will work closely with Staff to bring this application to completion as quickly as possible. The Applicant and the entire development team are available to answer any questions Staff might have and/or provide necessary information to supplement the information provided in the submittal.

WESTLAKE PALMS MASTER SIGN PROGRAM – WAIVER TABLE

SIGN TYPE	CODE REQ'MT.	APPLICANT REQUEST	DEVIATION
<p>Wall Sign For Ground Floor uses with Separate Entrances at Ground Level</p> <p>PRINCIPAL TENANT WALL SIGNS (Southeast corner = 3) (Southwest corner = 3) (Northeast corner = 3) (Northwest corner = 3) (East side = 1) (West side = 1)</p>	<p>2 signs per tenant (with double ROW frontage)</p> <p>Copy – 2 lines</p> <p>Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space)</p> <p>•</p> <p>Max. letter height – 24"</p>	<p>2 per tenant – 1 street facing sign and 1 parking facing sign (3 signs for corner tenants)</p> <p>Copy – 2 lines with 30" Logo</p> <p>Copy Area - 70 sf. (2.5 sf per linear foot of façade)</p> <p>Max. letter height – 30"</p>	<p>+4</p> <p>+ 1 Logo ea. sign</p> <p>+1 sf per LF of Facade</p> <p>+6"</p>
<p>Wall Sign For Ground Floor uses with Separate Entrances at Ground Level</p> <p>SECONDARY TENANT WALL SIGNS (East side = 4) (West side = 4)</p>	<p>2 signs per tenant (with double ROW frontage)</p> <p>Copy – 2 lines</p> <p>Copy Area – Max. 70 sf. (1.5 sf. per linear foot of façade of tenant space)</p>	<p>2 signs per tenant – 1 street facing sign and 1 parking facing sign</p> <p>Copy – 2 lines with 24" Logo</p> <p>Copy Area – Max. 70 sf. (2 sf per linear foot of façade)</p>	<p>+ 4 facing parking</p> <p>+ 1 Logo ea. sign</p> <p>+ .5 sf. per LF of Facade</p>
<p>Wall Sign for Principal Structure or Building Identification or Principal Tenant</p> <p>BUILDING ID WALL SIGN (North side = 1)</p>	<p>Copy – 1 sign or 1 message</p>	<p>1 building name – 2 lines with 36" Logo</p>	<p>+ 1 Line, +1 Logo ea. sign</p>

File Attachments for Item:

B. SPR-2024-03: The applicant is requesting site plan approval of a 1.3-acre site for a proposed 10,400 sq.ft. Commercial use building to be known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. **The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12’ x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).**

Submitted By: Planning and Zoning



Meeting Agenda Item Coversheet

MEETING DATE:	9/3/2024	Submitted By: Planning and Zoning	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>	<p>SPR-2024-03: The applicant is requesting site plan approval of a 1.3-acre site for a proposed 10,400 sq.ft. Commercial use building to be known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. <u>The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12’ x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).</u></p>		
STAFF RECOMMENDATION: (MOTION READY)	<p>Motion to Approve with Conditions SPR-2024-03 - Site Plan Review for Commercial use building to be known as, “Westlake Palms” located in Parcel F1 within the Westlake Landings development.</p> <ol style="list-style-type: none"> 1. The selection of the artwork shall be approved by the City Council prior to issuance of a building permit. 2. Semi-truck deliveries onsite are not permitted. 		
SUMMARY and/or JUSTIFICATION:	<p>The applicant is requesting approval of a site plan for a 1.3-acre commercial shopping center site to be known as “Westlake Palms” located in Parcel F1 within the Westlake Landings development. The proposed commercial shopping center use includes a 10,400 sq. ft. building with seven (7) tenant bays and 520 sq.ft. outdoor seating area.</p> <p>In accordance with Ordinance No. 2021-12, all non-residential development projects with building constructions costs of one million dollars (\$1,000,000.00) as determined by the City’s Building Official or more shall be subject to the requirements of the Art in Public Places program. The non-residential development must either contribute one percent (1%) of the building constructions 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. <u>The applicant has chosen to provide artwork onsite. The proposed artwork will be located on the east side of the building fronting Landings Drive.</u></p> <p><u>The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12’ x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).</u></p> <p><u>Additionally, the applicant has submitted a Master Sign Plan application (MSP-2024-1) concurrent with this request.</u></p>		
SELECT, if applicable	AGREEMENT:		BUDGET:
	STAFF REPORT:	X	PROCLAMATION:

	EXHIBIT(S):	X	OTHER:	
<p style="text-align: center;">IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i></p>	<p>Agenda Item Sheet Staff Report Application Justification Statement Applicant Waiver Request Survey Master Site Plan Site Plan SID Confirmation Photometrics Plan Loading Demand Analysis Landscape Plan Elevation Plans Engineering Plans Drainage Statement Traffic Statement</p>			
SELECT, if applicable	RESOLUTION:		ORDINANCE:	
<p style="text-align: center;">IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank)</i> <u>Please keep text indented.</u></p>				
FISCAL IMPACT (if any):			\$	



PETITION DESCRIPTION

PETITION NUMBER: SPR-2024-03 Westlake Palms (Westlake Landings, Parcel F1)

OWNER: Minto PBLH, LLC

APPLICANT: Cotleur & Hearing

ADDRESS: 16950 Persimmon Blvd. West, Westlake, FL 33470

PCN: Portion of 77-40-43-01-17-000-0021

REQUEST: The applicant is requesting site plan approval of a 1.3-acre site for a proposed 10,400 sq.ft. Commercial use building to be known as “Westlake Palms” located in Parcel F1, within the Westlake Landings development. The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12’ x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).

SUMMARY

The applicant is requesting approval of a site plan for a 1.3-acre commercial shopping center site to be known as “Westlake Palms” located in Parcel F1 within the Westlake Landings development. The proposed commercial shopping center use includes a 10,400 sq. ft. building with seven (7) tenant bays and 520 sq.ft. outdoor seating area.

In accordance with Ordinance No. 2021-12, all non-residential development projects with building constructions costs of one million dollars (\$1,000,000.00) as determined by the City’s Building Official or more shall be subject to the requirements of the Art in Public Places program. The non-residential development must either contribute one percent (1%) of the building constructions cots 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. The applicant has chosen to provide artwork onsite. The proposed artwork will be located on the east side of the building fronting Landings Drive. The applicant is also requesting two (2) Waivers as part of this application. Waiver (1) to eliminate two (2) 12’ x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.; and Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).

Additionally, the applicant has submitted a Master Sign Plan application (MSP-2024-1) concurrent with this request.

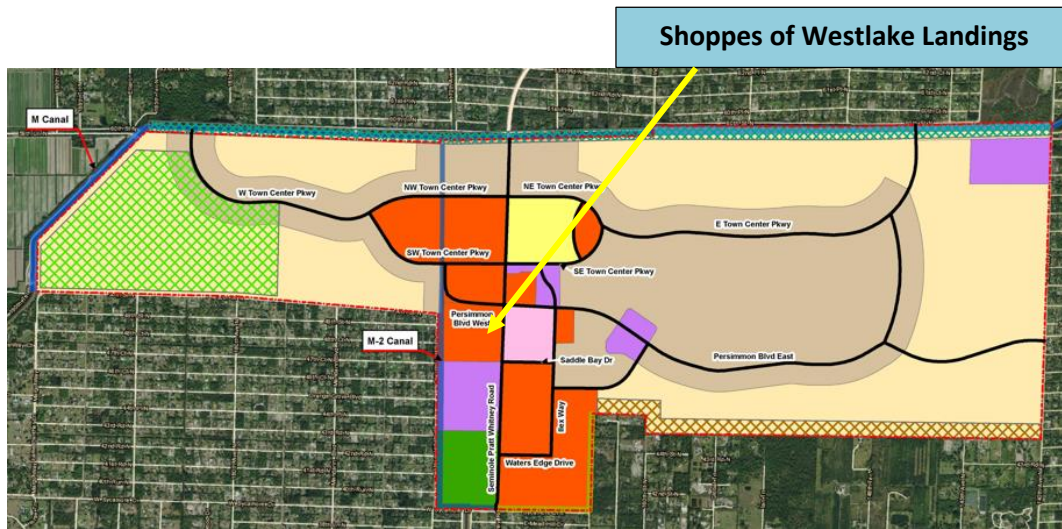
STAFF RECOMMENDATION

Based upon the facts and findings contained herein, the **Planning and Zoning and Engineering Departments** have no objections of the above referenced application with the following conditions:

1. The selection of the artwork shall be approved by the City Council prior to issuance of a building permit.
2. Semi-truck deliveries onsite are not permitted.

PETITION FACTS

- a. Total Gross Site Area: 1.3 acres (Parcel F, Parcel F1)
- b. Building Data: 10,400 sq.ft
- c. Land Use and Zoning
 - Existing Land Use: Vacant
 - Future Land Use: Downtown Mixed Use
 - Zoning: Mixed Use

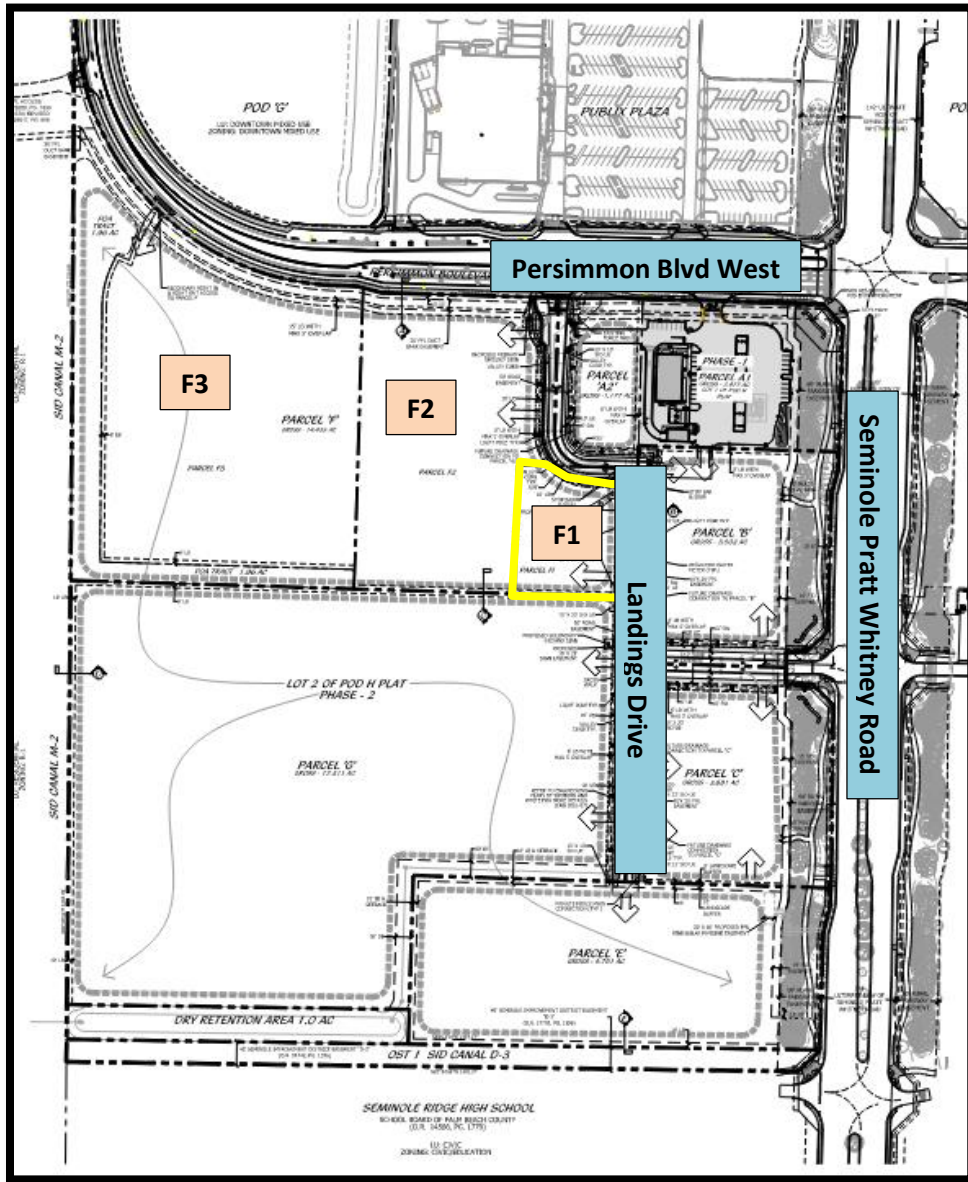


BACKGROUND

Parcel F1 is within “Westlake Landings” Master Site Plan, a commercial plaza located west of Seminole Pratt Whitney Road on a 50.826 acres that was originally approved by City Council on June 14, 2021. “Westlake Landings” is to developed as a Property Owners Association (POA) with individual owners within the development. The subject plaza consists of a number of parcels that will be developed according to market driven demand.

- On April 2, 2024, the City Council approved modifying Parcel F into three (3) subparcels F1 (Retail/Mixed Use), F2 (Retail Sales or Services) and F3 (Light Industrial).

Approved Master Site Plan



STAFF ANALYSIS

The applicant is requesting site plan approval of a 1.3-acre site for a proposed commercial shopping center to be known as “Westlake Palms” located in Parcel F1 within the Westlake Landings development. The Proposed Commercial Shopping Center use includes the following structures and site improvements:

1. A one story 10,400 sq. ft. building.
2. 520 sq.ft. outdoor seating area.
3. 17,070 sq. ft. green space area.
4. 5,766 sq. ft. of permanent sidewalk and plaza area.
5. Artwork onsite.

The applicant is requesting two (2) Waivers as part of this application:

- Waiver (1) to eliminate two (2) 12' x 35, loading zones requirement from Chapter 8, Article 8.7, Section 8, Table 8-4.

Pursuant to Chapter 8, Article 8.7, Section 8, the required off-street loading facilities may be waived or lessened in whole or part by the Planning and Zoning Director upon recommendation of the City Engineer. Any request for a waiver allowing a reduction in the number of loading spaces, size of loading area, shared use of loading facilities or other terms of this section shall require an applicant to submit a "justification statement" from a licensed professional.

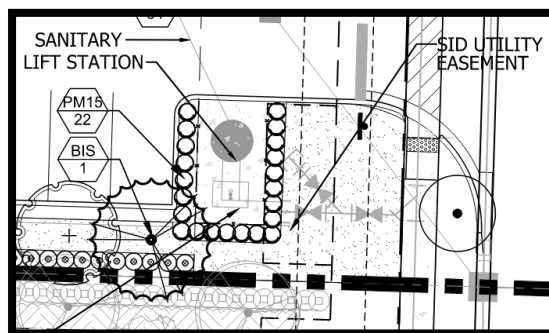
The applicant submitted a Loading Demand Analysis requesting a waiver to eliminate the requirement for two (2) 12' x 35, loading zones. The proposed building is 10,400 SF, Code requires 2 Loading Spaces for buildings 10,001 – 50,000 SF. The Loading Demand Analysis document provides the following justification for the elimination of the loading areas: *"the building's 4-sided architecture does not have a back of house. Its corner location warrants special architectural treatment and consideration. While small restaurants (> 3000 SF) may occur, the tenant mix will not demand significant deliveries other than box trucks (i.e., Fed Ex & UPS). Loading zones are rarely if ever used by these types of services."*

- Waiver (2) to eliminate one (1) terminal landscape island adjacent to a lift station as required in Chapter 4, Section 4.6,A),2).

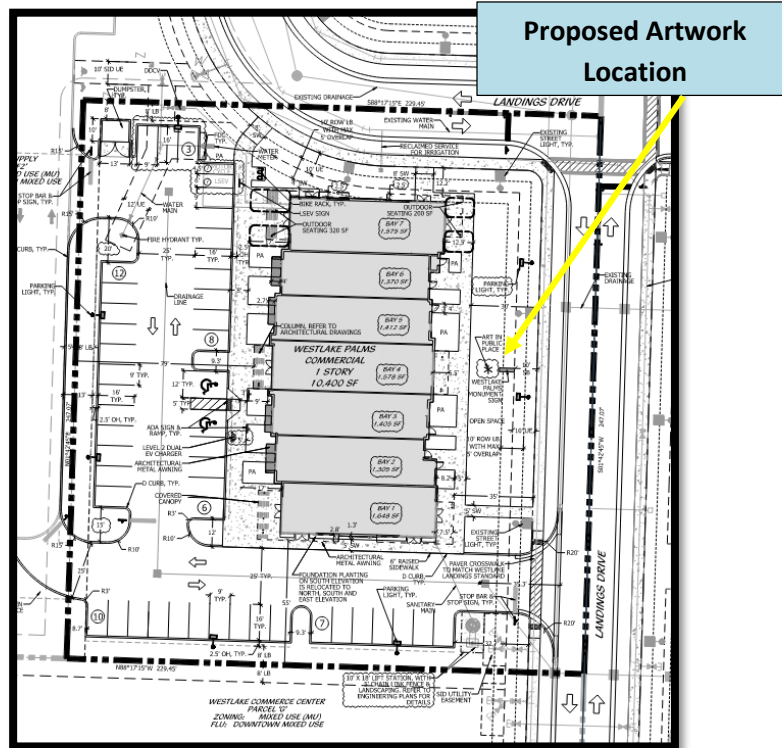
Pursuant to Section 4.26, A), 2). Landscape interior islands are required every 10 consecutive parking spaces. The number of consecutive spaces may be increased to 15 if a divider median, tree diamonds, and or larger terminal islands are incorporated into the parking lot design.

A lift station has been placed adjacent to the other SID utilities in the SE corner of the site, directly next to the parking row area. According to the applicant's justification statement, the lift station at this location creates a more aesthetically pleasing and appropriate design, therefore is requesting a waiver to eliminate the required terminal island. The lift station at this location will be screened from view with landscape material.

Lift Station



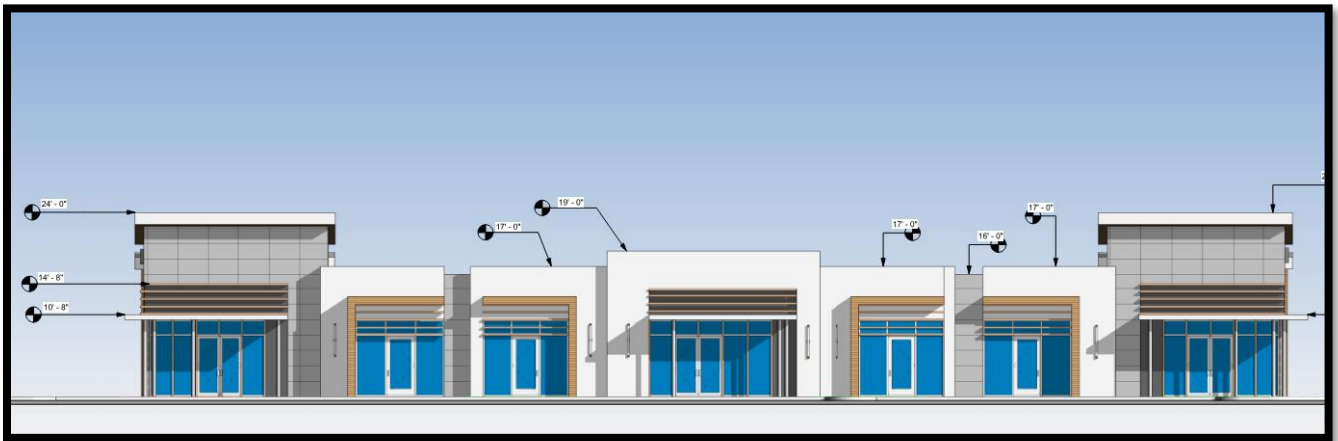
Proposed Site Plan



Proposed Architectural Elevations

The proposed building continues with the design aesthetics goals and vision for the City of Westlake incorporating bays, articulation, materials and color palettes, as shown below. The structure provides various architectural elements and materials such as metal canopies, aluminum trellises and creates multiple breaks and movement in the façade.

West Side



East Side



North Side



South Side



Rendered Elevations



Art in Public Places Program Requirements

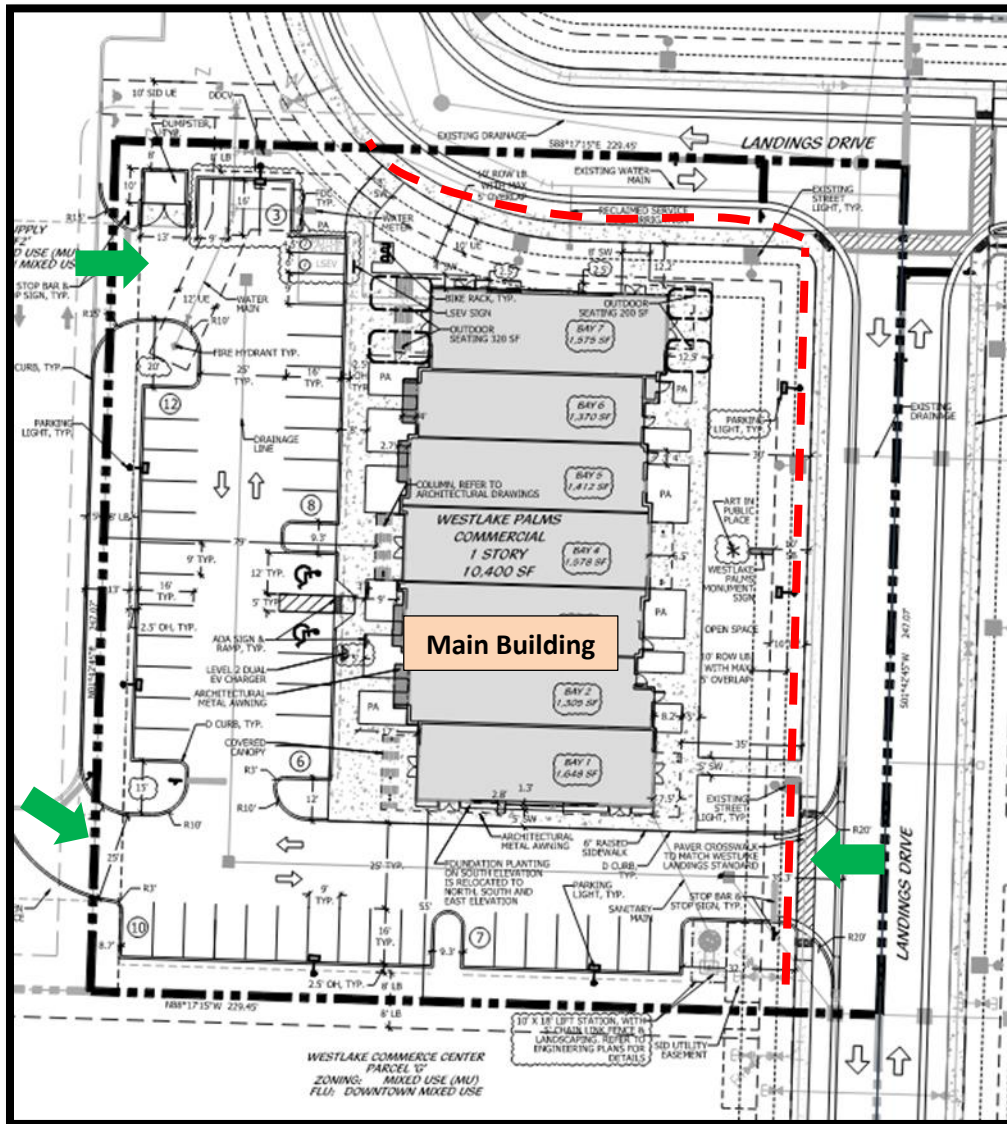
Pursuant to **Article 24.2, Section 4**, of the Art In Public Places (AIPP) Ordinance, non-residential development projects with building construction costs of one million dollars (\$1,000,000.00) or more must either contribute one percent (1%) of the building construction costs of the project as a fee 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 intends to install artwork at this site and will work with a famous local artist (Mark Fuller) on the design.

Per Chapter 24. Article 24.1. *Art or Artwork means all tangible creations by artists exhibiting the highest quality of skill and aesthetic principles, and includes all forms of the visual arts conceived in any medium, material, or combination thereof, including, but not limited to, painting, sculpture, fountains, engraving, carving, frescos, mobiles, murals, collages, mosaics, bas-reliefs, tapestries, photographs, drawings, artist-designed seating, iconic or placemaking architecture, or other functional art pieces and collaborative design projects between architects and/or landscape architects and artists, together with all hard costs and soft costs such as, but not limited to, design, engineering, permitting, artistic fees, lighting, landscaping, or other aesthetic effects or enhancements integrated with the art and approved by the City Planner. The city council shall not consider for approval art objects which are mass-produced in unlimited quantities.*

The Art in Public Places Advisory Board shall review the artwork, and recommend to the City Council the approval, denial, or approval with conditions of the selection and location of the artwork according to the standards of this Ordinance. The City Council will render a decision on the artwork after receiving a recommendation from the Art in Public Places Advisory Board.

Accessways and Connecting Sidewalks

The Westlake Palms development provides three (3) access points to the site, two (2) to the west with the adjacent parcel F2 and one (1) to the East from Landings Drive. The Site also provide a sidewalk connecting with Seminole Pratt Whitney Road and adjacent parcels in the development.



The following table presents compliance with applicable zoning code:

Zoning District: MixedUse	REQUIRED BY CODE	PROPOSED	COMMENTS
Setbacks			
Front (East)	Main Structure: 20'	35'	<i>In compliance</i>
Rear (West)	Main Structure: 10'	97'	<i>In compliance</i>
Side (North) (South)	Main Structure: 10'	East - 35' West - 79'	<i>In compliance</i>
Lot Coverage	Max Lot Coverage: 45%	18%	<i>In compliance</i>
Building Height	120 ft. max	33'	<i>In compliance</i>
Parking	Required parking: 46 (1/225 SF Shopping Center.) Outdoor Seating: 2 (1/225 SF) Total: 48 LSEVS: 1 Loading Space: 2 ADA: 2 EV Charging Stations: 0	Total: 48 LSEVS: 1 Loading Space: 0 (waiver) ADA: 2 EV Charging Stations: 2	<i>In compliance</i>
Sidewalks	Pedestrian walkways must be minimum of 5 ft. wide	5 ft	<i>In compliance</i>
Minimum Pervious / Open Space	Minimum 25%	30.12%	<i>In compliance</i>
Bike Racks	5 Spaces per Building: 5 12% of Required Parking:	5	<i>In compliance</i>

Drainage

According to the submitted drainage statement, “The site is located within the boundaries of the South Florida Water Management District (SFWMD) C-51 basin, Seminole Improvement District (S.I.D.) and the City of Westlake. It is proposed that runoff be directed to on-site inlets and storm sewer and then connected to the Landings Master Drainage System for water quality treatment and attenuation. Legal positive outfall is available via connection to the S.I.D. owned and maintained Master Drainage System which ultimately discharges to the South Florida Water Management District C-51 Canal. The master development has been permitted under SFWMD ERP No. 50-00021-S, Application No. 141120-2. Land use is consistent with the master permit for commercial areas.”

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 and provided no objections.

FINAL REMARKS

SPR-2024-03 will be heard by the City Council on September 3, 2024. 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. Based upon the facts and findings contained herein, the Planning and Zoning and Engineering Department have no objections to the above referenced application approval request. Please see enclosed letter from City Engineer.

1-12-22



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 SITE PLAN REVIEW

CITY COUNCIL MEETING DATE:

The City Council meets on the second Monday of the month at 6:30 p.m., in the Westlake City Council Chambers, located at 4005 Seminole Pratt Whitney Road.

See page 3 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 on the Site Plan Review Application Checklist (see page 4). If not applicable, indicate with N/A.
3. The applicant must be present at scheduled City Council meeting.
4. If project is to be developed in phases, a Master Site Plan Review Application shall be required.

I. PROJECT DESCRIPTION & APPLICANT INFORMATION

PROJECT NAME: SPR-2024-03 Parcel H, Sub-parcel F-1, Westlake Palms

PROJECT ADDRESS: TBD

DESCRIPTION OF PROJECT: 10,400 SF Shopping Center Mixed Use

Estimated Project Cost: TBD

Property Control Number (PCN): A portion of 77-40-43-01-17-000-0021

Section/Township/Range:

Property Owner(s) of Record (Developer) Minto PBLH, LLC

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

Phone No.: 954-973-4460 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 - Westlake Palms LLC (Contract Purchaser)

Address: 1934 Commerce Lane, Suite 1, Jupiter, FL 33458

Phone No.: 561-747-6336 Fax No.: 561-747-1377 E-mail Address: Dhearing@coteleur-hearing.com

***Parcel H, Sub-parcel F-1
“Westlake Palms”
Site Plan Review (SPR-2024-03)***

Justification Statement

May 31, 2024

Revised 06.21.2024

Introduction

The Applicant is pleased to submit this request for the site plan review for a shopping center mixed use building in Westlake Landings (Parcel H, Sub-parcel F-1). Parcel H is located centrally within the TTD on the west side of Seminole Pratt Whitney Road, just north of Seminole Ridge High School.

Background

The original Minto Westlake site is located East and West of Seminole Pratt Whitney Blvd., South of 60th Street North, and North of 50th Street N, East of Mead Hill Drive, and 44th Street North, East of 190th Terrace North and West of 140th Avenue North. Per the adopted Comprehensive Plan, the 3,788.60-acre property has FLUA designations of R1, R2, DTMU, Civic, OS&R and SE Overlay. Portions of the Minto Westlake site have been sold since the adoption of the Comprehensive Plan.

The original Minto Westlake is roughly co-extensive with Seminole Improvement District (SID), a legislatively created special district with the authority to provide public infrastructure and services and to operate district facilities. SID provides drainage, water, and wastewater services for the subject property, and owns a canal right-of-way and/or easement for access and drainage from the subject site running approximately four miles south to the C-51 Canal.

Historic and Recent Planning and Zoning Entitlements

Prior to the City’s incorporation, Palm Beach County issued several Development Orders to Minto permitting development on Minto’s property that is now within the City of Westlake. Specifically, the County approved Resolution 2014-1646 (as later amended by 2014-1892) rezoning the Westlake Property, and Resolutions 2014-1647 and 2014-1648 approving Hotel and College/University as requested uses on the Westlake Property. At that same time, Palm Beach County revised its Comprehensive Plan and Unified Land Development Code (“ULDC”) to facilitate development of the Westlake Property pursuant to Ordinances 2014-030 and 2014-031. At the same time, to address the County’s traffic concurrency requirements related to the approved density and intensity, Minto entered into a Proportionate Fair Share Agreement with Palm Beach County dated October 29, 2014.

Subsequent to incorporation, Minto proceeded with the development of its property pursuant to the County Development Orders and the Interim Code. The City has adopted its own Comprehensive Plan and has implemented land development regulations (“LDRs”). Further, most of the conditions of approval contained in the County development orders have either been completed or are superseded by the City’s Comprehensive Plan, Land Development Regulations and state law. As a result, on December 01, 2021, Minto notified the City of Westlake of its intention to hereinafter proceed under § 163.3167(5) to complete development of its density and intensity vested by the Proportionate Fair Share Agreement and state law, pursuant to the City’s Comprehensive Plan and Land Development Regulations.

(A list of Westlake’s cumulative approved zoning entitlements to date are included, separately, with this submittal).

Subject Request

The Applicant is requesting the site plan approval of a commercial shopping center mixed use site to be known as “Westlake Palms” within Parcel H, “Westlake Landings” to be situated on sub-parcel F-1 on the previously platted Parcel H site. Sub-parcel F-1 consists of 1.30 acres and will contain 10,400 square feet of commercial mixed uses within up to 7 bays of space in the proposed one (1) building.

Architecture Design

The architectural design is intended to be uniquely different while complementing surrounding commercial buildings. The design is considered contemporary with modern design features. Materials such as architectural metal canopies, composite architectural siding, aluminum trellises work together to articulate the building with shade and shadow. The facades are highly articulated with multiple breaks and movement in the façade. Glass storefront creates transparency at the pedestrian level and will encourage activation.

Landscape Design

Landscape design for this site follows Florida Friendly principals and uses drought-tolerant and hardy, low-maintenance species with an emphasis on South Florida natives. Tree species exhibit high wind resistance. The plan follows City of Westlake landscape requirements for commercial use in the MUPD zoning district. A variety of unique ornamental palms are used throughout the foundation planting and common areas, hence the name Westlake Palms. The landscape design has been coordinated with the adjacent properties (Tractor Supply and Westlake Commerce Center). The design also continues the street tree plantings established for Westlake Landings.

Foundation plantings utilize Japanese blueberry trees, garcinia, Montgomery, thatch and old man palms to name a few. The planting design is very intentional to complement the buildings strong contemporary architectural design. The building is designed to engage the

street and sidewalk on the north and east sides of the building thus the traditional perimeter buffer is not proposed on these sides consistent with the provisions and intent of the Westlake Landscape Code. Perimeter buffers are proposed along the south and west boundaries. It should be noted however these buffers exceed code requirements since buffering is provided on the adjacent properties within the same Mixed-Use district. The plantings exceed the minimum code by greater than 20% therefore the project is eligible for a 5% parking reduction.

The building is designed to be four-sided architecture to respect the unique setting of this site. The main visitor entrances will be on the south and west side of the building, facing Tractor Supply, where convenient access to parking is proposed. The building engages the street on the north side and offers potential customers pedestrian access directly from the street. The north face of the building has been strategically designed and serves as a terminated vista for vehicular traffic entering Westlake Landings from Persimmon Boulevard. The east elevation of the building serves as a second front facing the road. A formal Zoysia lawn with flowering Royal Poinciana trees is provided to special setting and to encourage utilization of the outdoor covered patio areas.

To avoid cluttering up the east side of the building and the formal lawn the lift station has been placed in the southeast corner of the site adjacent to other SID utilities. This is the most appropriate location however to accommodate the lift station a landscape waiver is requested to eliminate the requirement for a terminal island at this location. The required tree is relocated to a nearby location.

Westlake Palms

Parcel H is to be known as “Westlake Landings” and is situated west of Seminole Pratt Whitney Road, south of Persimmon Boulevard and north of Seminole Ridge High School. The Final Subdivision Plan was previously approved on July 24, 2019, and on October 28, 2019, Resolution No. 2019-36 approved the Plat for Parcel H. Moving forward, Parcel H will be subdivided by metes and bounds, whereby no additional platting will be necessary.

Parcel H, and therefore, Sub-parcel F-1, have a Mixed-Use zoning designation allowing commercial, retail, industrial uses, and retail sales and services. The site plan for “Westlake Palms” will be processed in accordance with Article 3 “Zoning Districts” of the Westlake Code of Ordinances. The subject site maintains a Land Use designation of Downtown Mixed Use and a Zoning designation of Mixed Use and is subject to site plan review and approval. The proposed mixed use shopping center is considered a permitted use within the Mixed-Use Zoning District. The site development plan will require approval by the Westlake City Council with public notice as required by Article 2, Table 2.3. All of the proposed uses are permitted uses (**P**) within the Mixed Use (**MU**) zoning district as defined by Article 3 Table 3-20 of the City of Westlake Code of

Ordinances. A mixture of uses is anticipated to call Westlake Palms their home. Anticipated uses include local medical services, dentistry, veterinary services, small cafes, retail shoppes and services uses (dry cleaning etc.). The actual uses will be market driven. The project will meet the growing demand for commercial space in Westlake.

Waiver Requests

- 1) Pursuant to code, *Chapter 8. PARKING REGULATIONS, Article 8.7, Section 8. Table 8-4*, the applicant is requesting a waiver to eliminate the requirement for two (2) 12' x 35' loading zones. The proposed building is 10,400 SF, Code requires 1 Loading Space for buildings 10,001 – 50,000 SF.

Unlike the Shoppes at Westlake Landings, the building's 4-sided architecture does not have a back of house. Its corner location warrants special architectural treatment and consideration. While small restaurants (> 3000 SF) may occur the tenant mix will not demand significant deliveries other than box trucks (Fed Ex & UPS). Loading zones are rarely if ever used by these types of services. A loading zone can be accommodated on the east side of the building if that demand arises. Placing a loading zone on the east side of the building will detract for the highly articulated building architecture. In closing, there is room on the site to accommodate a 12 x 35' loading zone (Refer to the attached "Future Loading Zone Exhibit") if ever deemed necessary.

- 2) Pursuant to code, Section 4.26, A), 2):
 - 2) Parking lot landscape interior islands are required every 10 consecutive parking spaces. The number of consecutive spaces may be increased to 15 if a divider median, tree diamonds, and or larger terminal islands are incorporated into the parking lot design. All interior islands shall contain at least one canopy tree, three palm trees, or one specimen palm. On average, each parking space should be within 50 feet of the required canopy tree, specimen palm, or three palm trees.

The lift station has been placed adjacent to other SID utilities in the SE corner of the site, directly next to the parking row in this area. The applicant is requesting a waiver to the required 10 consecutive parking spaces in this row in order to create a more aesthetically pleasing and appropriate design.

The building maintains 4 significant frontages. More than ample room exists to place the lift station on the east side of the building. This, however, will negatively impact the desired aesthetic for this unique corner lot, given that lift stations require a 6' chain link fence and an access drive. The applicant proposes a 4 sided architecturally articulated building with complementing lush foundation plantings along with a formal xoyzia grass lawn on the east side of the building. A lift station in this location will be an eyesore.

The shape of the lot and the unique curve in the road informs the placement of buildings, green space and utilities. The lift station can be screened in the proposed location which is contiguous to the Westlake Commerce Center landscape buffer and open space area. The number of required trees is maintained. The open space and landscaping proposed are substantially in excess of code.

WAIVER TABLE

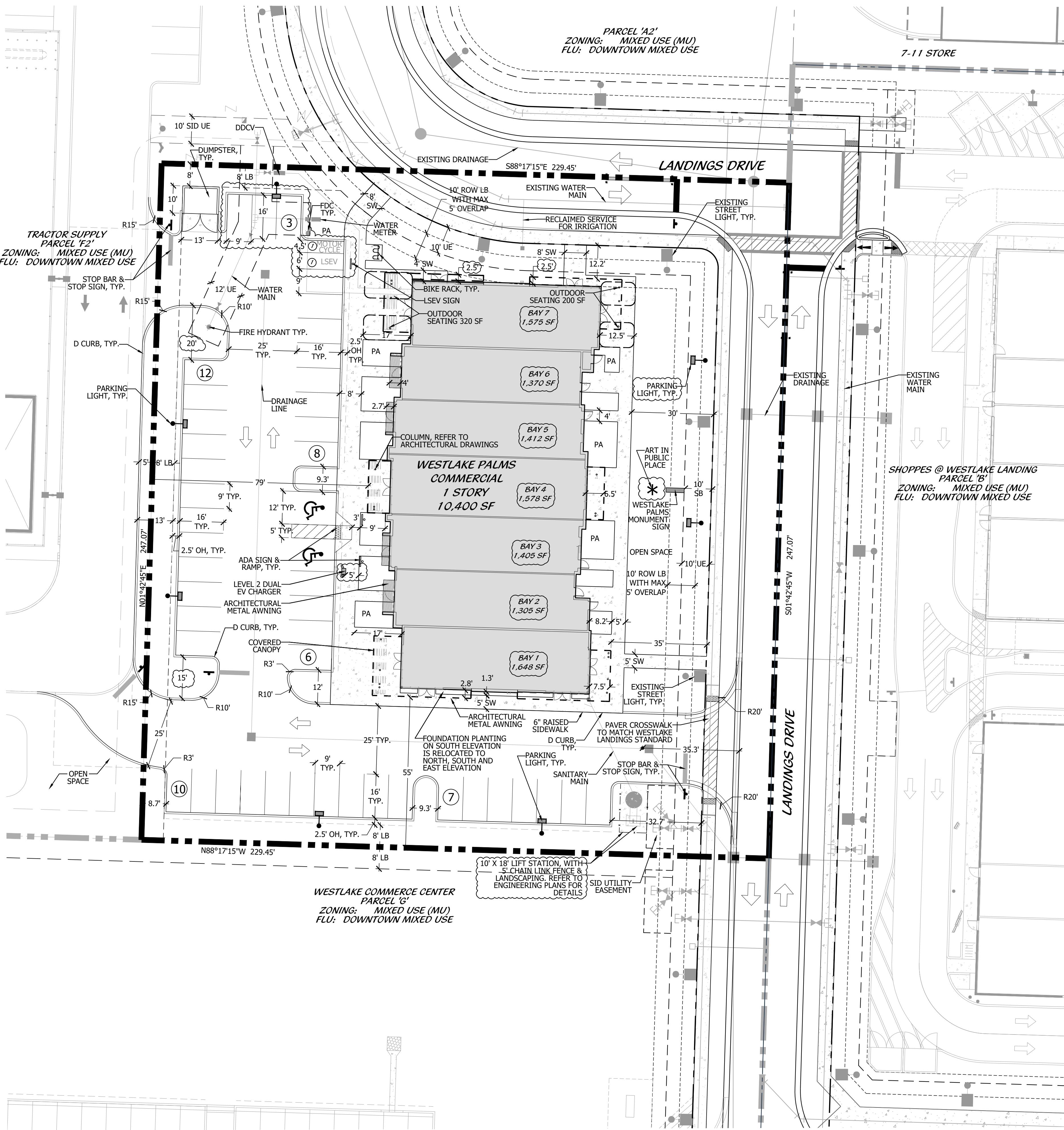
WAIVERS	CODE REQ'MT	DEVIATION
<i>Chapter 8. PARKING REGULATIONS, Article 8.7, Section 8. Table 8-4</i>	2 LOADING SPACES FOR NON-RESIDENTIAL BLDG. 10,001 TO 50,000 SF	NO LOADING SPACES PROVIDED
<i>Chapter 4., Section 4.26, A), 2).</i>	INTERIOR LANDSCAPE ISLANDS REQUIRED EVERY 10 CONSECUTIVE PARKING SPACES	1 TERMINAL LANDSCAPE ISLAND NOT PROVIDED ADJACENT TO LIFT STATION

AIPP

The applicant intends to install art at this site and is currently working with a famous local artist (Mark Fuller) on the design. As such, a master sign plan application will be submitted to the City for review at the appropriate time.

Conclusion

The Applicant is requesting approval of “Westlake Palms” as presented. The Applicant will work closely with Staff to bring this application to completion as quickly as possible. The Applicant and the entire development team are available to answer any questions Staff might have and/or provide necessary information to supplement the information provided in the submittal.



SITE DATA

NAME OF APPLICATION	WESTLAKE PARCEL H-SUB PARCEL F1 - WESTLAKE PALMS		
APPLICATION NUMBER	SPR 2024-03		
PROJECT NUMBER	CH 24-0427		
DEVELOPMENT ORDERS	MPA 2023-04 (APPROVED 4.2.2024)		
FUTURE LAND USE DESIGNATION	DOWNTOWN MIXED USE		
EXISTING ZONING DISTRICT	MIXED USE		
SECTION / TOWNSHIP / RANGE	0 / 43 / 40		
PROPERTY CONTROL NUMBER(S)	77-40-43-01-17-000-0021		
PROPERTY ADDRESS	4631 SEMINOLE PRATT WHITNEY ROAD		
EXISTING USE	VACANT PARCEL		
APPROVED USE	COMMERCIAL (*NOTE 2)		
PROPOSED USE	COMMERCIAL		
BUILDING HEIGHT	1 STORY 33'		
SITE DATA			
TOTAL SITE AREA	SF AC. %		
56,691	1,301	100	
TOTAL BUILDING LOT COVERAGE	11,956	0.27	21% *NOTE 3
TOTAL RENTABLE BUILDING AREA	10,400		

BUILDING DATA	SF
BAY 1 - SHOPPING CENTER MIXED USE	1,648
BAY 2 - SHOPPING CENTER MIXED USE	1,305
BAY 3 - SHOPPING CENTER MIXED USE	1,405
BAY 4 - SHOPPING CENTER MIXED USE	1,578
BAY 5 - SHOPPING CENTER MIXED USE	1,412
BAY 6 - SHOPPING CENTER MIXED USE	1,370
BAY 7 - SHOPPING CENTER MIXED USE	1,575
MECHANICAL EQUIPMENT ROOMS	107
TOTAL	10,400

PARKING DATA	REQ	PROV
SHOPPING CENTER - MIXED USE (1/225)	46	2
OUTDOOR SEATING (520 SF @ 1 PER 225 SF) *NOTE 6	2	
TOTAL	48	48 (INCLUDES LSEV & MOTOR CYCLES)
STANDARD PARKING SPACES	44	
ADA PARKING SPACES	2	2
LOW SPEED ELECTRIC VEHICLES SPACES	1	1
MOTOR CYCLE	1	
LOADING (12' x 35')	2	0 (WAIVER REQUESTED)

AREA CALCULATIONS	SF	AC.	%
BUILDING FOOTPRINT	10,400	0.24	18.35%
VEHICULAR USE AREA	23,455	0.54	41.37%
SIDEWALKS & PLAZAS	5,766	0.13	10.17%
GREEN SPACE / PERVIOUS	17,070	0.39	30.12%
TOTAL	56,691	1.30	100.0%

SITE AMENITIES	REQ	PROV
BIKE RACK (5 SPACES)	5	5
HIGH SPEED ELECTRIC VEHICLE CHARGING STATIONS	2	2

- NOTE: SITE PLAN BASED ON SURVEY SIGNED AND SEALED BY GEOPPOINT INC.
- NOTE: USES APPROVED PER FUD MPA 2023-04.
- NOTE: ALL CANOPIES AND ROOF OVERHANGS EXCEEDING 30' ARE INCLUDED IN THE BUILDING LOT COVER CALCULATIONS.
- NOTE: TENANT BAY SIZE AND CONFIGURATION ARE CONCEPTUAL AND MAY BE COMBINED AND/OR RECONFIGURED.
- NOTE: SIDEWALKS CONTIGUOUS TO PARCELS F1 ALONG NORTHSOUTH & EASTWEST DRIVE SHALL BE CONSTRUCTED WITH THE DEVELOPMENT PLAN.
- NOTE: RESTAURANTS LESS THAN 3,000 SF ARE PARKED AT THE SHOPPING CENTER MIXED USE RATE.
- NOTE: PURSUANT TO CODE, CHAPTER 8 PARKING REGULATIONS, ARTICLES 8.7, SECTION 8.7, THE APPLICANT IS REQUESTING A WAIVER TO EXEMPT THE REQUIREMENT FOR A 12' X 35' LOADING ZONE.
- NOTE: PURSUANT TO CODE, SECTION 8.26, A1, 2), THE APPLICANT IS REQUESTING A WAIVER TO THE REQUIRED 10 CONSECUTIVE PARKING SPACES WITHIN ONE OF THE INTERIOR PARKING LANDSCAPE ISLANDS.

PDR CHART

TABLE 3-12: MU District Non-Residential Standards							
Non-Residential Use Type	Minimum Parcel Size (Square Feet)	Minimum Front Setback (Feet)	Minimum Side Setback (Feet)	Minimum Rear Setback (Feet)	Minimum Building Separation (Feet)	Maximum Lot Coverage	Minimum PerVIOUS Percentage of Parcel
Commercial Uses	20	10	10	10	20	45%	25%

1. Buildings separated from residential zoning districts by a road or canal are not considered adjacent to residential zoning districts.

SETBACK CHART

	REQUIRED	PROVIDED
FRONT	20'	35'
SIDE NORTH	10'	12'
SIDE SOUTH	10'	55'
REAR WEST	10'	79'

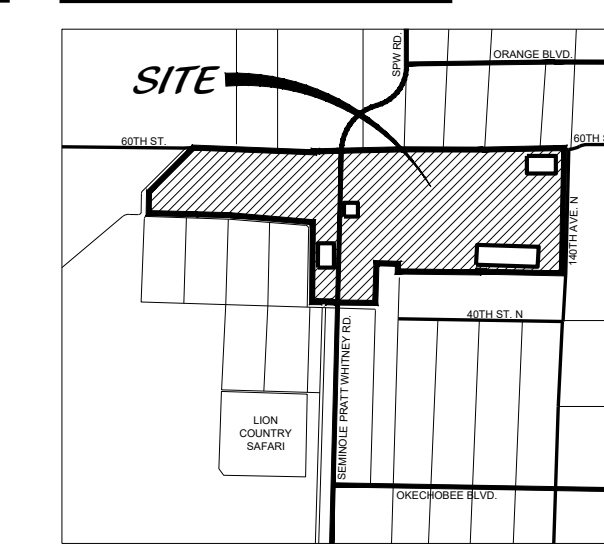
LEGEND

ADA	AMERICANS WITH DISABILITIES	○	ADA SIGN
LB	LANDSCAPE BUFFER	■	STOP SIGN
DE	DRAINAGE EASEMENT	■	DO NOT ENTER
R	RADIUS	○	GREASE TRAP
OH	OVER HANG	○	TRANSFORMER
SB	SETBACK	○	
SW	SIDEWALK	○	
EV	ELECTRIC VEHICLE	○	
TYP	TYPICAL	○	
LSEV	LOW SPEED ELECTRIC VEHICLE	○	
ELEC TRANS	ELECTRONIC TRANSFORMER	○	

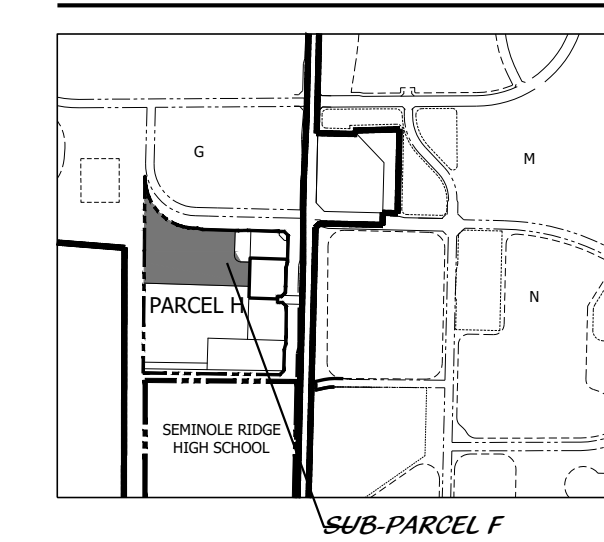
LEGAL DESCRIPTION

DESCRIPTION:
BEING A PORTION OF LOT 2, WESTLAKE - POD H, AS RECORDED IN PLAT BOOK 129, PAGES 135 THROUGH 137, INCLUSIVE, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, LYING IN A PORTION OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
COMMENCE AT THE SOUTHWEST CORNER OF LOT 1, WESTLAKE - POD H, AS RECORDED IN PLAT BOOK 129, PAGES 135 THROUGH 137, INCLUSIVE, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE S.01°42'45"W., ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 1, A DISTANCE OF 43.18 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE S.01°42'45"W., ALONG SAID SOUTHERLY EXTENSION LINE, A DISTANCE OF 247.07 FEET TO A POINT ON THE NORTH LINE OF PARCEL "G", AS RECORDED IN OFFICIAL RECORDS BOOK 33535, PAGE 117, OF SAID PUBLIC RECORDS; THENCE N.88°17'15"W., ALONG SAID NORTH LINE OF PARCEL "G", A DISTANCE OF 229.45 FEET; THENCE N.01°42'45"E., DEPARTING SAID NORTH LINE OF PARCEL "G", A DISTANCE OF 247.07 FEET; THENCE S.88°17'15"E., A DISTANCE OF 229.45 FEET TO THE POINT OF BEGINNING.
CONTAINING: 56,691 SQUARE FEET OR 1.301 ACRES, MORE OR LESS.

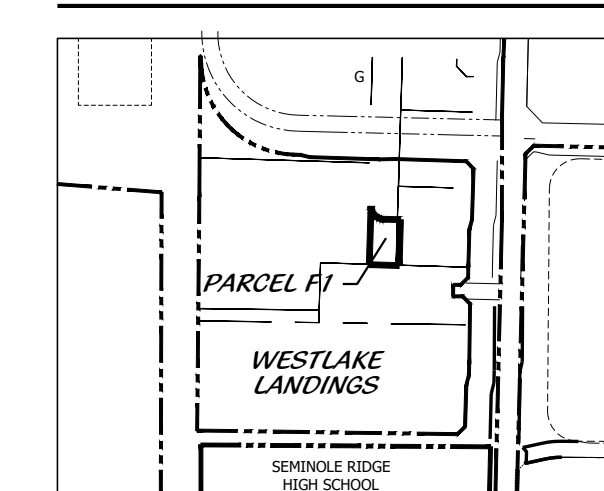
LOCATION MAP



KEY MAP



KEY MAP - PARCEL F1

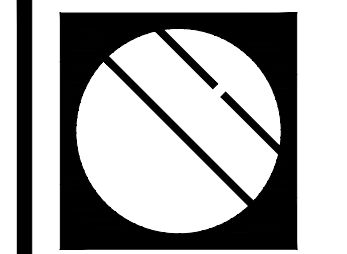


WAIVER TABLE

WAIVERS	CODE REQ'MT	DEVIATION
Chapter 8, PARKING REGULATIONS, Article 8.7, Section 8, Table 8-4	2 LOADING SPACES FOR NON-RESIDENTIAL BLDGS. 10,001 TO 50,000 SF	NO LOADING SPACES PROVIDED
Chapter 4, Section 4.26, A1, 2)	INTERIOR LANDSCAPE ISLANDS REQUIRED EVERY 10 CONSECUTIVE PARKING SPACES	1 TERMINAL LANDSCAPE ISLAND NOT PROVIDED ADJACENT TO LIFT STATION

PROJECT TEAM

PROPERTY OWNER: COTLEUR & HEARING 1934 COMMERCE LANE, SUITE 1 JUPITER, FL 33458 PHONE : 561-747-6336	CIVIL ENGINEER: SIMMONS & WHITE 2581 METRO CENTRE BLVD, SUITE 3 WEST PALM BEACH, FLORIDA 33407 PHONE: 561-478-7848
SITE PLANNER/LANDSCAPE ARCHITECT: COTLEUR & HEARING 1934 COMMERCE LANE, SUITE 1 JUPITER, FL 33458 PHONE : 561-747-6336	SURVEYOR: GEOPPOINT SURVEYING, INC 4152 WEST BLUE HERON BLVD, SUITE 105 RIVIERA BEACH, FLORIDA 33404 PHONE: 561-444-2720
ARCHITECT: CURRIE SOWARDS AGUILA ARCHITECTS 185 NE 4TH AVENUE, SUITE 101 DELRAY BEACH, FL 33483 PHONE: 561-276-4951	TRAFFIC ENGINEER: PINDER TROUTMAN CONSULTING, INC. 2005 VISTA PARKWAY, SUITE 111 WEST PALM BEACH, FL 33411-6700 PHONE: 561-296-9698

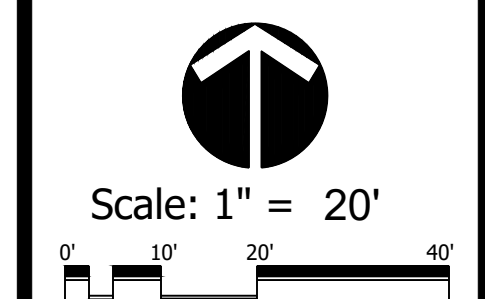


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WESTLAKE LANDINGS
WESTLAKE PALMS
WESTLAKE, FL

Digitally signed by Donaldson E Hearing: A01098 00015D8A13286A 2861



DESIGNED	DEH
DRAWN	RNK
APPROVED	DEH
JOB NUMBER	24-0427
DATE	05-30-24
REVISIONS	06-20-24

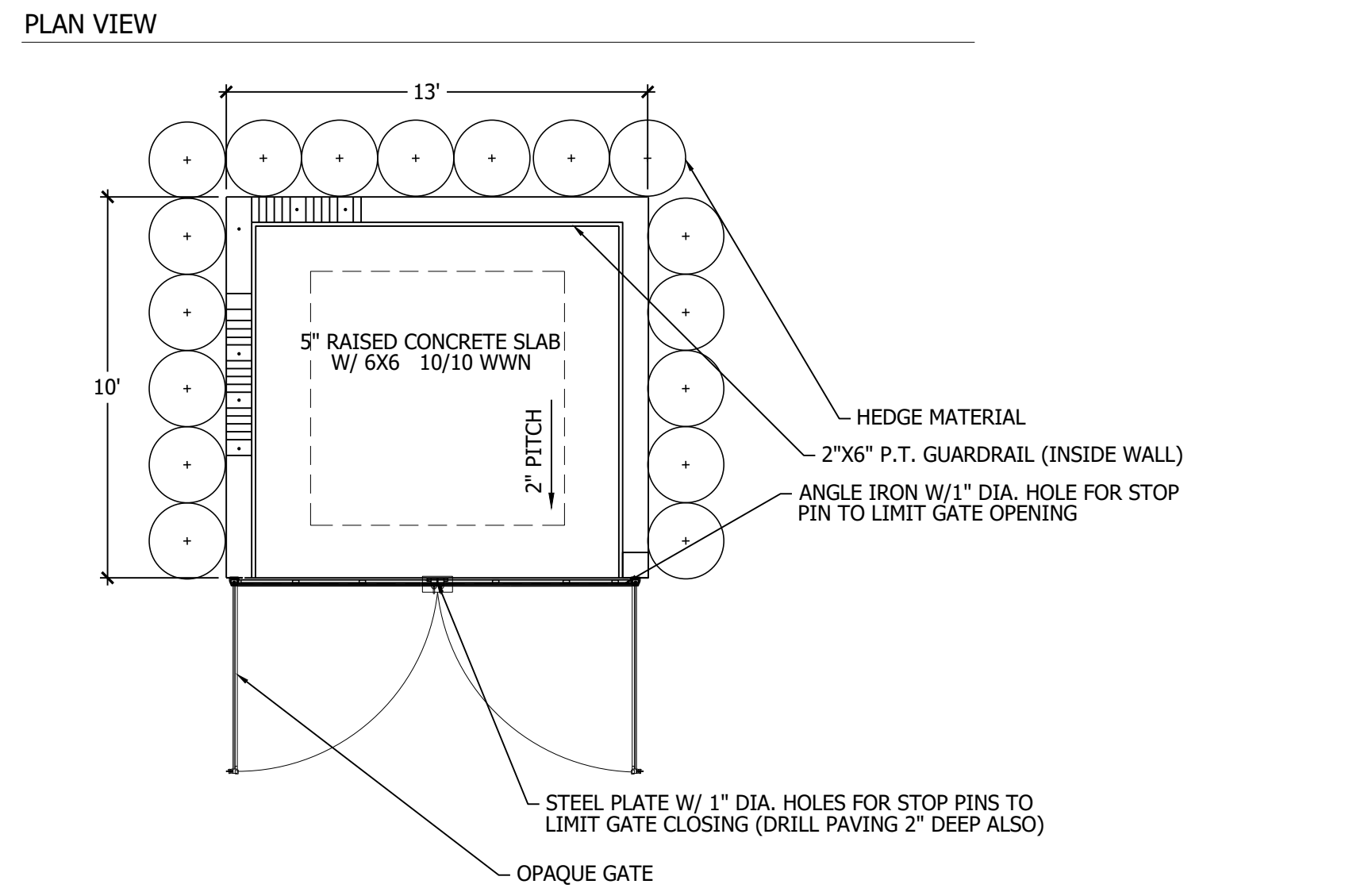
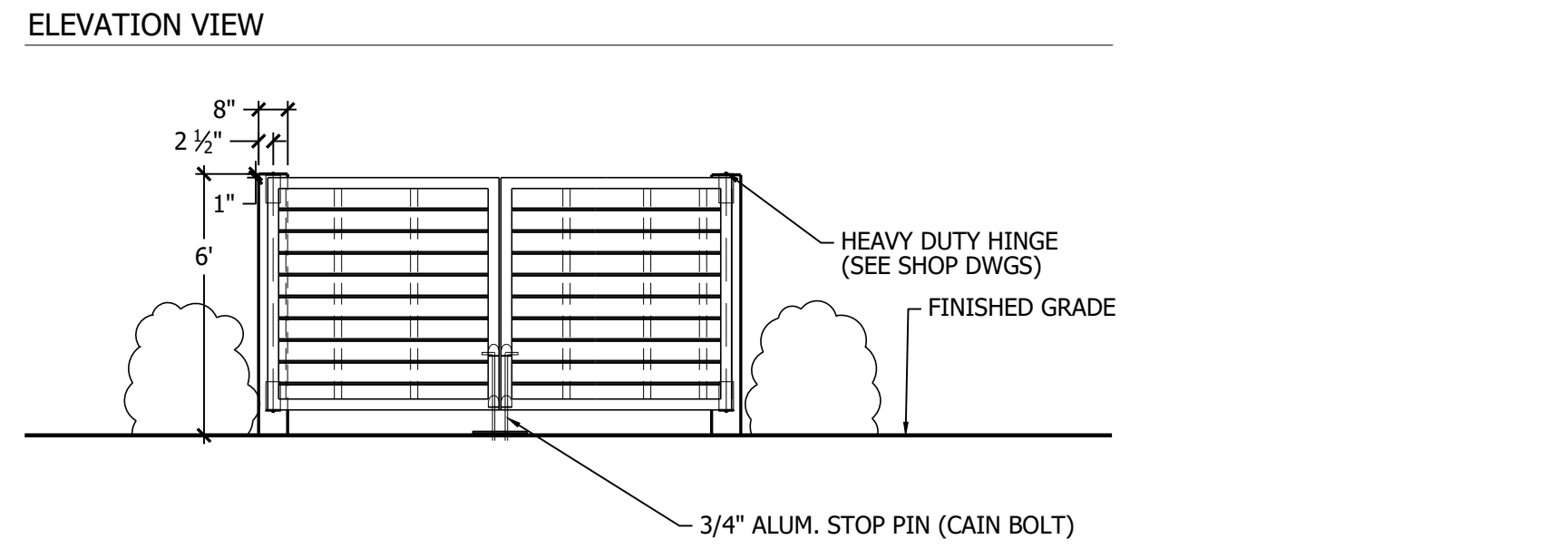
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SHEET 1 OF 2

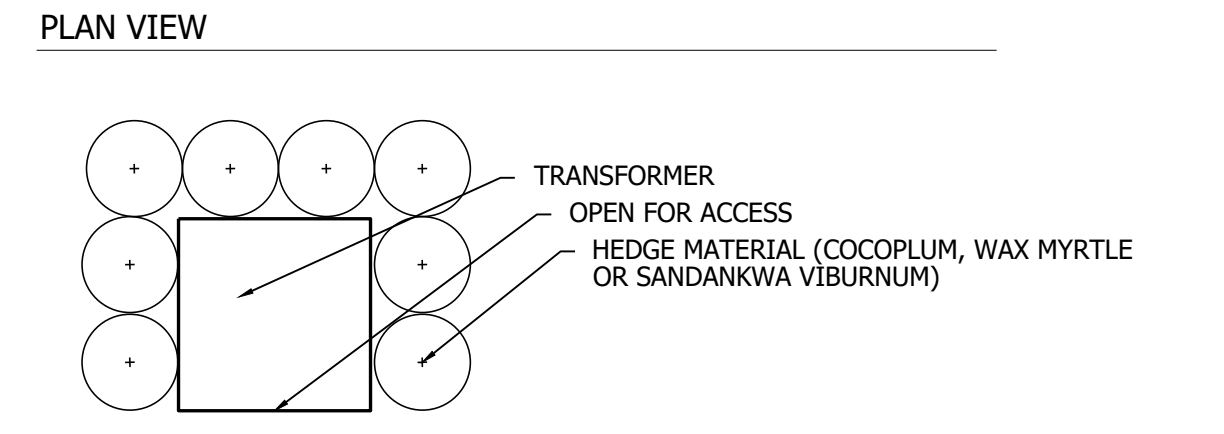
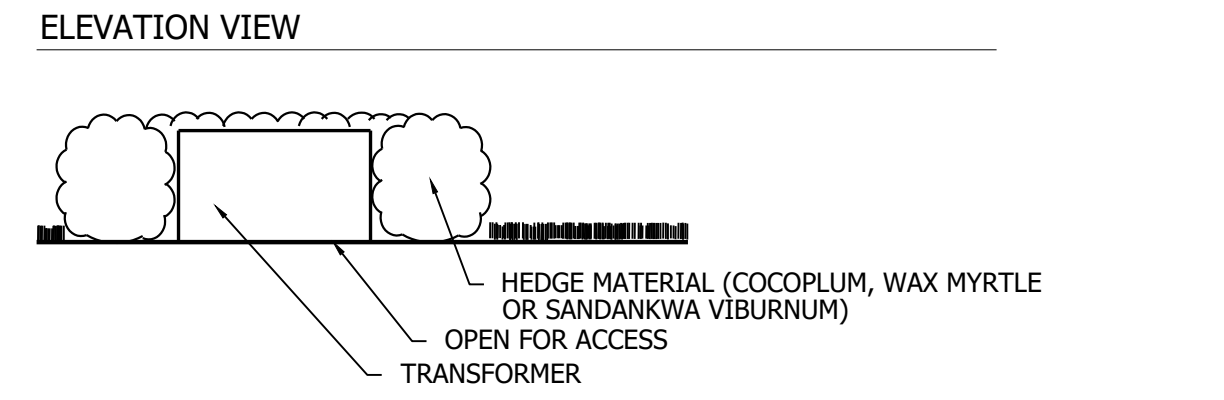
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Site Plan

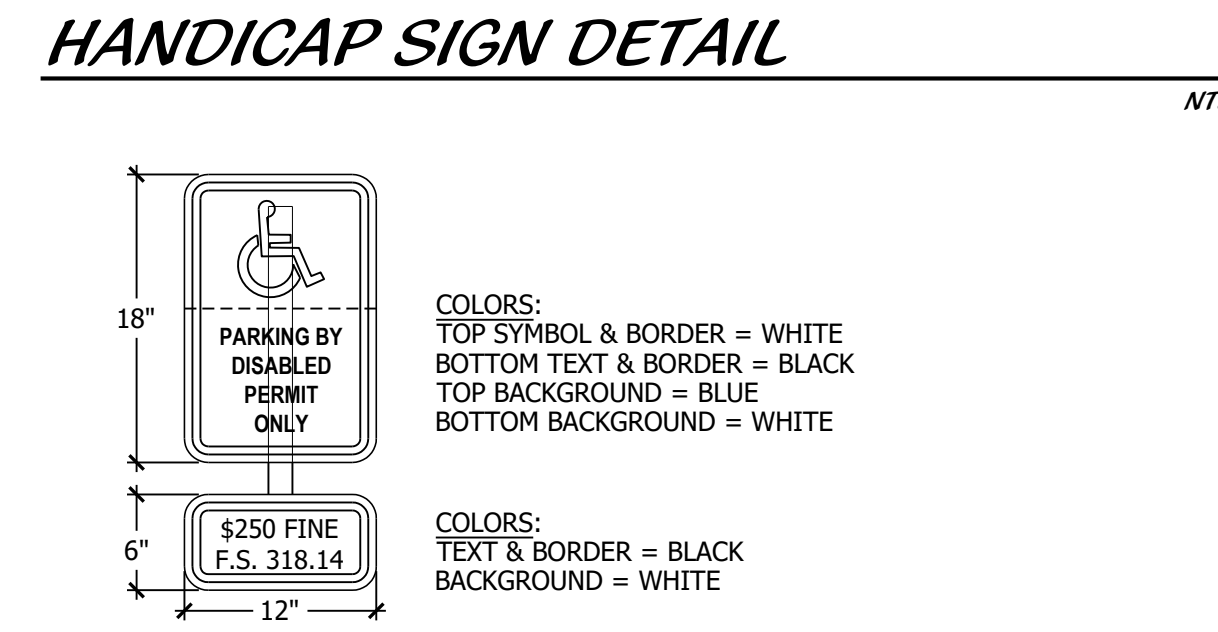
DUMPSTER DETAIL



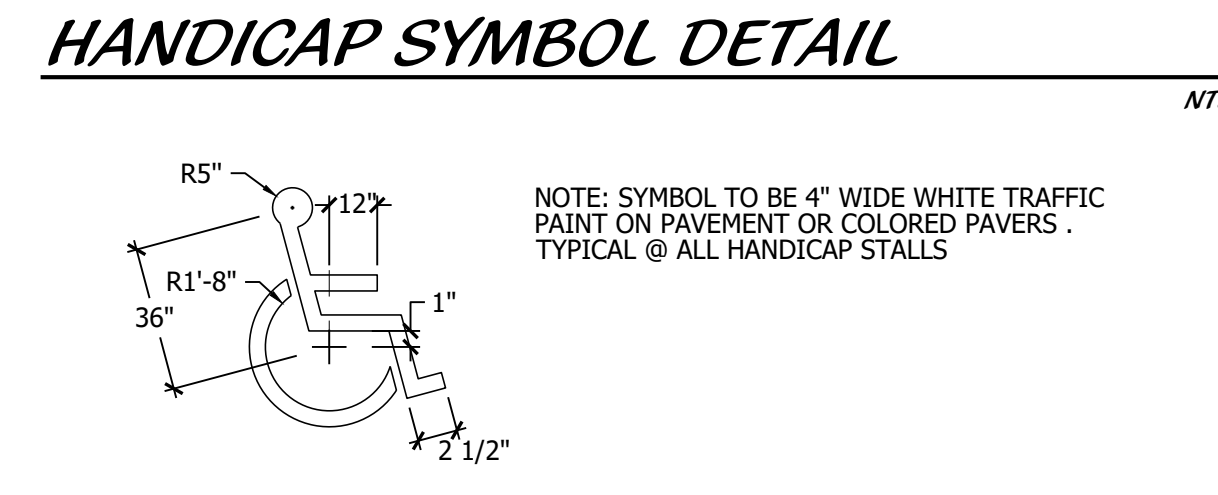
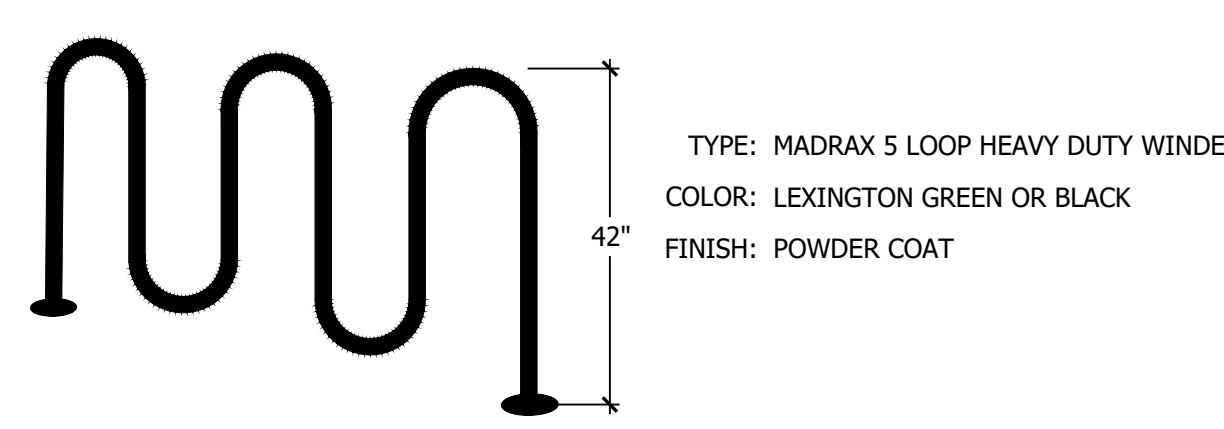
TRANSFORMER DETAIL



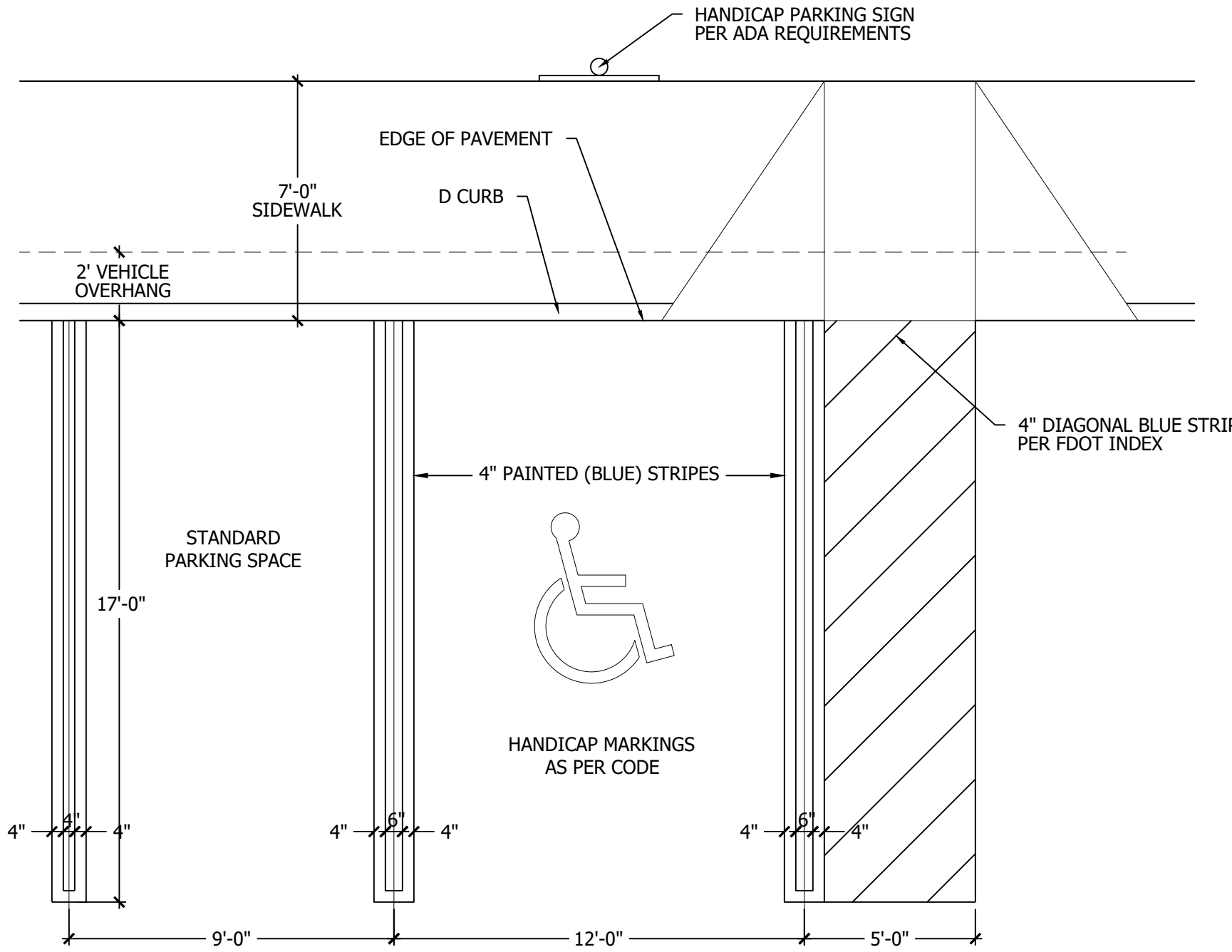
D CURB DETAIL



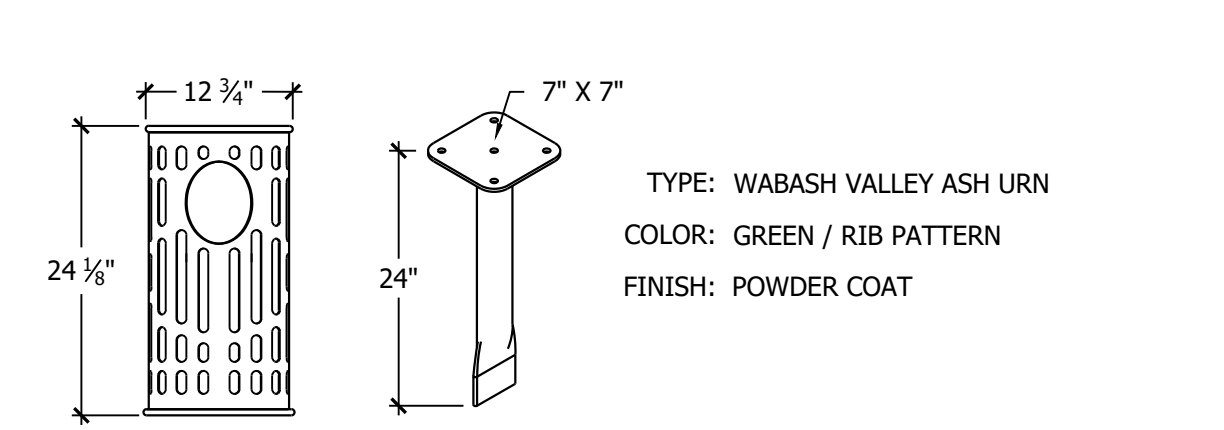
BIKE RACK DETAIL



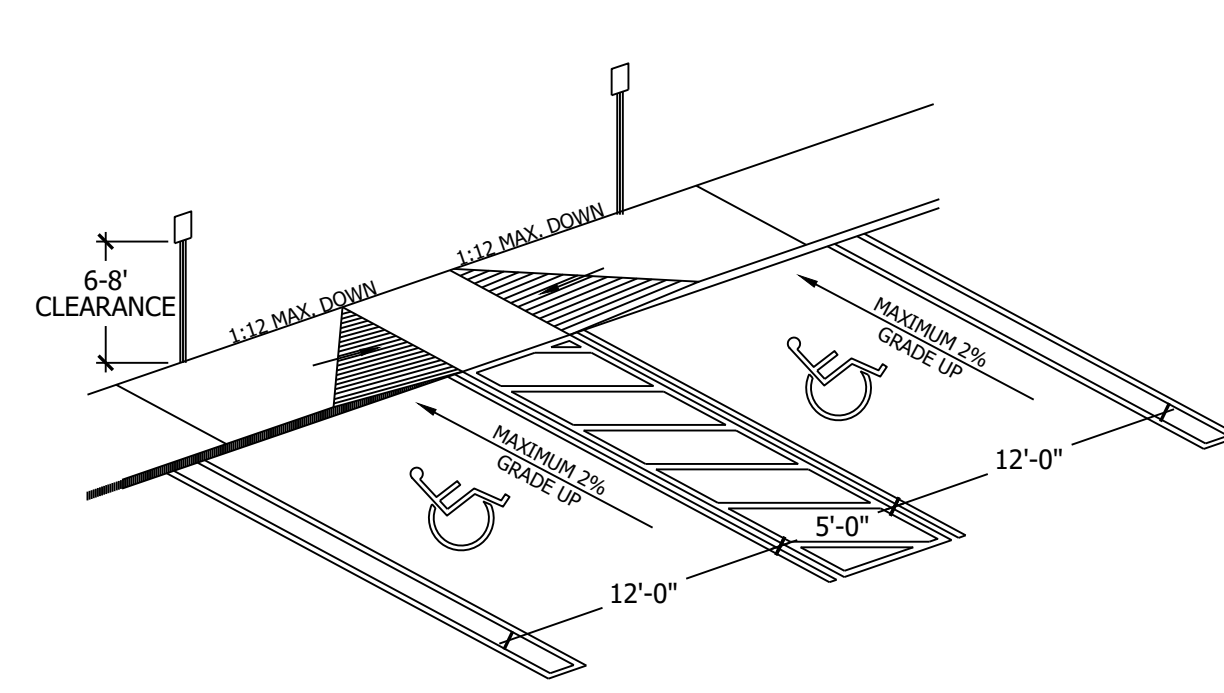
STANDARD AND HANDICAP PARKING DETAIL



TRASH CAN DETAIL



HANDICAP RAMP DETAIL



NOTE: IN THIS APPLICATION RAMPS CAN BE SEPARATED AND SIDEWALK CAN BE FLUSH ACROSS ALL HC SPACES

NOTE: HCR#3-MOD MEANS ONLY 1 RAMP BUILT TO REQUIRED SIDE OF SIDEWALK. OR RAMPS SEP. TO ENDS OF HC SPACES

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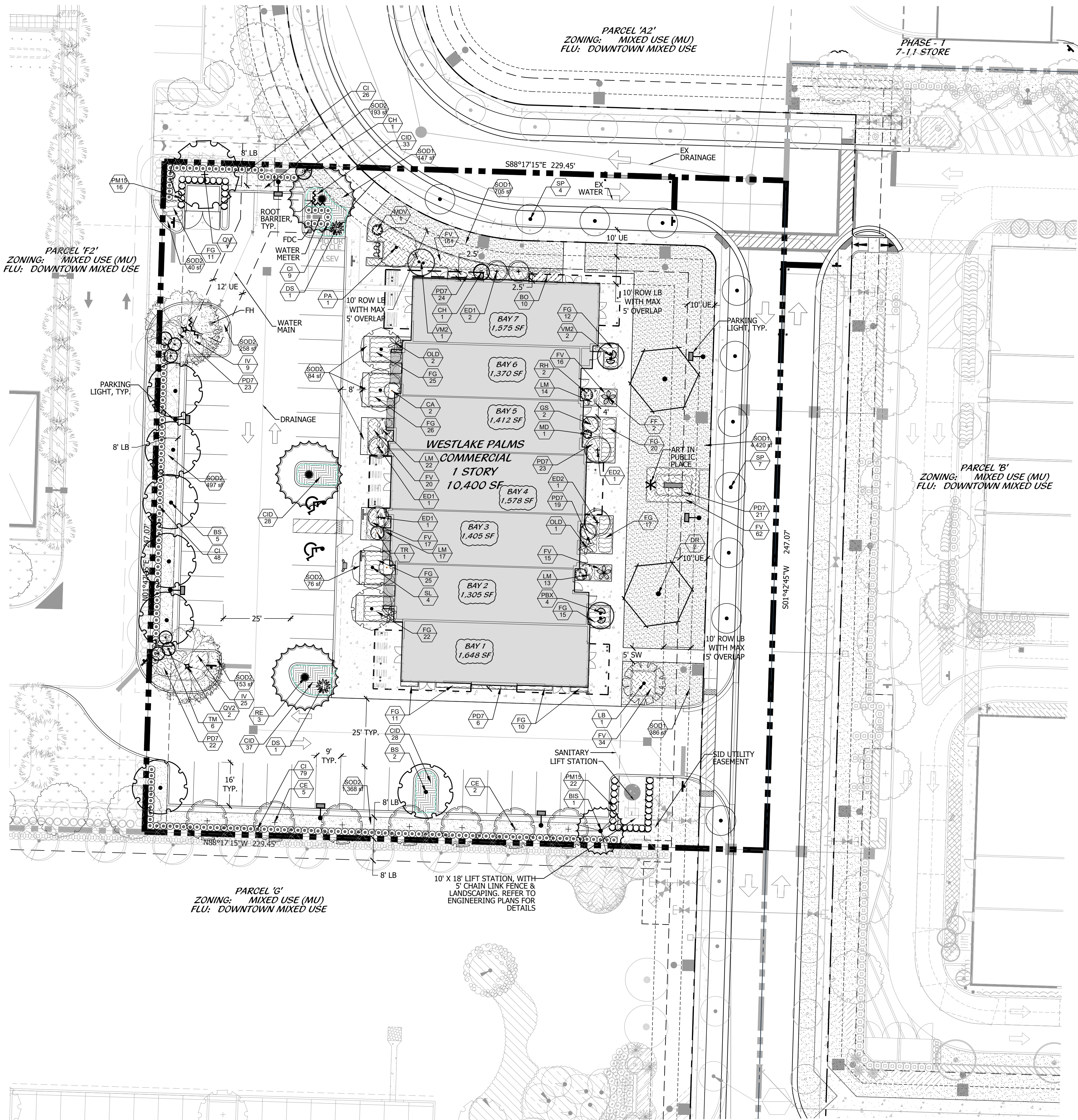
WESTLAKE LANDINGS
WESTLAKE PALMS
WESTLAKE, FL

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APPROVED	DEH
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Drawing: 24-0427_SP.DWG

Site Details



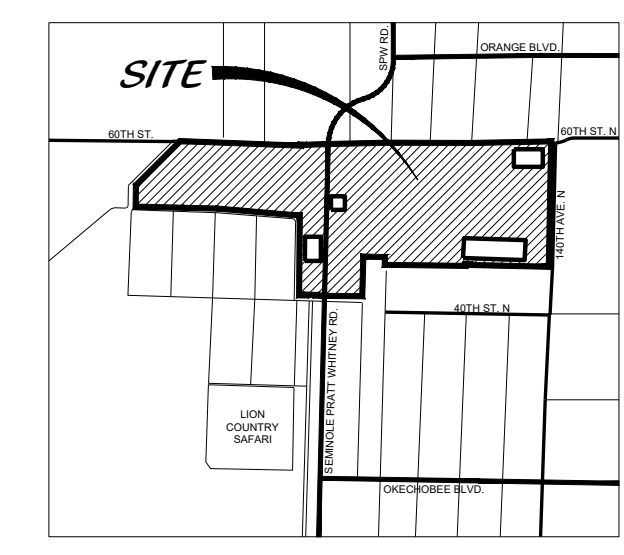
LANDSCAPE DATA

AREA CALCULATIONS	S.F.	AC.	%
BUILDING FOOTPRINT	10400.00	0.239	18.35%
VEHICULAR USE AREA	23455.00	0.538	41.37%
SIDEWALKS & PLAZAS	5766.48	0.132	10.17%
LANDSCAPE BUFFER AREA	6318.93	0.145	11.15%
FOUNDATION PLANTING AREA	922.83	0.021	1.63%
INTERIOR LANDSCAPE AREA	9827.76	0.226	17.34%
TOTAL SITE AREA	56,691	1.30	100.00%

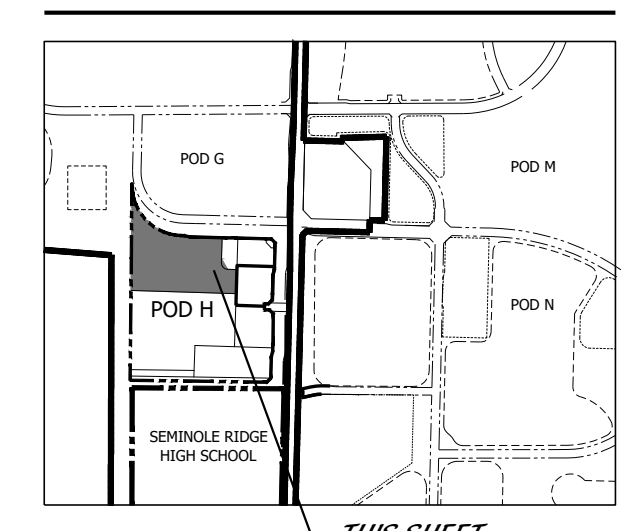
CATEGORY	CODE	REQ.	PROV.
INTERIOR LANDSCAPE (SECTION 4. TABLE 4-3)			
TOTAL TREES FOR GROSS SITE AREA	1/3000 SF	19	19
TOTAL SHRUBS FOR GROSS SITE AREA	3/1250 SF	136	195
FOUNDATION PLANTING: FRONT FAÇADE - 149 LF (SECTION 4.15)			
TREES - (1/20 LF OF 40% FAÇADE LENGTH)	1/20 OF 60 LF	3	3
SHRUBS - (8' WIDTH PLANTING AREA FOR 40% FAÇADE LENGTH)	1/10 OF 477 SF	88	88
FOUNDATION PLANTING - SIDE FAÇADES - 285 LF (SECTION 4.16)			
TREES - (1/20 LF OF 40% FAÇADE LENGTH)	1/20 OF 114 LF	6	6
SHRUBS - (5' WIDTH PLANTING AREA FOR 40% FAÇADE LENGTH)	1/10 OF 912 SF	91	91
NORTH - 203 LF (SECTION 4.13)			
TREES *	1/25 LF	8	2
CONTINUOUS HEDGE	3' HT.	YES	YES
SOUTH - 220 LF (SECTION 4.13)			
TREES	1/25 LF	8	8
CONTINUOUS HEDGE	3' HT.	YES	YES
WEST BUFFER - 200 LF (SECTION 4.13)			
TREES	1/25 LF	8	8
CONTINUOUS HEDGE	3' HT.	YES	YES
TREE SPECIES MIX (SECTION 4.12)			
MIN. NO. OF TREE SPECIES	23	6	9
PLANT SPECIES (SECTION 4.12)			
NATIVE TREE SPECIES	60% OF REQ. MIN.	11	15
NATIVE SHRUB SPECIES	60% OF REQ. MIN.	82	162

* NOTE: NORTH AND EAST BUFFER LANDSCAPE REQUIREMENTS ARE SATISFIED BY EXISTING LANDSCAPE BUFFER.
 ** CANOPY TREE SUBSTITUTE IS 3:1 RATIO. EXCEPTION FOR ROYAL, BISMARCK, PHOENIX, AND CANARY. (7.D.28) [ORD. 2018-002]
 NOTE: A MINIMUM OF 3' OF LANDSCAPE SHALL BE PROVIDED SURROUNDING ALL GROUND MOUNTED SIGNS

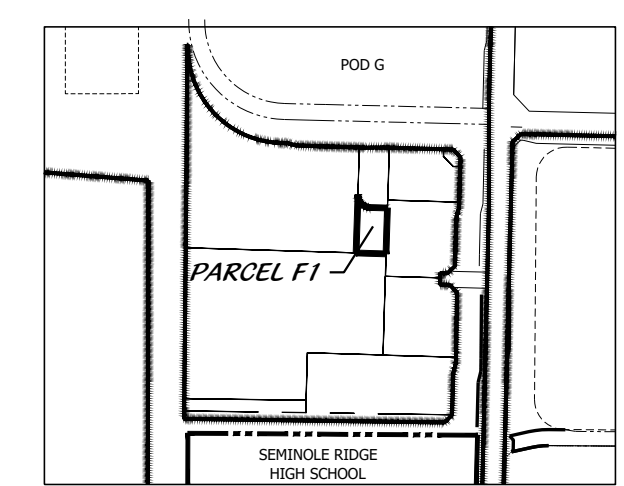
LOCATION MAP



KEY MAP



KEY MAP - PARCEL F1



LEGEND

ADA	AMERICANS WITH DISABILITIES	○	ADA SIGN
LB	LANDSCAPE BUFFER	+	STOP SIGN
DE	DRAINAGE EASEMENT	+	DO NOT ENTER
R	RADIUS	○	GREASE TRAP
OH	OVER HANG	○	TRANSFORMER
SB	SETBACK		
SW	SIDEWALK		
EV	ELECTRIC VEHICLE		
TYP	TYPICAL		
LSEV	LOW SPEED ELECTRIC VEHICLE		
ELEC TRANS	ELECTRONIC TRANSFORMER		

PROJECT TEAM

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 WESTLAKE, FL

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DESIGNED	DEH
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APPROVED	DEH
JOB NUMBER	24-0427
DATE	05-30-24
REVISIONS	06-20-24

Scale: 1" = 20'

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Landscape Plan

LANDSCAPE SPECIFICATIONS

1. GENERAL LANDSCAPE REQUIREMENTS

LANDSCAPE CONTRACT WORK INCLUDES, BUT IS NOT LIMITED TO, SOIL PREPARATION, FINE OR FINISH GRADING, FURNISHING AND INSTALLING PLANT MATERIAL, WATERING, STAKING, CUTTING AND MULCHING.

PLANT SIZE AND QUALITY

TREES, PALMS, SHRUBS, GROUNDCOVERS:

PLANT SPECIES AND SIZES SHALL CONFORM TO THOSE INDICATED ON THE DRAWINGS. NOMENCLATURE SHALL CONFORM TO STANDARD PLANT NAMES 1942 EDITION, ALL NURSERY STOCK SHALL BE IN ACCORDANCE WITH GRADES AND STANDARDS FOR NURSERY PLANTS PARTS I & II, LATEST EDITION PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, UNLESS SPECIFIED OTHERWISE. ALL PLANTS SHALL BE FLORIDA GRADE NUMBER 1 OR BETTER AS DETERMINED BY THE FLORIDA DIVISION OF PLANT INDUSTRY. TIGHTLY KNIT PLANT, SO TRAINED OR FAVORED IN ITS DEVELOPMENT THAT FIRST APPEARANCE IS UNQUESTIONABLE AND IT IS OUTSTANDINGLY SUPERIOR IN FORM, NUMBER OF BRANCHES, COMPACTNESS AND SYMMETRY. ALL PLANTS SHALL BE FRESHLY DUG, SOUND, HEALTHY, VIGOROUS, WELL BRANCHED AND FREE OF DISEASE AND INSECT EGGS AND NARVAE AND SHALL HAVE ADEQUATE ROOT SYSTEMS. TREES AND PALMS FOR PLANTING ROWS SHALL BE UNIFORM IN SIZE AND SHAPE. ALL MATERIALS SHALL BE SUBJECT TO APPROVAL BY THE LANDSCAPE ARCHITECT. THE PLANTS FURNISHED SHALL BE NORMAL FOR THE VARIETY AND FLORIDA NUMBER 1.

ALL CONTAINER GROWN MATERIAL SHALL BE HEALTHY, VIGOROUS, WELL-ROOTED PLANTS AND ESTABLISHED IN THE CONTAINER IN WHICH THEY ARE SOLD. THE PLANTS SHALL HAVE TOPS OF GOOD QUALITY AND BE IN A HEALTHY GROWING CONDITION.

AN ESTABLISHED CONTAINER GROWN PLANT SHALL BE TRANSLANTED INTO A CONTAINER AND GROWN IN THAT CONTAINER SUFFICIENTLY LONG ENOUGH FOR THE NEW FIBROUS ROOTS TO HAVE DEVELOPED SO THAT THE ROOT MASS WILL RETAIN ITS SHAPE AND HOLD TOGETHER WHEN REMOVED FROM THE CONTAINER.

STANDARD PLANTING MIXTURE SHALL BE ONE (1) PART RECYCLED ORGANIC MATERIAL ADDED TO THREE (3) PARTS EXISTING NATIVE SOIL.

REPLACEMENT SOIL SHALL BE USED AS SPECIFIED TO REPLACE EXISTING SOILS THAT ARE DETERMINED BY THE LANDSCAPE ARCHITECT TO BE UNSUITABLE FOR PLANTING, I.E. ROAD BASE, PAVEMENT, ETC. REPLACEMENT SOIL MIX SHALL CONTAIN 60% SAND AND 40% MUCK. SAND SHALL BE 100% CLEAN NATIVE SAND SCREENED TO 1/4" AND MUCK SHALL BE 100% CLEAN ORGANIC NATIVE MUCK SCREENED TO 1/2". ALL SOIL SHALL BE MIXED PRIOR TO DELIVERY ON SITE.

MULCH SHALL BE COCO BROWN DYED B GRADE MULCH. ALL MULCH IS TO BE APPLIED TO A DEPTH OF 3", EXCEPT AS WITHIN 6" OF PLANT STEMS. FERTILIZER IN BACKFILL MIXTURE FOR ALL PLANTS SHALL CONSIST OF MILORGANITE ACTIVATED SLUGGIC MIXED WITH THE BACKFILL AT A RATE OF NOT LESS THAN 50 LBS. PER CUBIC YARD.

FERTILIZER FOR TREES AND SHRUBS SHALL UTILIZE AN 8-2-12+4 ANALYSIS, PLUS MICRO NUTRIENTS. 100 PERCENT OF THE (N) NITROGEN, (K) POTASSIUM, (MG) MAGNESIUM, AND (S) BORON MUST BE IN CONTROLLED RELEASE FORM. THE (Mn) MANGANESE AND (FE) IRON SOURCES MUST BE WATER SOLUBLE (SULFATED OR CHELATED).

FERTILIZER WILL BE APPLIED PER THE MANUFACTURERS RECOMMENDATIONS.

"FLORIDA EAST COAST PALM SPECIAL" SHALL BE APPLIED TO ALL PALMS AT THE RATE RECOMMENDED BY THE MANUFACTURER.

FIELD GROWN TREES AND PALMS PREVIOUSLY ROOT PRUNED SHALL OBTAIN A ROOT BALL WITH SUFFICIENT ROOTS FOR CONTINUED GROWTH WITHOUT RESULTING SHOCK.

CONTRACTOR SHALL NOT MARK OR SCAR TRUNK IN ANY FASHION.

PLANTS SHALL BE WATERED AS NECESSARY OR WITHIN 24 HOURS AFTER NOTIFICATION BY THE LANDSCAPE ARCHITECT.

THE LOCATIONS OF PLANTS, AS SHOWN IN THESE PLANS, ARE APPROXIMATE. THE FINAL LOCATIONS MAY BE ADJUSTED TO ACCOMMODATE UNFORESEEN FIELD CONDITIONS. MAJOR ADJUSTMENTS TO THE LAYOUT ARE TO BE APPROVED BY THE LANDSCAPE ARCHITECT.

ALL PLASTIC FABRIC SHALL BE REMOVED FROM PLANT MATERIAL AT TIME OF INSTALLATION.

ALL TREES MUST BE STAKED AS SHOWN ON THE PLANTING DETAILS WITHIN 24 HOURS OF PLANTING. STAKES TO REMAIN FOR A MINIMUM OF 9 MONTHS, BUT NO LONGER THAN 18 MONTHS. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE AND REMOVAL OF THE STAKES.

ALL TREES MUST BE PRUNED AS PER LANDSCAPE ARCHITECT'S DIRECTION. SABAL PALMS MAY BE HURRICANE CUT.

ALL SHRUBS, TREES AND GROUND COVER WILL HAVE IMPROVED SOIL AS PER PLANTING SOIL NOTES. THE SOILS SHALL BE PLACED IN THE HOLE DURING PLANTING. TOP DRESSING ONLY IS NOT ACCEPTABLE.

DO NOT ALLOW AIR POKETS TO FORM WHEN BACKFILLING. ALL TREES SHALL BE SPIKED IN UTILIZING WATER AND A TREE BAR.

THE LANDSCAPE CONTRACTOR SHALL WATER, MULCH, WEED, PRUNE, AND OTHERWISE MAINTAIN ALL PLANTS, INCLUDING SOD, UNTIL COMPLETION OF CONTRACT OR ACCEPTANCE BY LANDSCAPE ARCHITECT. SETTLED PLANTS SHALL BE RESET TO PROPER GRADE, PLANTING SAUCERS, REPAIRED, AND DEFECTIVE WORK CORRECTED.

THE LANDSCAPE CONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE FROM ACCUMULATION OF WASTE MATERIALS OR DEBRIS CAUSED BY HIS CREWS DURING THE PERFORMANCE OF THE WORK. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL PROMPTLY REMOVE ALL WASTE MATERIALS, DEBRIS, UNUSED PLANT MATERIAL, EMPTY PLANT CONTAINERS AND ALL EQUIPMENT FROM THE PROJECT SITE.

UPON COMPLETION OF THE WORK, THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT AND REQUEST A FINAL INSPECTION. ANY ITEMS THAT ARE JUDGED INCOMPLETE OR UNACCEPTABLE BY THE LANDSCAPE ARCHITECT OR OWNER'S REPRESENTATIVE SHALL BE CORRECTED BY THE LANDSCAPE CONTRACTOR WITHIN 14 DAYS.

ALL LABOR AND MATERIAL FOR SOIL AMENDMENTS AND FERTILIZER THAT IS REQUIRED TO INSURE THE SUCCESSFUL ESTABLISHMENT AND SURVIVAL OF THE PROPOSED VEGETATION, AS WELL AS THE COSTS FOR THE REMOVAL OF UNSUITABLE OR EXCESS BACKFILL MATERIAL, SHALL BE INCLUDED IN THE CONTRACTOR'S BID TO PERFORM THE WORK REPRESENTED IN THIS PLAN SET.

2. PLANTING TREES

EXCAVATE PIT AS PER PLANTING DETAILS.

BACKFILL AROUND BALL WITH STANDARD PLANTING MIXTURE AND SLIGHTLY COMPACT. WATER THOROUGHLY AS LAYERS ARE MIXED TO ELIMINATE VOIDS AND AIR POKETS. BUILD AIR POKETS IN THE BOTTOM OF THE PLANTING MIXTURE BEYOND EDGE OF EXCAVATION. APPLY 3" (AFTER SETTLEMENT) OF MULCH EXCEPT WITHIN 6" OF TRUNK.

PRUNE TREE TO REMOVE DAMAGED BRANCHES ONLY. DO NOT REMOVE MORE THAN 15% OF BRANCHES. DO NOT PRUNE BACK TERMINAL LEADER.

GUY AND STAKE TREE IN ACCORDANCE WITH THE STAKING DETAILS IMMEDIATELY AFTER PLANTING.

3. PLANTING SHRUBS

LAYOUT SHRUBS TO CREATE A CONTINUOUS SMOOTH FRONT LINE AND FILL IN BEHIND.

EXCAVATE PIT OR TRENCH TO 1-1/2 TIMES THE DIAMETER OF THE BALLS OR CONTAINERS OR 1'-0" WIDER THAN THE SPREAD OF ROOTS FOR POSITIONING AT PROPER HEIGHT. BACKFILL AROUND PLANTS WITH STANDARD PLANTING MIXTURE, COMPACTED TO ELIMINATE VOIDS AND AIR POKETS. FORM GRADE SLIGHTLY DISHD AND BERMED AT EDGES OF EXCAVATION. APPLY 3" OF MULCH EXCEPT WITHIN 6" OF STEMS.

4. PLANTING GROUND COVER

LOOSEN SUBGRADE TO DEPTH OF 4" IN AREAS WHERE TOPSOIL HAS BEEN STRIPPED AND SPREAD SMOOTH.

SPACE PLANTS AS OTHERWISE INDICATED. DIG HOLES LARGE ENOUGH TO ALLOW SPREADING OF ROOTS. COMPACTED TO ELIMINATE VOIDS AND LEAVE GRADE SLIGHTLY DISHD AT EACH PLANT. WATER THOROUGHLY. APPLY 3" OF MULCH OVER ENTIRE PLANTING BED, LIFTING PLANT FOLIAGE ABOVE MULCH.

DURING PERIODS OF HOT SUN AND/OR WIND AT TIME OF PLANTING, PROVIDE PROTECTIVE COVER FOR SEVERAL DAYS OR AS NEEDED.

5. PLANTING LAWN

SODS: SOD TYPE SPECIFIED ON PLANT LIST SHALL BE MACHINE STRIPPED NOT MORE THAN 24 HOURS PRIOR TO LAYING.

LOOSEN SUBGRADE TO DEPTH OF 4" AND GRADE WITH TOPSOIL EITHER PROVIDED ON SITE OR CONTRACTOR'S. STANDARD PLANTING MIX TO FINISH DESIGN ELEVATIONS. ROLL PREPARED LAWN SURFACE. WATER THOROUGHLY, BUT DO NOT CREATE MUDDY SOIL CONDITION.

FERTILIZE SOIL AT THE RATE OF APPROXIMATELY 10 LBS. PER 1,000 S.F. SPREAD FERTILIZER OVER THE AREA TO RECEIVE GRASS BY USING AN APPROVED DISTRIBUTION DEVICE. CALIBRATE TO DISPERSE THE APPROPRIATE QUANTITY. DO NOT FERTILIZE WHEN WIND VELOCITY EXCEEDS 15 M.P.H. THOROUGHLY MIX FERTILIZER INTO THE TOP 2" OF TOPSOIL.

LAY SOD STRIPS WITH TIGHT JOINTS. DO NOT OVERLAP. STAGGER STRIPS TO OFFSET JOINTS IN ADJACENT COURSES. WORK SIFTED STANDARD PLANTING MIXTURE INTO MINOR CRACKS BETWEEN PIECES OF SOD AND REMOVE EXCESS SOIL DEPOSITS FROM SOD JOINTS AND SLOPES GREATER THAN 3:1. SHALL BE STAKED IN PLACE. ROLL OR STAMP LIGHTLY AND WATER THOROUGHLY WITH A FINE SPRAY IMMEDIATELY AFTER PLANTING.

6. MISCELLANEOUS LANDSCAPE WORK

LANDSCAPE MAINTENANCE

MAINTAIN LANDSCAPE WORK UNTIL FINAL ACCEPTANCE IS ISSUED BY THE OWNER'S REPRESENTATIVE. INCLUDE WATERING, WEEDING, CULTIVATING, RESTORATION OF GRADE, MOWING AND TRIMMING TREES AND SHRUBS, PROTECTION FROM INSECTS AND DISEASES, FERTILIZING AND SIMILAR OPERATIONS AS NEEDED TO INSURE NORMAL GROWTH AND GOOD HEALTH FOR LIVE PLANT MATERIAL.

PLANT MATERIAL SUBSTITUTION

NO SUBSTITUTION OF PLANT MATERIAL, TYPE OR SIZES WILL BE PERMITTED WITHOUT AUTHORIZATION FROM THE LANDSCAPE ARCHITECT.

PLANTING BED PREPARATION

ALL PLANTING BEDS SHALL BE PROPERLY PREPARED PRIOR TO THE COMMENCEMENT OF ANY PLANTING. PLANTING AREAS, INCLUDING LAWNS SHALL BE FREE OF ALL WEEDS AND NUISANCE VEGETATION. IF TORPEDO GRASS (PANICUM REPENS) IS PRESENT OR ENCOUNTERED DURING PLANTING, THE LANDSCAPE CONTRACTOR SHALL STOP ALL PLANTING UNTIL IT CAN BE DEMONSTRATED THAT IT HAS BEEN COMPLETELY REMOVED OR ERADICATED. THERE SHALL BE NO EXCEPTIONS TO THIS PROVISION.

ALL LANDSCAPE ISLANDS AND BEDS WILL BE FREE OF SHELL ROCK AND CONSTRUCTION DEBRIS AND WILL BE EXCAVATED TO A DEPTH OF 30 INCHES OR TO CLEAN, NATIVE SOIL AND FILLED WITH THE SPECIFIED REPLACEMENT SOIL.

ALL LANDSCAPE ISLANDS WILL BE FREE OF SHELL ROCK AND CONSTRUCTION DEBRIS AND WILL BE EXCAVATED TO A DEPTH OF 30 INCHES OR TO CLEAN, NATIVE SOIL AND FILLED WITH THE SPECIFIED REPLACEMENT SOIL.

LANDSCAPE WARRANTY

THE LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE IN WRITING BY THE LANDSCAPE ARCHITECT OF RECORD. ANY PLANT MATERIAL WHICH HAS DIED OR DECLINED TO THE POINT WHERE THEY NO LONGER MEET FLORIDA #1 CONDITION DURING THIS GUARANTEE PERIOD SHALL BE PROMPTLY REPLACED WITH NEW PLANT MATERIAL MEETING THE MINIMUM REQUIREMENTS SPECIFIED ON THE APPROVED PLANS OF RECORD. THE LANDSCAPE CONTRACTOR SHALL NOT BE HELD RESPONSIBLE FOR THE DEATH OR DAMAGE RESULTING FROM ACTS OF GOD SUCH AS LIGHTNING, VANDALISM, AND AUTOMOBILES OR FROM NEGLIGENCE BY THE OWNER. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER MAINTENANCE AND WEEPERS OF ALL LANDSCAPE AND IRRIGATION WITHIN THE PROJECT LIMITS UNTIL SUCH TIME THAT ALL GOVERNMENTAL APPROVALS AND PERMIT CLOSE OUT DOCUMENTS ARE OBTAINED AND THE PROJECT OFFICIALLY TURNED OVER TO THE MAINTAINING AUTHORITY.

IRRIGATION

ALL LANDSCAPE AREAS (INCLUDING SOD AREAS) SHALL BE IRRIGATED WITH AN UNDERGROUND AUTOMATIC SPRINKLER SYSTEM PROVIDING 100 PERCENT COVERAGE. LANDSCAPE INSTALLATION SHALL NOT OCCUR UNTIL THE IRRIGATION SYSTEM IS OPERATIONAL, UNLESS THE OWNER'S REPRESENTATIVE, OR THE PROJECT LANDSCAPE ARCHITECT GRANTS APPROVAL.

GENERAL LANDSCAPE NOTES

ALL LANDSCAPING AND ABOVE GROUND STRUCTURES SHOWN HEREON ARE DESIGNED AND ARE TO BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH SEMINOLE IMPROVEMENT DISTRICT (S.I.D.) STREETSCAPE STANDARDS.

ALL PROPOSED PLANT MATERIAL SHALL BE FLORIDA NUMBER 1 OR BETTER AS DESCRIBED IN GRADES AND STANDARDS FOR NURSERY PLANTS, PARTS I AND II, LATEST EDITION PUBLISHED BY THE FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICE WITH ISA STANDARDS.

ALL PLANTED AREAS SHALL RECEIVE A 3" LAYER OF MULCH.

ALL PLANT MATERIAL SHALL BE PRUNED, IF NEEDED, TO ACHIEVE THE SHAPE AND FORM CHARACTERISTIC TO THEIR DESIGN INTENT. PRUNING TO BE IN STRICT ACCORDANCE WITH ISA STANDARDS.

ALL SOD OR SEED SHALL BE CERTIFIED (IF APPLICABLE) AND WEED AND INSECT FREE.

VEGETATION REMOVAL PERMITS ARE REQUIRED PRIOR TO REMOVING, CLEARING OR STRIPPING ANY VEGETATION FROM THE PROPERTY.

AT THE TIME OF BUILDING PERMIT, THE APPLICANT SHALL EXECUTE HOLD HARMLESS AGREEMENTS WITH ALL APPLICABLE UTILITIES FOR LANDSCAPING WITHIN UTILITY EASEMENTS.

THE LANDSCAPE CONTRACTOR SHALL NOT MAKE ANY SUBSTITUTIONS OR CHANGES WITHOUT THE AUTHORIZATION OF S.I.D., THE OWNER AND THE LANDSCAPE ARCHITECT.

THE LANDSCAPE CONTRACTOR SHALL REVIEW THE PROJECT DRAINAGE AND UTILITY PLANS PRIOR TO CONSTRUCTION AND AVOID ALL CONFLICTS WITH THE LANDSCAPE CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES PRIOR TO COMMENCING WORK.

CALL SUNSHINE ONE CALL SERVICE FOR UNDERGROUND UTILITY LOCATIONS 48 HOURS PRIOR TO ANY EXCAVATION OF DIGGING 1' BELOW THE SURFACE.

THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS REQUIRED TO PERFORM LANDSCAPE WORK.

THE CONTRACTOR SHALL COORDINATE THE PLANTING AND TRIMMING OF STREET TREES TO ENSURE FULL VISIBILITY TO TRAFFIC CONTROL AND SAFETY SIGNAGE.

TREES SHALL BE POSITIONED TO AVOID CONFLICTS WITH SIGNAGE AND SITE LIGHTING. LARGER TREES WILL BE PROVIDED AT INTERSECTIONS WHERE DEEMED NECESSARY BY S.I.D. DESIGN REQUIREMENTS.

ANY PLANT MATERIAL PLANTED WITHIN SAFE SIGHT DISTANCE TRIANGLES SHALL BE MAINTAINED IN A WAY THAT PROVIDES UNOBSTRUCTED VISIBILITY AT A LEVEL BETWEEN 30" AND 8' ABOVE THE PAVEMENT SURFACE OF THE ADJACENT ROADWAY.

VEGETATION LOCATED WITHIN SAFE SIGHT DISTANCE TRIANGLE AREAS SHALL BE TRIMMED SO THAT NO CANOPY LIMBS OR FOLIAGE EXTEND INTO REQUIRED VISIBILITY AREA.

ALL ABOVE GROUND UTILITIES I.E. TRANSFORMERS, SWITCH BOXES, AC CONDENSERS AND ALIKE SHALL BE FULLY SCREENED FROM VIEW ON THREE SIDES WITH LANDSCAPING. THE LANDSCAPING SHALL TO THE TALLEST POINT OF SAID EQUIPMENT AT TIME OF PLANTING.

LOCAL UTILITY AND FIRE RESCUE CLEARANCE ZONES SHALL BE PROVIDED AROUND ALL ABOVE GROUND AND UNDERGROUND UTILITIES AND EQUIPMENT.

ALL TREES SHALL BE LOCATED WITHIN A MULCH PLANTING BED WITH A MINIMUM OF TWO (2) FEET OF CLEARANCE TO THE EDGE OF THE BED.

ALL SOD SHALL BE STENOTAPHRUM SECUNDATUM FLORITAN-PALMETTO (ST. AUGUSTINE SOD) UNLESS OTHERWISE NOTED ON PLANS.

TYPE D, E OR F RAISED CONCRETE CURBING SHALL BE PROVIDED AROUND ALL PLANTING ISLANDS WITHIN VEHICULAR USE AREAS.

ALL TREES PLANTED UNDER OR ADJACENT TO FPL POWER LINES WILL COMPLY WITH THE FPL RIGHT TREE IN THE RIGHT PLACE GUIDELINES (REV. 5/95)

ALL TREES AND PALMS SHALL BE STAKED/GUYED IN ACCORDANCE WITH THE SPECIFICATIONS AND PLANTING DETAILS.

STREET TREE LOCATIONS SHALL BE COORDINATED WITH DRIVEWAYS, STREET LIGHTS, UTILITIES AND FIRE HYDRANTS.

THE IRRIGATION SYSTEM SHALL BE DESIGNED TO PROVIDE 100% OVERLAP COVERAGE TO ALL LANDSCAPE AND SOD AREA.

THE IRRIGATION SYSTEM SHALL BE EQUIPPED WITH A RAIN SENSICUT OFF SWITCH IN ACCORDANCE WITH STATE AND LOCAL REQUIREMENTS.

ALL LANDSCAPE ISLANDS SHALL INCORPORATE THE INSTALLATION OF MOUNDING OF NATIVE SOILS A MINIMUM OF SIX INCHES (6") ABOVE THE TOP OF CURB.

ROYAL PALM TREES WITHIN THE ROW SHALL BE REGULARLY MAINTAINED AND TRIMMED SO FRONDS DO NOT FALL ONTO ROADWAYS.

ALL LANDSCAPE ISLANDS AND MEDIANS SHALL BE EXCAVATED TO A DEPTH OF 30" MINIMUM AND BACKFILL WITH A SOIL MIX CONSISTING OF 1/3 NATIVE SOIL, 1/3 CLEAN SAND AND 2/3 COMPOSED COW MANURE OR COMPARABLE COMPOSED ORGANIC MATERIAL.

CLEARANCE BETWEEN LANDSCAPE AND UTILITIES WILL BE REVIEWED BY SEMINOLE IMPROVEMENT DISTRICT.

ROOT BARRIER NOTES

TREES SHOWN ON THIS PLAN ARE FOR GRAPHIC REPRESENTATION ONLY. TREE SPACING IS BASED ON SEMINOLE IMPROVEMENT DISTRICT (S.I.D.) STREETSCAPE STANDARDS AND THE TREES SHOWN ON THESE PLANS ATTEMPT TO ACCOMPLISH THAT SPACING WHILE MAINTAINING THE REQUIRED SETBACKS FROM S.I.D. UTILITIES. TREES MAY BE FIELD ADJUSTED TO AVOID CONFLICTS WITH DRIVEWAYS AND UNDERGROUND UTILITIES. IN ANY CASE THE TREES SHALL BE LOCATED IN THE FIELD IN ACCORDANCE WITH THE PLANTING DETAILS SHOW HEREIN.

ADDITIONALLY, LARGE TREES OR PALMS ARE TO BE INSTALLED WITH A TEN FOOT (10') SEPARATION FROM ANY WATER OR SEWER MAIN AND/OR SERVICE, HYDRANTS AND LIFT STATIONS. IF A TEN FOOT (10') SEPARATION CANNOT BE ACHIEVED, THE TREE SHALL BE INSTALLED WITH A ROOT BARRIER SYSTEM. REFER TO THE "ROOT BARRIER" DETAIL FOR INSTALLATION REQUIREMENTS. HOWEVER, IN NO CASE SHALL TREE ENCRACH INTO A SIDE WALK WITHOUT PRIOR SID APPROVAL AND ONLY SOD CAN BE INSTALLED WITHIN 7.5' OF A FIRE HYDRANT UNLESS OTHERWISE APPROVED BY THE FIRE MARSHALL.

ALL LANDSCAPING AND ABOVE GROUND STRUCTURE SHOWN HEREIN ARE DESIGNED AND ARE TO BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH SEMINOLE IMPROVEMENT DISTRICT STANDARDS.

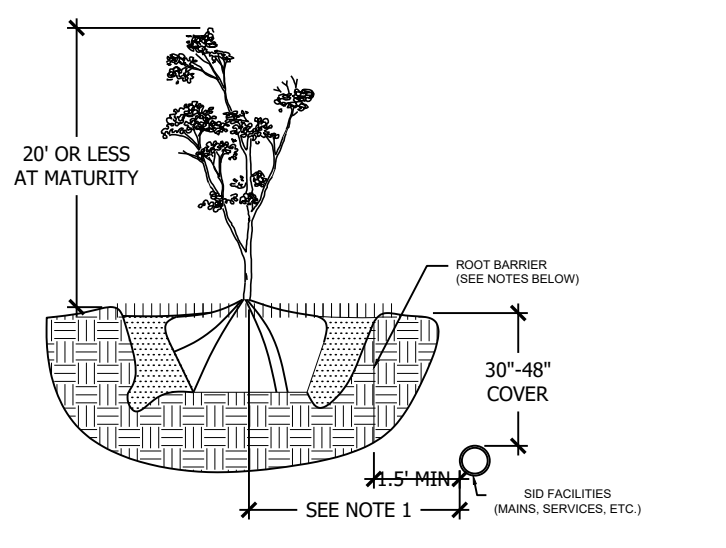
ROYAL PALM TREES PLANTED WITHIN RIGHT OF WAYS SHALL BE REGULARLY MAINTAINED SO THAT FRONDS DO NOT FALL INTO THE RIGHT OF WAY.

TREES SHALL HAVE A MINIMUM TWO FOOT SEPARATION FROM BIKE PATHS AND SIDEWALKS.

PLANTING SCHEDULE

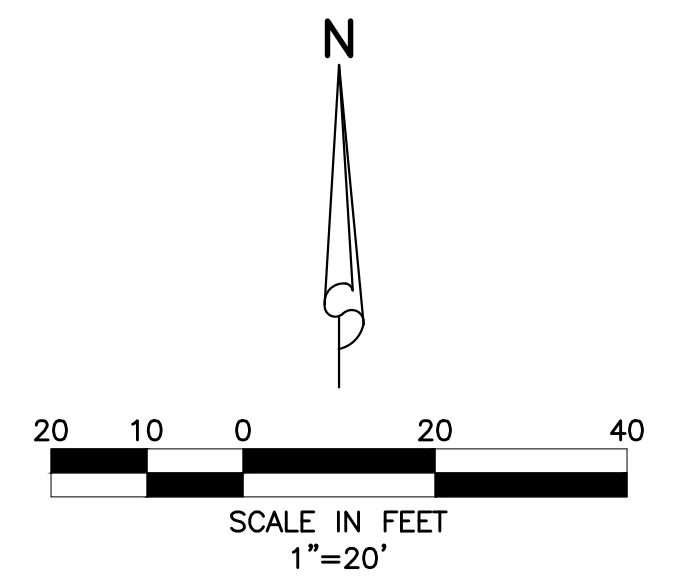
CODE	QTY	BOTANICAL NAME	COMMON NAME	CONTAINER	CALIPER	SIZE	NATIVE	REMARKS
TREES								
BS	7	BURSERA SIMARUBA	GUMBO LIMBO	45 GAL	2.5" CAL	12'-14" HT, 6'-8" SPRD	Y	SINGLE, STRAIGHT TRUNK, FULL CANOPY, SYMMETRICAL, 6' CT MIN
CE	7	CONOCARPUS ERECTUS	GREEN BUTTERNOD TREE	30 GAL	2" CAL	8'-10" HT, 6'-8" SPD	Y	FULL CANOPY, SINGLE STRAIGHT TRUNK
DR	2	DELOXIS REGIA	ROYAL POINCIANA	45 GAL	2.5" CAL	12'-14" HT, 6'-8" SPRD	N	SINGLE STRAIGHT TRUNK, FULL CANOPY, FLORIDA FANCY
EDI	4	ELAEAGARPUS DECIPENS	JAPANESE BLUEBERRY TREE	30 GAL	2.5" CAL	5'-6" O.A.	N	FULL & THICK CANOPY FTB, FLORIDA FANCY
ED2	2	ELAEAGARPUS DECIPENS	JAPANESE BLUEBERRY TREE	65 GAL	3.5" CAL	12'-14" HT	N	FULL & THICK CANOPY FTB, FLORIDA FANCY
GS	2	GARCINIA SPICATA	GARCINIA	25 GAL	1.5" CAL	6' O.A.	N	FULL & THICK, MATCHED
PA	1	PLUMERIA ALBA	WHITE FRANGIPANI	25 GAL	N.A.	6'-8" O.A.	N	FULL CANOPY, GOOD BRANCHING STRUCTURE
QV	1	QUERCUS VIRGINIANA	LIVE OAK	FIELD GROWN	2.5" CAL	12'-14" HT, 6'-8" SPD	Y	SINGLE, STRAIGHT TRUNK, FULL CANOPY, SYMMETRICAL, 6' CT MIN
QV2	2	QUERCUS VIRGINIANA	LIVE OAK	FIELD GROWN	4" CAL	18" HT	Y	MULTI TRUNK, FULL CANOPY, CHARACTER, 6' CT MIN
PALM TREES								
BIS	1	BISMARCKIA NOBILIS 'SILVER SELECT'	BISMARCK PALM	N.A.	N.A.	22' O.A.	N	FULL CANOPY, MATCHED, 15 LEAF COUNT MIN.
CH	2	CHAMBEROPSIS HUMILIS	EUROPEAN FAN PALM	25 GAL	N.A.	4'-5" O.A.	N	MULTI TRUNK, FULL CANOPY.
CA	2	COCCOTHRINAX ALTA	SILVER PALM	25 GAL	N.A.	4' X 4'	N	FULL CANOPY
OLD	3	COCCOTHRINAX CRINITA BREVICRINIS	SHORT HAIR OLD MAN PALM	25 GAL	N.A.	4'-5" O.A.	N	FULL CANOPY
LB	1	LATANIA BORBONICA	RED LATAN PALM	FIELD GROWN	N.A.	10' X 10'	N	N.A.
RE	3	ROYSTONIA REGIA	ROYAL PALM	N.A.	N.A.	14' GW	Y	HEAVY CALIPER, MATCHED
SP	11	SABAL PALMETTO	SABAL PALMETTO	N.A.	N.A.	10'-12' C.T.	Y	SLICK, STRAIGHT TRUNK, REGENERATED.
SL	4	SATRAKENTIA LUKIUIENSIS	SATYAKE PALM	FIELD GROWN	N.A.	8' - 10' HT.	Y	SINGLE TRUNK, SPECIMEN
TM	6	THRINAX MORRISII	KEY THATCH PALM	15 GAL	N.A.	3'-4" O.A.	Y	FULL & THICK
TR	1	THRINAX RADIATA	THATCH PALM	15 GAL	N.A.	4'-5' HT, X.5' SPRD.	Y	FULL & THICK
VM2	3	VEITCHIA MONTGOMERYANA	MONTGOMERY PALM DOUBLE	65 GAL	N.A.	18' O.A.	N	DOUBLE TRUNK, FULL CANOPY
SHRUBS								
SHR	162	CHRYSOBALANUS ICACO 'RED TIP'	RED TIP COCO PLUM	7 GAL	3' X 2.5'	2.5' O.C.	Y	FULL AND THICK
DS	2	DIOSPYRUS PINULOSUM	MEXICAN CYCAD	45 GAL	5' X 5'	A.S.	N	FULL & THICK
FF	2	FURCRAEA FOETIDA	FALSE AGAVE	15 GAL	3.5' X 3.5'	A.S.	N	FULL & THICK
MDV	1	MONSTERA CREME BRULEE 'THAI CONSTELLATION'	VARIEGATED MONSTERA	15 GAL	3'-4" O.A.	A.S.	N	FULL & THICK
MD	1	MONSTERA DELICIOSA	SPLIT-LEAF PHILODENDRON	7 GAL	2.5' X 2.5'	A.S.	N	FULL & THICK
PBX	4	PHILODENDRON BURLE-MARXII	BURLE MARX PHILODENDRON	7 GAL	3'-4" O.A.	A.S.	N	ESPALED TO TRUNK
PM15	38	PODOCARPUS MACROPHYLLUS 'PRINGLES'	DWARF PODOCARPUS	15 GAL	5' HT, X.2.5' SPRD.	2.5' O.C.	N	FULL & THICK
RH	2	RHAPIS EXCELSA	LADY PALM	15 GAL	6' O.A.	A.S.	N	FULL AND THICK
GROUND COVERS								
BG	10	BEGONIA ODORATA 'ALBA'	WHITE ANGEL BEGONIA	3 GAL	18" X 18"	24" O.C.	N	FULL & THICK
FV	325	FICUS VACCINIODES	FORMOSAN CREEPING FIG	1 GAL	12" X 12"	18" O.C.	N	FULL & THICK
IV	34	ILEX VOMITORIA 'STOKES DWARF'	DWARF YAUPON HOLLY	3 GAL	12" X 12"	2" O.C.	Y	FULL & THICK
LM	66	LIRIOPE MUSCARI 'EV. GIANT'	LIRIOPE	1 GAL	12" X 12"	18" O.C.	N	FULL & THICK
SHRUB AREAS								
CHD	128	CHRYSOBALANUS ICACO 'HORIZONTALIS'	DWARF COCOPLUM	3 GAL	12" X 18"	24" O.C.	Y	FULL & THICK
FG	194	FICUS MACROPHYLLA 'GREEN ISLAND'	GREEN ISLAND FICUS	3 GAL	12" X 12"	24" O.C.	N	FULL & THICK
PD7	138	PODOCARPUS MACR. 'PRINGLES' OR 'META'	DWARF PODOCARPUS	7 GAL	24" X 24"	24" O.C.	N	FULL & THICK
SOD								
SOD2	2,668 SF	STENOTAPHRUM SECUNDATUM	ST. AUGUSTINE GRASS	SQ. FT.				WEED FREE
SOD1	5,658 SF	ZOYSIA TENUIFOLIA	ZOYSIA MASCARENE GRASS	SQ. FT.				WEED FREE

PLANTING DETAILS





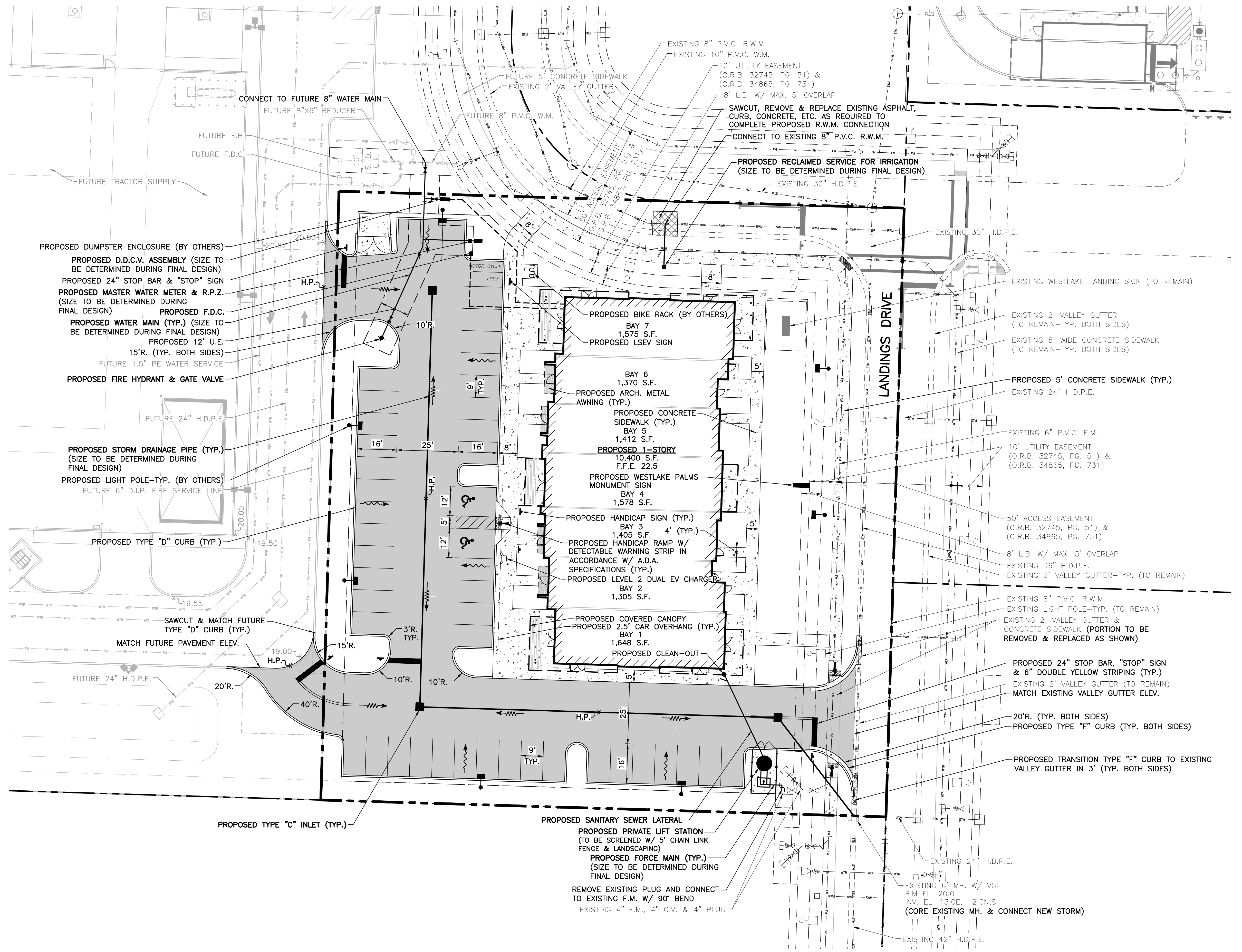
LOCATION MAP
NOT TO SCALE



LEGEND

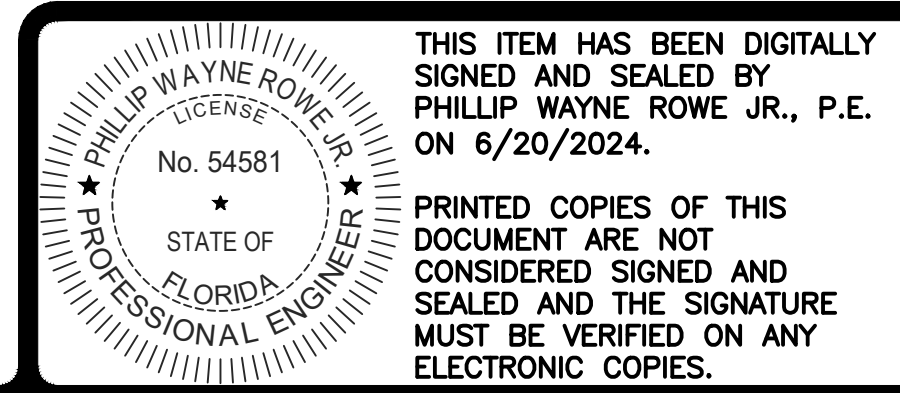
- PROPOSED STORM SEWER AND CATCH BASIN
- DIRECTION OF FLOW
- DIRECTION OF SWALE
- PROPOSED HIGH POINT
- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE
- PROPOSED DETECTABLE WARNING SURFACE
- SAWCUT, REMOVE & REPLACE EXISTING ASPHALT, CURB, CONCRETE, ETC.
- SEWER SERVICE W/ CLEAN-OUT
- FIRE HYDRANT W/ GATE VALVE
- WATER SERVICE & R.P.Z. (REFER TO POTABLE WATER SERVICE SINGLE METER INSTALLATION DETAIL.)
- PROPOSED LIGHT POLE (BY OTHERS)
- PROPOSED BIKE RACK (BY OTHERS)
- 24" STOP BAR, "STOP" SIGN & 6" DOUBLE YELLOW STRIPING
- EXISTING STORM DRAINAGE PIPE (TO REMAIN)
- EXISTING WATER MAIN (TO REMAIN)
- EXISTING SEWER MAIN (TO REMAIN)
- EXISTING FORCE MAIN (TO REMAIN)
- EXISTING RECLAIMED WATER MAIN (TO REMAIN)
- LOW SPEED ELECTRIC VEHICLE MOTORCYCLE PARKING

- NOTES:**
- THIS DESIGN IS CONCEPTUAL AND SUBJECT TO CHANGE BASED ON FINAL DESIGN.
 - ALL WATER AND WASTEWATER CONSTRUCTION SHALL BE IN ACCORDANCE WITH SEMINOLE IMPROVEMENT DISTRICT AND THE PALM BEACH COUNTY HEALTH DEPARTMENT STANDARDS.
 - LOCATIONS OF WATER AND SANITARY SEWER SERVICES, DRAINAGE STRUCTURES AND PIPES AND OTHER STRUCTURES TO BE COORDINATED WITH LANDSCAPE DESIGN DURING PREPARATION OF FINAL CIVIL ENGINEERING PLANS.
 - CONSTRUCTION AND DEMOLITION TO COMPLY WITH N.F.P.A. 241.



DATUM NOTES:

- ALL ELEVATIONS SHOWN HEREON ARE RELATIVE TO THE NORTH AMERICAN VERTICAL DATUM (N.A.V.D.) OF 1988 BASED ON A SURVEY PREPARED BY GEOPOINT SURVEYING, INC. (561) 444-2720.
- AN APPROXIMATE CONVERSION BETWEEN THE NATIONAL GEODETIC VERTICAL DATUM (N.G.V.D.) OF 1929 AND N.A.V.D. CAN BE MADE BY ADDING 1.47 TO THE N.A.V.D. ELEVATION TO OBTAIN THE N.G.V.D. ELEVATION.



THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY PHILLIP WAYNE ROWE JR., P.E. ON 6/20/2024.

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

Digitally signed by Phillip W Rowe
Date: 2024.06.20 10:34:04-00
11:34:04-00

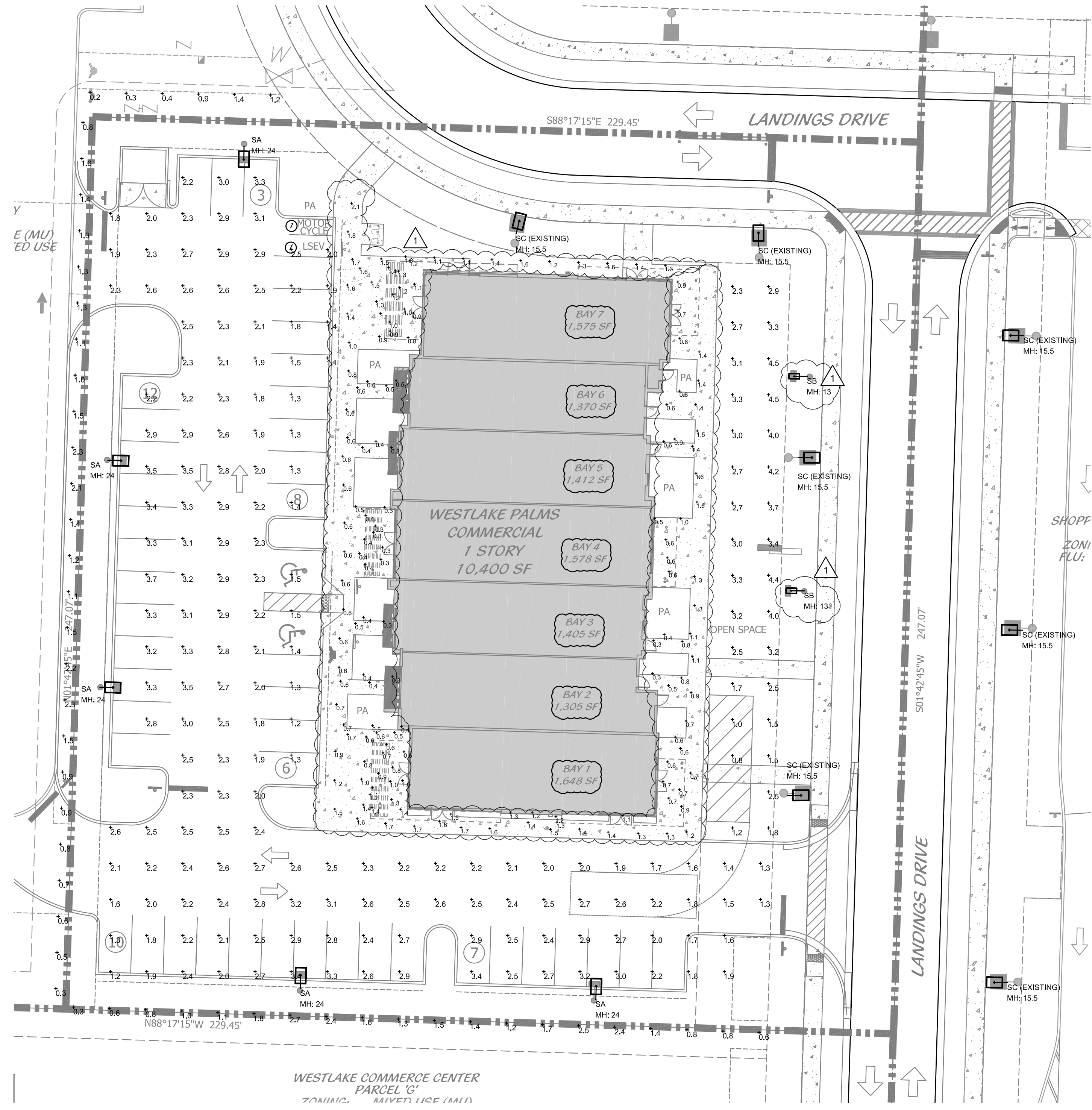
REVISED PER CITY OF WESTLAKE, 06/19/24 B.L.

SIMMONS & WHITE
2581 Metrocentre Blvd West, Ste 3 | West Palm Beach, FL 33407
Authorization # 3452 | 561.478.7848

DESIGN T.R.	DRAWN D.B.	CHECKED	APPROVED	DATE
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WESTLAKE PALMS
SECTION 12, TOWNSHIP 43S., RANGE 40E.
CITY OF WESTLAKE, FLORIDA
CONCEPTUAL PAVING, DRAINAGE, WATER AND WASTEWATER PLAN

JOB NO. 24-067	DRAWING NO. 24067C01	SHEET 1 OF 1
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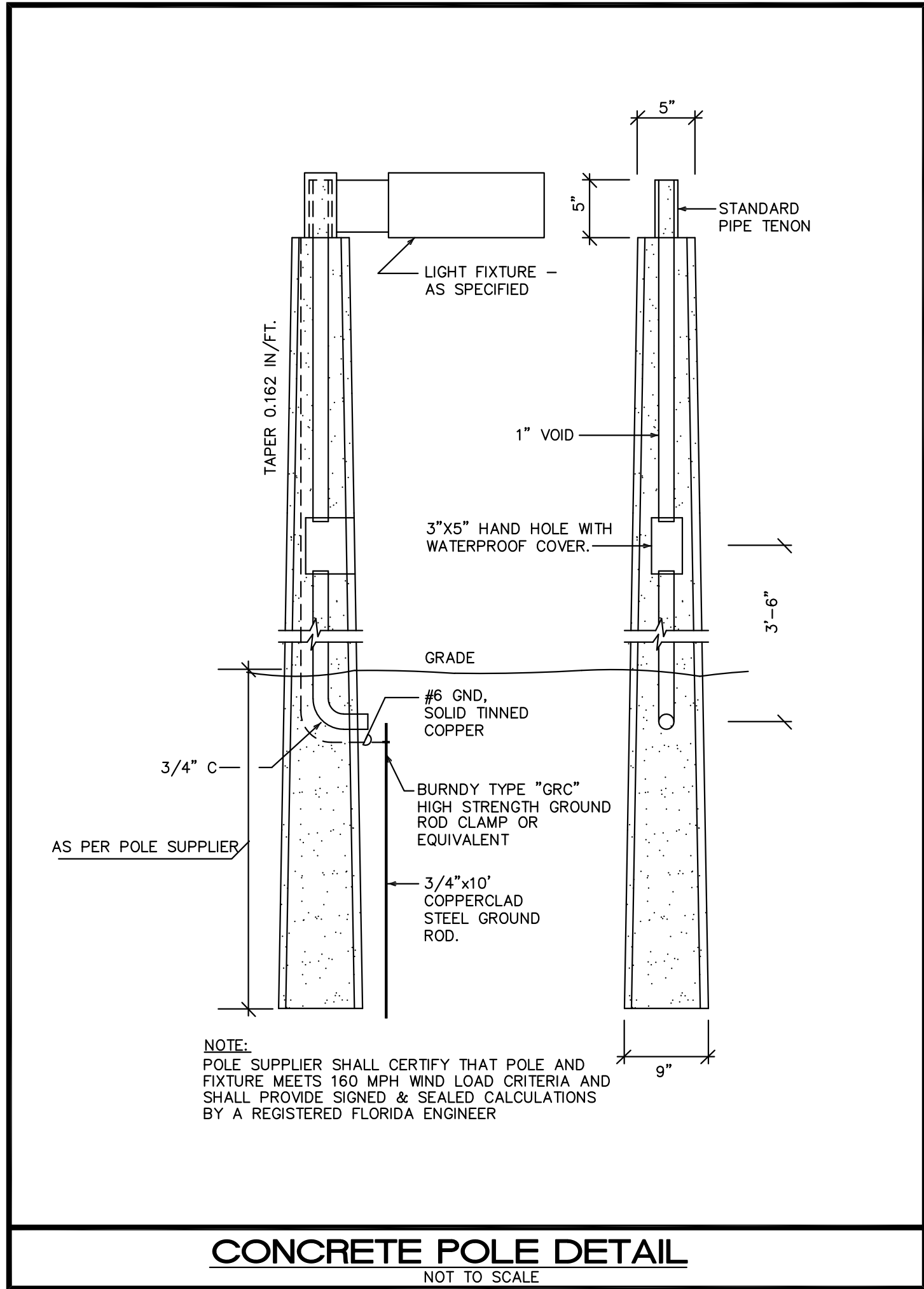


PHOTOMETRIC PLAN

Scale: 1" = 20'

Symbol	Qty	Label	Arrangement	Total Lamp Lumens	LLF	Description	Lum. Watts	Total Watts
SC	7	SC (EXISTING)	SINGLE	N.A.	0.900	MSA-SAZA-740-U-T3-EXISTING STREET LIGHTS	66	462
SB	2	SB	SINGLE	N.A.	0.900	GLAN-SAZA-740-U-T4W-59W-BY FPL MOUNTED AT 13FT	59	118
SA	5	SA	SINGLE	N.A.	0.900	GLAN-SAZB-740-U-T4W-127W-BY FPL MOUNTED AT 24FT	121	605

Location	CalcType	Units	Illuminance				
			Avg	Max	Min	Avg/Min	Max/Min
BUILDING REAR	Illuminance	Fc	2.85	4.5	0.8	3.56	5.63
FRONT SIDEWALK AND ENTRANCES	Illuminance	Fc	0.94	2.1	0.3	3.13	7.00
PARKING	Illuminance	Fc	2.37	3.7	1.1	2.15	3.36
PROPERTY LINE (NON RESIDENTIAL)	Illuminance	Fc	1.25	2.7	0.2	6.25	13.50
REAR PEDESTRIAN AND ENTRANCES	Illuminance	Fc	0.97	1.6	0.3	3.23	5.33



Project	Catalog #	Type	
Prepared by	Notes	Date	

Streetworks GLAN Galleon II

Area / Site Luminaire

Product Features

- Light Meter
- BAA
- FAD

Product Certifications

- UL LISTED
- DLC LISTED
- 3G VIB
- IP66

Connected Systems

- WaveLux Lite
- WaveLux

Quick Facts

- Lumen packages range from 3,300 - 73,500 (33W - 552W)
- 17 optical distributions
- Efficacy up to 159 lumens per watt
- Options to meet Buy American and other domestic preference requirements

Interactive Menu

- Ordering Information page 2
- Mounting Details page 3
- Optical Distributions page 5
- Product Specifications page 5
- Energy and Performance Data page 6
- Control Options page 11

Dimensional Details

Standard Pole Mount Arm

Pole Drilling Patterns

Number of Light Squares	Width 'X'	Housing Length 'Y'	Weight with Standard or QM Arm	EMA with Standard or QM Arm
1-4	16"	22"	29 lb	0.95
5-6	22"	22"	39 lb	0.95
7-9	22"	28 1/8"	48 lb	1.1

NOTE: For all selection requirements and additional line art, see Mounting Details section.

NOTE: 1. See https://www.streetworks.com/tech for further qualification. Not all product variations are 3D modeled. 2. See Call List for 30588 CCI and warning only.

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April 18, 2024 / 10:26 AM

AREA LIGHTING											
Manufacturer	Style	Fixture	Pole Options	Bracket Options	Light Pattern	Line Watt/ NEMA Label	Color Temp	Lumens	Glare Rating (BUG)	IES File	Rating Tier
AEI	ATB2	(Gray)	1.9	1.5	5	295/300	4000K	36,750	B5-U0-G4	ATB2-P005-R5-4K.ies	S3
Area Light	7,500 Lumen Area 17,500 Lumen Area 30,000 Lumen Area	1.4' 8" 9"	Single Bracket 0.00	4	4	59/60	4000K	7,500+	B2-U0-G2	GLANSA24740UT4W-59W.ies	D3
						127/130	4000K	17,500+	B3-U0-G3	GLANSA38740UT4W-127W.ies	I3
						246/245	4000K	30,000+	B3-U0-G5	GALNSA40740UT4W-246W.ies	P4
Flood	15,000 Lumen Floodlight 25,000 Lumen Floodlight	1.4' 8" 9"	24" stand-off (20S)	6x6	6x6	110/110	4000K	15,000+	N/A	EFM102_X066740_PRELIMINARY_FPAL_110W_173LUMENS.ies	G3
						195/195	4000K	26,000+	N/A	EFM102_X066740_PRELIMINARY_FPAL_195W_286LUMENS.ies	M3
	48,000 Lumen Floodlight	1.4' 8" 9"	24" stand-off (20S)	6x6	6x6	348/350	4000K	48,000+	N/A	EFH102_X066740_PRELIMINARY_FPAL_348W_5040LUMENS.ies	V4

* Area pole options 1, 4
20' (13' MH) Standard concrete pole
35' (27'6" MH) Standard concrete pole applicable to all.

* Area pole option 6 black
33' (24' MH) available only

* Area configurations

Note: Glare (BUG) Ratings for UFLD are measured at 0° tilt.

Area B - 01/23
5

POLES

 Standard Concrete Tenon Mount 20' (15' MH) 35' (27'6" MH)	 Standard Black Fiberglass Tenon Mount 13' (10' MH) 20' (15'6" MH)	 Black Washington Concrete Tenon Mount 23' (16' MH)	 Black Octagonal Concrete Tenon Mount 37' (30' MH)	 Black or Green Washington Concrete Tenon Mount 18.5' (14'6" MH)
 Standard Wood Arm Mount 35' (29' MH) 40' (33'6" MH) 45' (38' MH)	 Standard Concrete Arm Mount 30' (22'6" MH) 35' (27'6" MH) 40' (30' MH) 45' (35' MH)	 Black Tapered Concrete Tenon Mount 14' (10' MH) 21' (15'6" MH) 33' (24' MH)	 Grey or Black Round Concrete Pole on Concrete Base (Non-creasing Only) 22' pole 25' MH	 Unfinished Round Tapered Concrete Arm Mount 28' pole 35' MH (For use with bracket 7 only)

*MH = Approximate Mounting Height

Brackets and Poles B - 01/23
14

CODES THAT APPLY TO THIS PROJECT:
2023 FBC CURRENT EDITION
2020 NFPA-70

E & C Engineers, Inc.

Cert. of Auth # 26558
13812 Geranium Pl.,
Wellington, FL 33414
Tel (561) 712 1149
email: ed@ecengineers.com

Eduardo Samour
P.E. # 41186

This item has been electronically signed and sealed by Eduardo Samour, PE using a digital signature and date. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Digitally signed by Eduardo Samour
Date: 2024.06.19 14:33:34 -04'00'

Eduardo (Ed) Samour, P.E.
Registered Electrical Engineer
P.E. # 41186
Date: 6.19.2024

E&C JOB# 24-3537

Cotleur & Hearing

Landscape Architects
Land Planners
Environmental Consultants

1934 Commerce Lane
Suite 1
Jupiter, Florida 33458
561.747.6336 • Fax 747.1377
www.cotleurhearing.com
Lic# LC-C000239

WESTLAKE LANDINGS

WESTLAKE PALMS
WESTLAKE, FL

DESIGNED _____ DEH
DRAWN _____ RNK
APPROVED _____ DEH
JOB NUMBER 13-0518.60.01
DATE 05-31-24

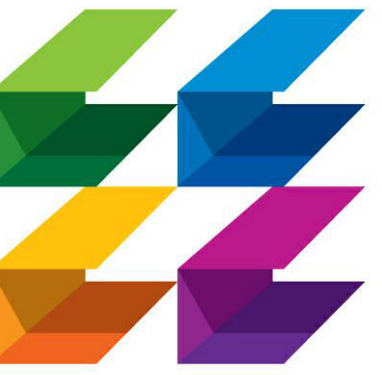
REVISIONS
5.19.24 BLDG. DEPT
COMMENTS

Scale: 1" = 20'

May 17, 2024 2:45:05 p.m.
Drawing: 13-0518.60.07_MP.DWG

SHEET 1 OF 1

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These drawings are the property of the architect and are not to be used for extensions or on other projects except by agreement in writing with the architect. A liability report any discrepancies to the architect. A revised license is required for a professional seal for public records requirement under Florida law.



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E-MAIL: office@csa-architects.com

ISSUED FOR :

FLEX SUB

DRC

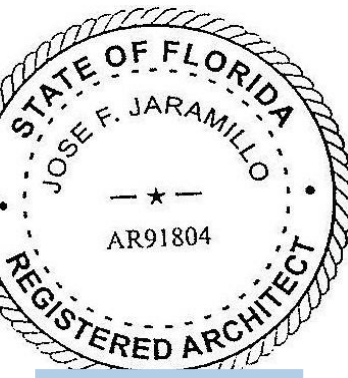
SPA

BIDS

PERMIT

CONSTRUCTION

SEAL



Jose F. Jaramillo, P.A. ARCHITECTS



2
A3.02
EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



1
A3.02
EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"

PROJECT TITLE

**WEST LAKE PALMS
RETAIL CENTER**

Project Address

REVISIONS

NUM.	DESCRIPTION	DATE

THESE DRAWINGS ARE PREPARED PER ESTABLISHED INDUSTRY STANDARDS AND REPRESENT THE ARCHITECT AND ENGINEERS DESIGN CONCEPT. THEY ARE NOT INTENDED TO PROVIDE EVERY DETAIL OR CONDITION REQUIRED TO CONSTRUCT THE BUILDING. THE CONTRACTOR THROUGH SUBMITTALS AND OTHER COORDINATION EFFORTS IS FULLY RESPONSIBLE FOR PROVIDING A COMPLETE AND OPERATIONAL BUILDING WHETHER INDICATED ON THE PLANS OR NOT.

DRAWING TITLE

**EXTERIOR
ELEVATIONS**

DATE

5.29.2024

DRAWN BY

240308

JOB NUMBER

DRAWING NUMBER

A3.02

5.29.2024
SPA SUBMITTAL

**Parcel H, Sub-parcel F-1, Westlake Palms
Loading Demand Analysis
June 21, 2024**

Location:	Westlake, FL
Total Building Area:	10,400 square feet
Number of Tenants:	5 to 7
Tenant Area Range:	1,500 to 2,900 square feet

Loading Space Requirement:

Pursuant to code, Chapter 8. PARKING REGULATIONS, Article 8.7, Section 8., the applicant is requesting a waiver to eliminate the requirement for two (2) 12' x 35, loading zones. The proposed building is 10,400 SF, Code requires 2 Loading Spaces for buildings 10,001 – 50,000 SF.

While small restaurants may occur, the tenant mix will not demand significant deliveries other than box trucks (Fed Ex & UPS). Loading zones are rarely if ever used by these types of services. A loading zone can be accommodated on the east side of the building if that demand arises.

Anticipated Transportation Delivery Schedule:

1. Daily Deliveries:

- Federal Express: 1 delivery per day
- UPS: 1 delivery per day

2. Weekly Deliveries:

- Private providers (Supplies and/or merchandise delivery): Each tenant is expected to receive one delivery per week.

Each tenant's delivery requirements are expected to be modest due to the small scale of their operations. The deliveries will be spread throughout the week, minimizing the impact on loading space availability.

Justification for the Elimination of the Loading Space Provision:

Unlike the Shoppes at Westlake Landings, the building's 4-sided architecture does not have a back of house. Its corner location warrants special architectural treatment and consideration. While small restaurants (> 3000 SF) may occur, the tenant mix will not demand significant deliveries other than box trucks (i.e., Fed Ex & UPS). Loading zones are rarely if ever used by these types of services. A loading zone can be accommodated

on the east side of the building if that demand arises. However, placing a loading zone on the east side of the building will detract for the highly articulated building architecture.

Conclusion:

In closing, there is room on the site to accommodate one (1) 12 x 35' loading zone should the need arise in the future. (Refer to the attached "Future Loading Zone Exhibit").

This report has been prepared in compliance with the City of Westlake Planning & Zoning Dept. request and is submitted by a registered landscape architect.

Prepared by:

Donaldson E. Hearing, PLA, ASLA, LEED

Principal / Landscape Architect

O: 561.747.6336 x102 | D: 561.406.1002 | M: 561.718.6010



Landscape Architects • Land Planners • Transportation

1934 Commerce Lane, Suite 1 | Jupiter, FL 33458 | www.cotleurhearing.com



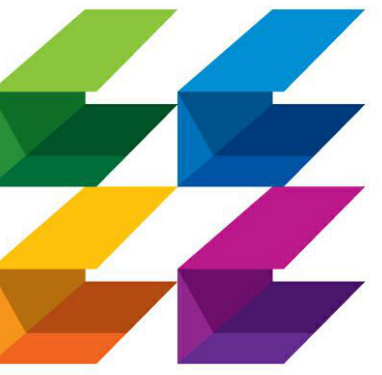
CHanging the Way we live to preserve Where we live.

Signed and Sealed this 21st day of June, 2024:

Donaldson E
Hearing:A010980001
015D8A13286A0001
79

Digitally signed by Donaldson E
Hearing:A010980000015D8
3286A00016979
Date: 2024.06.21 11:18:45 -0





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ISSUED FOR :

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DRC
SPA
BIDS
PERMIT
CONSTRUCTION
SEAL



Jose F. Jaramillo
REGISTERED ARCHITECT
AR91804

PROJECT TITLE

**WEST LAKE PALMS
RETAIL CENTER**

Project Address

REVISIONS

NUM.	DESCRIPTION	DATE

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DRAWING TITLE

**MATERIAL/3D
VIEW**

DATE

5.29.2024

DRAWN BY

240308

DRAWING NUMBER

A3.04



RESYSTA BUILDING PRODUCTS
SIDING PROFILE 6" PROFILE



SIDING - RESYSTA - 6" PROFILE-COLOR - PALE GOLDEN



SCREEN WALL - RESYSTA - 2 CHANNELS THICK - PALE GOLDEN



C02, Pale Golden



WHITE METAL CAP

PORCELAIN
TILE, TYP.

TYP. CMU WALL WITH SMOOTH STUCCO
FINISH - PAINT 1

TYP. SCREEN WALL
RESYSTA-PALE GOLDEN

SIDING-RESYSTA

PORCELAIN
TILE, TYP.

SOFFIT -RESYSTA SIDING
PALE GOLDEN

TYP. SCREEN WALL
RESYSTA-PALE GOLDEN

SIDING-RESYSTA

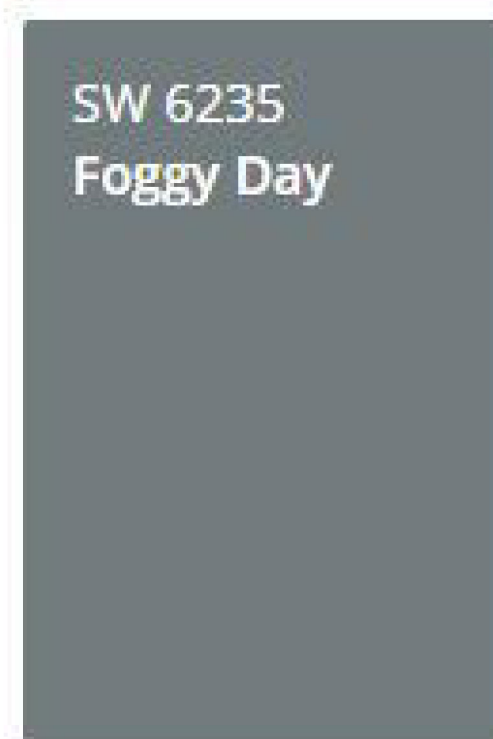
IMPACT RESISTANT STOREFRONT SYSTEM

ALUMINUM CANOPY-WHITE ESP. FIN

ALUMINUM CANOPY- WHITE ESP. FIN

TYP. SCREEN WALL
RESYSTA-PALE GOLDEN

TYP. CMU WALL WITH SMOOTH
STUCCO FINISH, PAINT 2



PAINT COLOR 2



PAINT COLOR 1



PORCELAIN TILE SLAB-GREY- 24X48-MATERIAL TO BE SELECTED



STOREFRONT SYSTEM
ES WINDOWS - WINDOW WALL SYSTEM ES-WW38-
WOOD GRAIN FINISH ON VERTICAL FRAMES- 8" SYSTEM
BRONZE FINISH FOR HORIZONTAL SYSTEM-

SPA SUBMITTAL

5.29.2024

May 30, 2024
Job No. 24-067

DRAINAGE STATEMENT

Westlake Palms
Westlake Landings Parcel F1
City of Westlake, Florida

SITE DATA

The subject parcel is located on the west side of Landings Drive 300' south of Persimmon and contains approximately 1.3 acres. The parcel is currently vacant and cleared. Proposed site development on the parcel consists of construction of roads and underground storm drainage systems to support the development of a proposed 10,400 SF retail building. For additional information regarding site location and layout, please refer to the site plan prepared by Cotleur & Hearing.

PROPOSED DRAINAGE

The site is located within the boundaries of the South Florida Water Management District (SFWMD) C-51 basin, Seminole Improvement District (S.I.D.) and the City of Westlake. It is proposed that runoff be directed to on-site inlets and storm sewer and then connected to the Landings Master Drainage System for water quality treatment and attenuation. Legal positive outfall is available via connection to the S.I.D. owned and maintained Master Drainage System which ultimately discharges to the South Florida Water Management District C-51 Canal. The master development has been permitted under SFWMD ERP No. 50-00021-S, Application No. 141120-2. Land use is consistent with the master permit for commercial areas.

Drainage design is to address the following:

1. Project shall be designed in compliance with Master Conceptual South Florida Water Management District Permit.

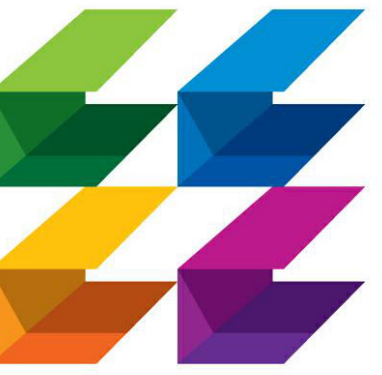
PROPOSED DRAINAGE (CONTINUED)

2. Building floor elevations to be set 12” above the level produced by the 100 year – 3 day (zero discharge) rainfall event for the master development. The 100 year – 3 day storm stage per Master Conceptual Permit equals 19.8 NAVD. Minimum Finished Floor Elevation to be set at or above Elevation 20.8 NAVD and shall be 18” minimum above adjacent road crown.
3. Allowable discharge to be in accordance with South Florida Water Management District and Seminole Improvement District criteria.

Required Permits/Approvals:

1. City of Westlake – Engineering Review
2. Seminole Improvement District – Drainage Permit
3. South Florida Water Management District – Major Permit Modification

<p>Phillip W. Rowe, Jr., Professional Engineer, State of Florida, License No. 54581</p> <p>This item has been digitally signed and sealed by Phillip W. Rowe, Jr., P.E., on 05/30/2024.</p> <p>Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.</p>	<p>Digitally signed by Phillip W Rowe Date: 2024.05.31 08:27:13-04'00'</p>
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ISSUED FOR :

FLEX SUB
DRC
SPA
BIDS
PERMIT
CONSTRUCTION
SEAL



Jose F. Jaramillo
AR91804

PROJECT TITLE

**WEST LAKE PALMS
RETAIL CENTER**

Project Address

REVISIONS

NUM.	DESCRIPTION	DATE

SPA SUBMITTAL

THESE DRAWINGS ARE PREPARED PER ESTABLISHED INDUSTRY STANDARDS AND REPRESENT THE ARCHITECT AND ENGINEERS DESIGN CONCEPT. THEY ARE NOT INTENDED TO PROVIDE EVERY DETAIL OR CONDITION REQUIRED TO CONSTRUCT THE BUILDING. THE CONTRACTOR THROUGH SUBMITTALS AND OTHER COORDINATION EFFORTS IS FULLY RESPONSIBLE FOR PROVIDING A COMPLETE AND OPERATIONAL BUILDING WHETHER INDICATED ON THE PLANS OR NOT.

DRAWING TITLE

FLOOR PLAN

DATE

5.29.2024

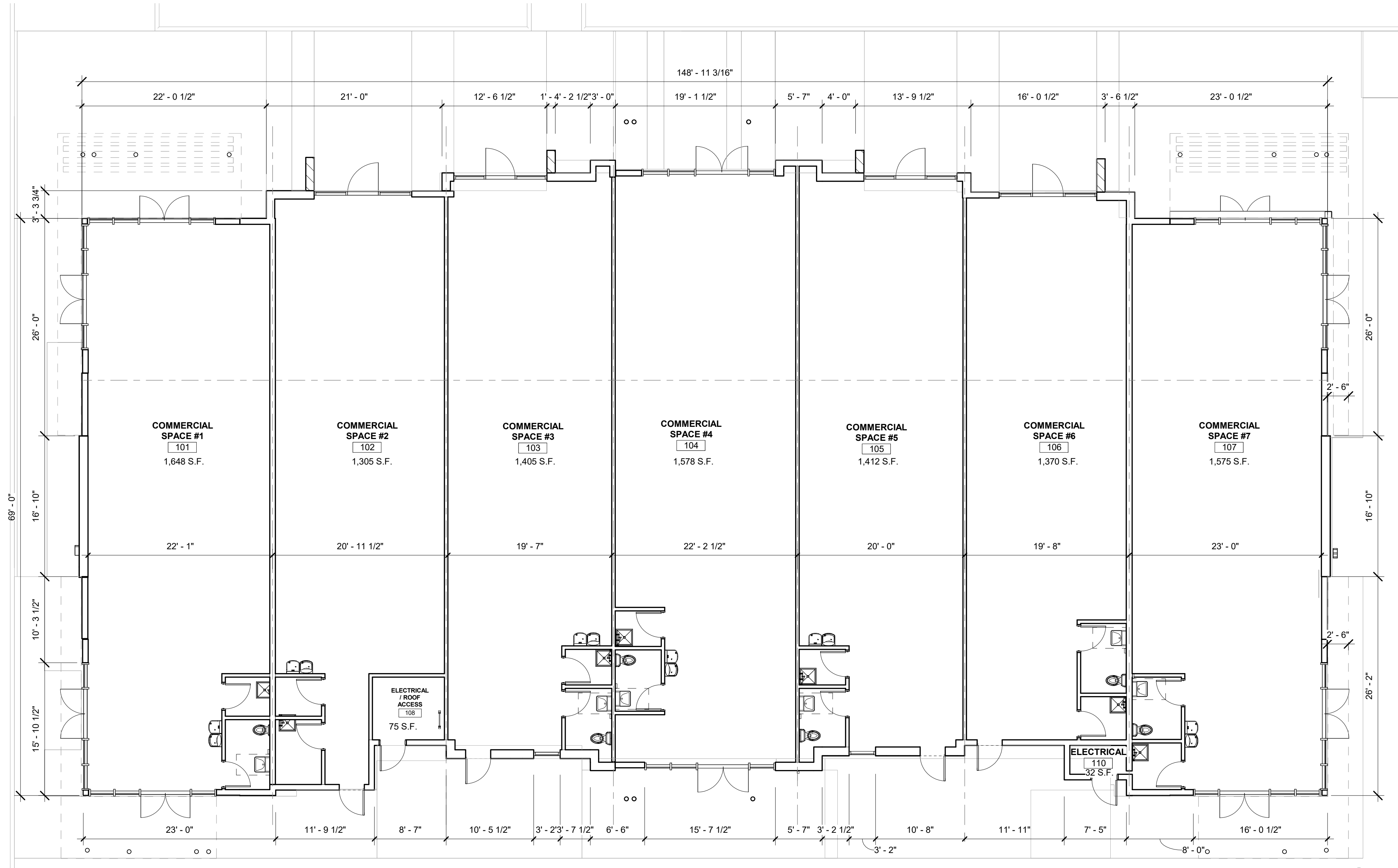
JOB NUMBER

240308

DRAWING NUMBER

A2.01

5.29.2024



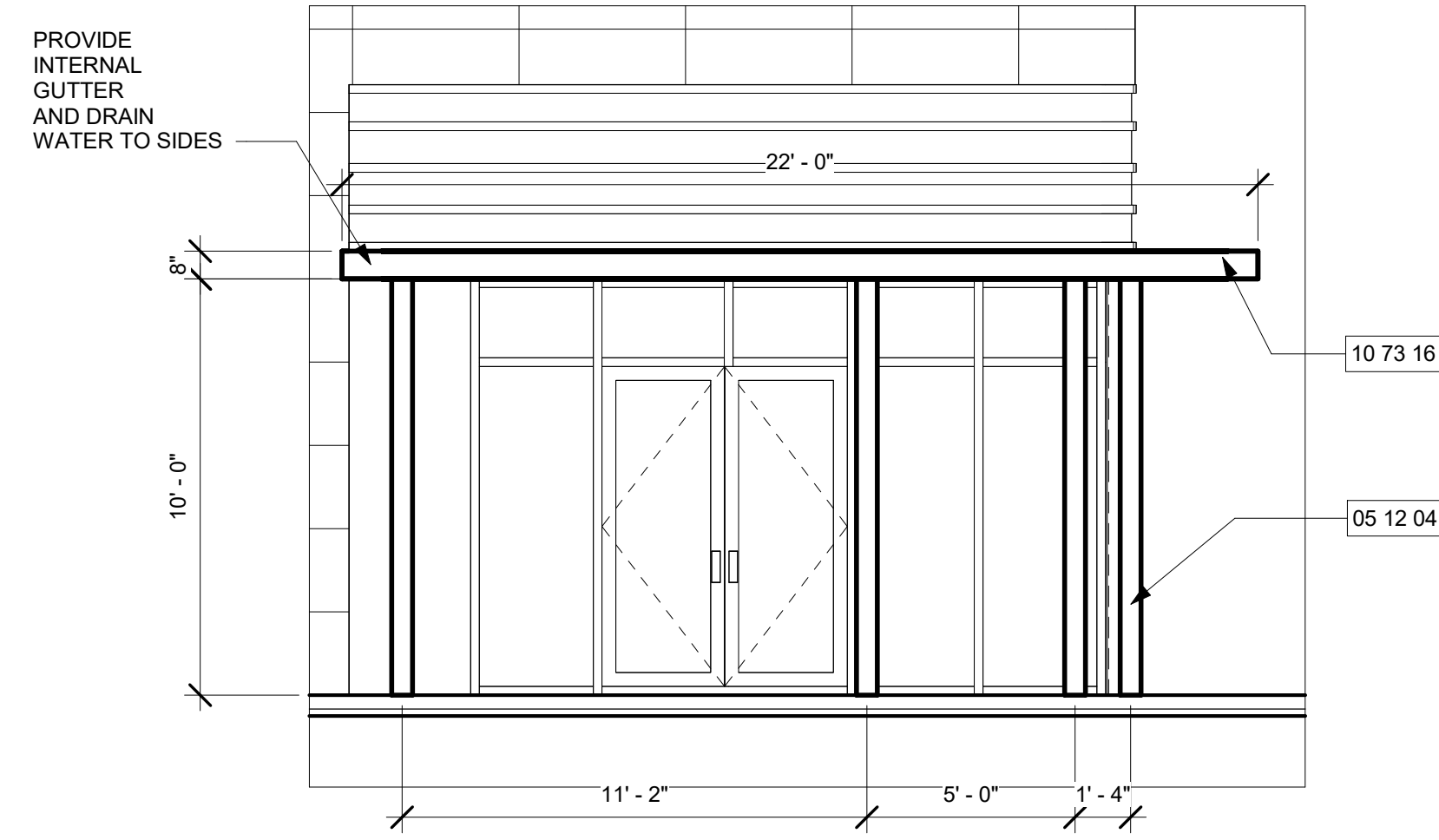
1 LEVEL 01 - SCHEMATIC FLOOR PLAN
A2.01 1/8" = 1'-0"

BUILDING DATA

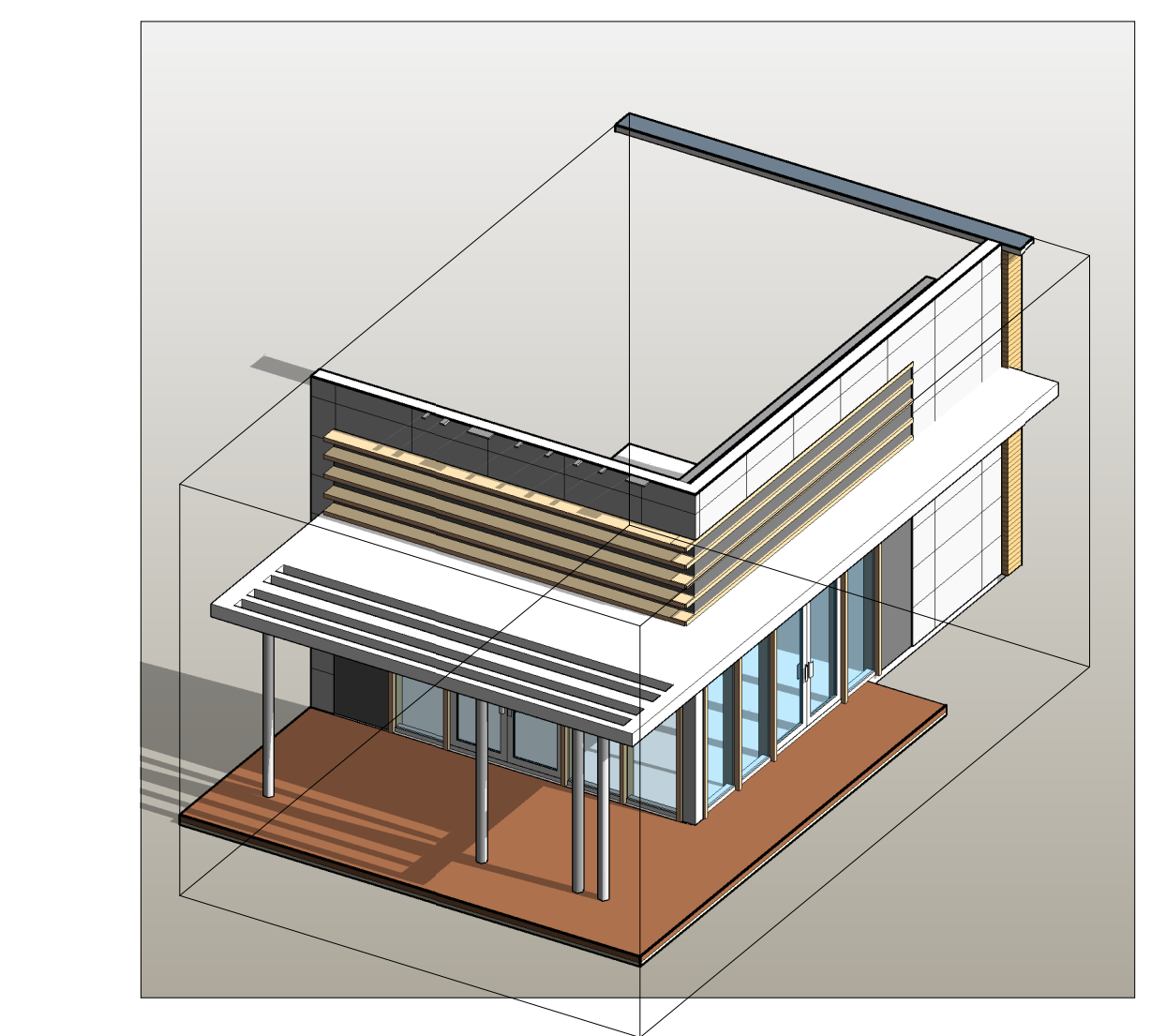
BAY 1- SHOPPING CENTER MIX USE	- 1,648 S.F.
BAY 2- SHOPPING CENTER MIX USE	- 1,305 S.F.
BAY 3- SHOPPING CENTER MIX USE	- 1,405 S.F.
BAY 4- SHOPPING CENTER MIX USE	- 1,578 S.F.
BAY 5- SHOPPING CENTER MIX USE	- 1,412 S.F.
BAY 6- SHOPPING CENTER MIX USE	- 1,370 S.F.
BAY 7- SHOPPING CENTER MIX USE	- 1,575 S.F.
MECH/ELECTRICAL ROOMS	- 107 S.F.
TOTAL AREA	- 10,400 S.F.

#	DESCRIPTION
05 12 04	STEEL COLUMN - WITH BREAK METAL COVERING IN WHITE POLISHED FINISH
10 73 16	ALUMINUM METAL CANOPY - WHITE ESP.

2 ROOF PLAN - CANOPY DETAIL
A2.01 1/8" = 1'-0"



4 TYP. CANOPY ELEVATION
A2.01 1/4" = 1'-0"



3 3D CANOPY DETAIL
A2.01

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6/19/2024 1:42:43 PM

May 29, 2024

Mr. Ken Cassel, City Manager
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

**Re: Westlake Pod H - Westlake Palms - #PTC24-056
Traffic Statement**

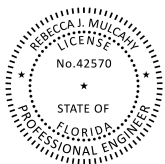
Dear Mr. Cassel:

The purpose of this letter is to present a trip generation analysis for the Pod H Parcel F1 (Westlake Palms) Site Plan Application, and an evaluation of the Development Order conditions as required by Engineering Conditions 6a and 6b. Westlake is an approved project under Article 12, Traffic Performance Standards, of the Palm Beach County Unified Land Development Code (ULDC) with a buildout year of 2035. While this statement is for the F1 Parcel, consisting of 10,400 SF of Shopping Center, all of Pod H is included in this traffic analysis, consisting of: 300,800 SF Light Industrial, 140,000 SF Self Storage, 47,529 SF Tractor Supply Store (including up to 23,572 SF of outdoor display area), 22,278 SF Shopping Center, 11,615 SF Fast Food Restaurant with Drive-thru, and 2,525 SF Coffee Shop with Drive-thru. It should be noted that not all parcels have been Site Planned yet. However, the trips associated with them are included in all of the proceeding analyses.

Attachment 1 provides a land use inventory of the approved uses, current request, and previously approved requests for Westlake. It also provides details of previous and the current traffic equivalencies. See the **Appendix** for the equivalency tables. The calculation of daily, AM and PM peak hour trips associated with Pod H is provided on **Attachment 2**. The cumulative trip generation for all proposed site plan applications is provided on **Attachments 3A, 3B and 3C** for the Daily, AM and PM peak hour trip, respectively. The internalization matrices are provided in the **Appendix**.

Attachment 4 provides a summary of engineering conditions associated with dwelling units or trips. As shown, there are several conditions applicable to this request. These conditions have been met or will be met upon building permit thresholds. Therefore, the proposed Site Plan Application is in compliance with the Westlake Development Order. The Pod H driveway volumes to date are shown on **Attachment 5**.

Sincerely,



Digitally signed by
Rebecca Mulcahy
Date: 2024.05.29
10:08:30 -04'00'

Rebecca J. Mulcahy, P.E.
Vice President

Attachments

Rebecca J. Mulcahy, State of Florida, Professional Engineer, License No. 42570
This item has been electronically signed and sealed by Rebecca J. Mulcahy, P.E. on 5/29/24 using a Digital Signature. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

Attachment 1
Westlake Pod H - Westlake Palms
Land Use Inventory

Land Use	ITE Code	Approved Intensity	Current Request (1)	Previously Submitted	Total Utilization To Date	Remaining To Be Built
Residential - SF	210	2,946 DUs		2,833	2,833	113
Residential - MF Condos.	230	600 DUs		380	380	220
Residential - 55+ Detached	251	800 DUs		800	800	-
Residential - 55+ Attached	252	200 DUs		-	-	200
Hotel	310	150 Rooms		-	-	150
Community College	540	3,000 Students		430 (2)	430	2,570
General Office	710	450,000 SF	35,000 (1)	104,000 (2)	139,000	311,000
Research & Devel.	760	600,000 SF	378,000 (1)	47,000 (2)	425,000	175,000
Light Industrial	110	450,000 SF		-	-	450,000
Shopping Center	820	500,000 SF	110,200 (1)	196,200 (2),(3)	306,400	193,600
Community Center	495	70,000 SF		24,675	24,675	45,325
Church	560	70,000 SF		38,155	38,155	31,845
Daycare	565	10,000 SF		-	-	10,000
Park	412	192 Acres		-	-	192

(1) These represent equivalent uses to the Pod H specialty uses. See Attachment E6 provided in the Appendix.

(2) See Attachment E1 provided in the Appendix.

(3) Includes 16,700 SF of Sales Center.

Attachment 2

Westlake Pod H - Westlake Palms

Trip Generation - Pod H Uses

DAILY

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips
Light Industrial	110	300,800 SF	4.96 / 1000 SF	50%	1,492
Self Storage	151	140,000 SF	1.51 / 1000 SF	50%	211
Tractor Supply Store*	810	47,529 SF	10.61 / 1000 SF (3)	50%	504
Strip Retail Plaza (<40k SF) **	822	22,278 SF	54.45 / 1000 SF (2)	50%	1,213
Fast Food Rest. With DT	934	11,615 SF	470.95 / 1000 SF	50%	5,470
Coffee/Donut Shop With DT	937	2,525 SF	820.38 / 1000 SF	50%	2,071
Commercial Uses Subtotal		223,947 SF			9,469
Pod H Total					10,961

AM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips		
					In	Out	Trips
Light Industrial	110	300,800 SF	0.7 / 1000 SF	88%	186	25	211
Self Storage	151	140,000 SF	0.1 / 1000 SF	60%	8	6	14
Tractor Supply Store*	810	47,529 SF	0.99 / 1000 SF (3)	67%	31	16	47
Strip Retail Plaza (<40k SF) **	822	22,278 SF	2.36 / 1000 SF (2)	60%	32	21	53
Fast Food Rest. With DT	934	11,615 SF	40.19 / 1000 SF	51%	238	229	467
Coffee/Donut Shop With DT	937	2,525 SF	88.99 / 1000 SF	51%	115	110	225
Commercial Uses Subtotal					424	382	806
Pod H Total					610	407	1,017

PM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips		
					In	Out	Trips
Light Industrial	110	300,800 SF	0.63 / 1000 SF	13%	25	165	190
Self Storage	151	140,000 SF	0.17 / 1000 SF	47%	11	13	24
Tractor Supply Store*	810	47,529 SF	1.40 / 1000 SF (2)	47%	31	36	67
Strip Retail Plaza (<40k SF) **	822	22,278 SF	6.59 / 1000 SF (2)	50%	74	73	147
Fast Food Rest. With DT	934	11,615 SF	32.67 / 1000 SF	52%	197	182	379
Coffee/Donut Shop With DT	937	2,525 SF	43.38 / 1000 SF	50%	55	55	110
Commercial Uses Subtotal					368	359	727
Pod H Total					393	524	917

* Includes 23,957 SF Indoor space and 23,572 SF Outdoor display area.

** Includes 10,400 SF for Westlake Palms.

(1) Source: Palm Beach County Traffic Division and ITE Trip Generation, 10th Edition.

(2) Source: Palm Beach County Traffic Division and ITE Trip Generation, 11th Edition.

(3) Trip rate not available. Used ratio of PM peak hour rates for Tractor Supply Store and Building Materials and Lumber Store (ITE Code 812)

Attachment 3A
Westlake Pod H - Westlake Palms
Daily Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips	Internal Trips (2)	External Trips	Interzonal Trips (2) (4)	External Trips	Pass-by Trips (1)	New Trips			
Residential - MF Condos.	230	- DUs	6.65 /DU	-	-	0.0%	-	-	0.0%	-	-	0%	-
Residential - 55+ Detached	251	- DUs	8 /DU	-	-	0.0%	-	-	0.0%	-	-	0%	-
Residential - 55+ Attached	252	- DUs	6 /DU	-	-	0.0%	-	-	0.0%	-	-	0%	-
General Office	710	- SF	$\text{Ln}(T) = 0.77\text{Ln}(X) + 3.65$	-	-	14.1%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	$\text{Ln}(T) = 0.83\text{Ln}(X) + 3.09$ (3)	-	-	14.1%	-	-	0.0%	-	-	10%	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calcd	1,492	210	14.1%	1,282	146	9.8%	1,136	114	10%	1,022
Shopping Center	820	- SF	$\text{Ln}(T) = 0.65\text{Ln}(X) + 5.83$	-	-	2.6%	-	-	0.0%	-	-	28.7%	-
Park	412	- Acres	2.28 /Acre	-	-	10.0%	-	-	0.0%	-	-	0%	-
Car Wash	PBC	1 Lane	166 /Lane	166	4	2.6%	162	45	27.1%	117	-	0%	117
Pod G SW Light Industrial	110	145,643 SF	6.97 /1000 SF	1,015	143	14.1%	872	103	10.1%	769	77	10%	692
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calcd	9,469	246	2.6%	9,223	1,009	10.7%	8,214	2,357	28.7%	5,857
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	14.3 X PM Peak Hour Trips	3,818	99	2.6%	3,719	430	11.3%	3,289	2,006	61%	1,283
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calcd	9,783	254	2.6%	9,529	1,054	10.8%	8,475	2,432	28.7%	6,043
TOTALS				25,743	956	3.7%	24,787	2,787	10.8%	22,000	6,986		15,014

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips	Internal Trips (2)	External Trips	Interzonal Trips (2)	External Trips	Pass-by Trips (1)	New Trips			
Residential - SF (N,O,T,U,V)	210	1,143 DUs	10 /DU	11,430	240	2.1%	11,190	789	6.9%	10,401	-	0%	10,401
Residential - SF (F,M,P,Q,R,S)	210	1,690 DUs	10 /DU	16,900	355	2.1%	16,545	1,166	6.9%	15,379	-	0%	15,379
Residential - MF Condos.	230	380 DUs	6.65 /DU	2,527	53	2.1%	2,474	172	6.8%	2,302	-	0%	2,302
Residential - 55+ Detached	251	800 DUs	8 /DU	6,400	134	2.1%	6,266	435	6.8%	5,831	-	0%	5,831
Hotel	310	- Rooms	8.92 /Room	-	-	0.0%	-	-	0.0%	-	-	10%	-
Community College	540*	- Students	2.29 /Student	-	-	0.0%	-	-	0.0%	-	-	0%	-
General Office	710	- SF	$\text{Ln}(T) = 0.77\text{Ln}(X) + 3.65$	-	-	29.5%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	$\text{Ln}(T) = 0.83\text{Ln}(X) + 3.09$ (3)	-	-	29.5%	-	-	0.0%	-	-	10%	-
Light Industrial	110	- SF	6.97 /1000 SF	-	-	29.5%	-	-	0.0%	-	-	10%	-
Shopping Center	820	16,700 SF	$\text{Ln}(T) = 0.65\text{Ln}(X) + 5.83$	2,122	997	47.0%	1,125	163	7.7%	962	352	36.6%	610
Park	412	- Acres	2.28 /Acre	-	-	27.8%	-	-	0.0%	-	-	0%	-
Community Center	495	24,675 SF	33.82 /1000 SF	835	232	27.8%	603	-	0.0%	603	30	5%	573
Church	560	38,155 SF	9.11 /1000 SF	348	97	27.8%	251	-	0.0%	251	13	5%	238
Daycare	565	- SF	74.06 /1000 SF	-	-	27.8%	-	-	0.0%	-	-	50%	-
ISTF	N/A	- Complex	Pre-Calcd	-	-	0.0%	-	-	0.0%	-	-	0%	-
FSED	650	12,379 SF	Pre-Calcd	309	104	33.5%	205	19	6.2%	186	19	10%	167
Tax Collector	730	23,735 SF	Pre-Calcd	536	158	29.5%	378	43	8.1%	335	34	10%	301
TOTALS				41,407	2,370	5.7%	39,037	2,787	6.7%	36,250	448		35,802

COMBINED TOTALS				67,150	3,326	5.0%	63,824	5,574	8.3%	58,250	7,434		50,816
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* Rate obtained from Palm Beach State College trip generation study by Kimley-Horn.

(1) Source: Palm Beach County ULDC Article 13, unless otherwise noted. Retail pass-by rate limited to 28.7% per approved study.

(2) Utilized average of individual AM and PM peak hour internalization rates. Resultant interzonal trips are calculated based on total trips, consistent with the methodology in the approved traffic study.

(3) Source: Institute of Transportation Engineers, Trip Generation, 9th Edition.

(4) Minor adjustments made to balance with the east side interzonal trips.

Shaded cells represent current request.

Attachment 3B
Westlake Pod H - Westlake Palms
AM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips			Internal Trips (2)	External Trips			Interzonal Trips (2)	External Trips			Pass-by Trips (3)	New Trips					
				In	Out	Total		In	Out	Total		In	Out	Total		In	Out	Total			
Residential - MF Condos.	230	- DUs	Ln(T) = 0.80Ln(x)+0.26 (17/83)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
Residential - 55+ Detached	251	- DUs	0.22 /DU (35/65)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
Residential - 55+ Attached	252	- DUs	0.2 /DU (34/66)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
General Office	710	- SF	Ln(T) = 0.80Ln(x)+1.57 (88/12)	-	-	-	-	6.7%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	6.7%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	186	25	211	14	6.7%	179	18	197	9	4.3%	171	17	188	19	10%	154	15	169
Shopping Center	820	- SF	0.96 /1000 SF (62/38)	-	-	-	-	1.5%	-	-	-	-	0.0%	-	-	-	28.7%	-	-	-	
Park	412	- Acres	0.02 /Acre (61/39)	-	-	-	-	10.0%	-	-	-	-	10.0%	-	-	-	0%	-	-	-	
Car Wash	PBC	1 Lane	11.97 /Lane (50/50)	6	6	12	-	1.5%	6	6	12	1	8.3%	6	5	11	0%	6	5	11	
Pod G SW Light Industrial	110	145,643 SF	0.92 /1000 SF (88/12)	118	16	134	9	6.7%	112	13	125	6	4.5%	106	13	119	12	10%	95	12	107
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	424	382	806	12	1.5%	418	376	794	14	1.7%	411	369	780	224	28.7%	293	263	556
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	4	1.5%	132	131	263	5	1.9%	130	128	258	157	61%	51	50	101
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	240	203	443	7	1.5%	237	199	436	8	1.8%	233	195	428	123	28.7%	166	139	305
TOTALS				1,108	765	1,873	46	2.5%	1,084	743	1,827	43	2.3%	1,057	727	1,784	535		765	484	1,249

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips			Internal Trips (2)	External Trips			Interzonal Trips (2)	External Trips			Pass-by Trips (3)	New Trips					
				In	Out	Total		In	Out	Total		In	Out	Total		In	Out	Total			
Residential - SF (N,O,T,U,V)	210	1,143 DUs	0.75 /DU (25/75)	214	643	857	9	1.0%	212	636	848	12	1.4%	209	627	836	-	0%	209	627	836
Residential - SF (F,M,P,Q,R,S)	210	1,690 DUs	0.75 /DU (25/75)	317	951	1,268	13	1.0%	313	942	1,255	18	1.4%	308	929	1,237	-	0%	308	929	1,237
Residential - MF Condos.	230	380 DUs	Ln(T) = 0.80Ln(x)+0.26 (17/83)	26	124	150	2	1.0%	26	122	148	2	1.3%	25	121	146	-	0%	25	121	146
Residential - 55+ Detached	251	800 DUs	0.22 /DU (35/65)	62	114	176	2	1.0%	61	113	174	2	1.1%	60	112	172	-	0%	60	112	172
Hotel	310	- Rooms	0.53 /Room (59/41)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Community College	540*	- Students	0.11 /Student (87/13)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
General Office	710	- SF	Ln(T) = 0.80Ln(x)+1.57 (88/12)	-	-	-	-	12.7%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	12.7%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Light Industrial	110	- SF	0.92 /1000 SF (88/12)	-	-	-	-	12.7%	-	-	-	-	0.0%	-	-	-	10%	-	-	-	
Shopping Center	820	16,700 SF	0.96 /1000 SF (62/38)	10	6	16	10	62.5%	3	3	6	2	12.5%	2	2	4	1	36.6%	1	2	3
Park	412	- Acres	0.02 /Acre (61/39)	-	-	-	-	26.4%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
Community Center	495	24,675 SF	2.05 /1000 SF (66/34)	34	17	51	13	26.4%	25	13	38	-	0.0%	25	13	38	2	5%	24	12	36
Church	560	38,155 SF	0.56 /1000 SF (62/38)	13	8	21	6	26.4%	10	5	15	-	0.0%	10	5	15	1	5%	10	4	14
Daycare	565	- SF	12.18 /1000 SF (53/47)	-	-	-	-	26.4%	-	-	-	-	0.0%	-	-	-	50%	-	-	-	
ISTF	N/A	- Complex	Pre-Calc'd	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	0%	-	-	-	
FSED	650	12,379 SF	Pre-Calc'd	7	7	14	2	14.3%	7	5	12	1	7.1%	8	3	11	1	10%	7	3	10
Tax Collector	730	23,735 SF	Pre-Calc'd	59	20	79	10	12.7%	52	17	69	5	6.3%	56	8	64	6	10%	50	8	58
TOTALS				742	1,890	2,632	67	2.5%	709	1,856	2,565	42	1.6%	703	1,820	2,523	11		694	1,818	2,512

COMBINED TOTALS				1,850	2,655	4,505	113	2.5%	1,793	2,599	4,392	85	1.9%	1,760	2,547	4,307	546		1,459	2,302	3,761
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* Rate obtained from Palm Beach State College trip generation study by Kimley-Horn.

(1) Source: Institute of Transportation Engineers, Trip Generation, 9th Edition, unless otherwise noted.

(2) Internalization matrices, included in the Appendix, calculate the interzonal trips. Resultant interzonal percentages are calculated based on total trips, consistent with the methodology in the approved traffic study.

(3) Source: Palm Beach County ULDC Article 13. Retail pass-by rate limited to 28.7% per approved study.

Shaded cells represent current request.

Attachment 3C
Westlake Pod H - Westlake Palms
PM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips			Internal Trips (2)		External Trips			Interzonal Trips (2)		External Trips			Pass-by Trips (3)		New Trips		
				In	Out	Total	In	Out	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	
Residential - MF Condos.	230	- DUs	$\text{Ln}(T) = 0.82\text{Ln}(x)+0.32 (67/33)$	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Detached	251	- DUs	$0.27 /\text{DU} (61/39)$	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Attached	252	- DUs	$0.25 /\text{DU} (54/46)$	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	$1.49 /1000 \text{ SF} (17/83)$	-	-	-	-	21.5%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	$\text{Ln}(T) = 0.83\text{Ln}(X)+1.06 (15/85)$	-	-	-	-	21.5%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	227,000 SF	Pre-Calc'd	25	165	190	41	21.5%	17	132	149	22	11.6%	10	117	127	13	10%	9	105	114
Shopping Center	820	- SF	$\text{Ln}(T) = 0.67\text{Ln}(X)+3.31 (48/52)$	-	-	-	-	3.7%	-	-	-	1	0.0%	-	(1)	(1)	-	28.7%	-	(1)	(1)
Park	412	- Acres	$0.09 /\text{Acre} (61/39)$	-	-	-	-	10.0%	-	-	-	-	10.0%	-	-	-	-	0%	-	-	-
Car Wash	PBC	1 Lane	$13.65 /\text{Lane} (50/50)$	7	7	14	1	3.7%	7	6	13	5	35.7%	6	2	8	-	0%	6	2	8
Pod G SW Light Industrial	110	145,643 SF	$0.97 /1000 \text{ SF} (12/88)$	17	124	141	30	21.5%	13	98	111	17	12.1%	8	86	94	9	10%	7	78	85
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	368	359	727	27	3.7%	346	354	700	114	15.7%	316	270	586	168	28.7%	225	193	418
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	$12.3*\text{FP} + 15.5(X) (50/50)$	134	133	267	10	3.7%	126	131	257	44	16.5%	114	99	213	130	61%	44	39	83
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	446	448	894	33	3.7%	419	442	861	140	15.7%	382	339	721	207	28.7%	272	242	514
TOTALS				997	1,236	2,233	142	6.4%	928	1,163	2,091	343	15.4%	836	912	1,748	527		563	658	1,221

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips			Internal Trips (2)		External Trips			Interzonal Trips (2)		External Trips			Pass-by Trips (3)		New Trips		
				In	Out	Total	In	Out	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	
Residential - SF (N,O,T,U,V)	210	1,143 DUs	$\text{Ln}(T) = 0.90\text{Ln}(x)+0.51 (63/37)$	593	348	941	29	3.1%	576	336	912	117	12.4%	492	303	795	-	0%	492	303	795
Residential - SF (F,M,P,Q,R,S)	210	1,690 DUs	$\text{Ln}(T) = 0.90\text{Ln}(x)+0.51 (63/37)$	843	495	1,338	40	3.1%	819	479	1,298	166	12.4%	700	432	1,132	-	0%	700	432	1,132
Residential - MF Condos.	230	380 DUs	$\text{Ln}(T) = 0.82\text{Ln}(x)+0.32 (67/33)$	121	59	180	6	3.1%	118	56	174	22	12.2%	102	50	152	-	0%	102	50	152
Residential - 55+ Detached	251	800 DUs	$0.27 /\text{DU} (61/39)$	132	84	216	7	3.1%	128	81	209	27	12.5%	109	73	182	-	0%	109	73	182
Hotel	310	- Rooms	$0.6 /\text{Room} (51/49)$	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Community College	540*	- Students	$0.14 /\text{Student} (54/46)$	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	$1.49 /1000 \text{ SF} (17/83)$	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	$\text{Ln}(T) = 0.83\text{Ln}(X)+1.06 (15/85)$	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Light Industrial	110	- SF	$0.97 /1000 \text{ SF} (12/88)$	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Shopping Center	820	16,700 SF	$\text{Ln}(T) = 0.67\text{Ln}(X)+3.31 (48/52)$	87	94	181	57	31.5%	67	57	124	5	2.8%	63	56	119	44	36.6%	40	35	75
Park	412	- Acres	$0.09 /\text{Acre} (61/39)$	-	-	-	-	29.2%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	24,675 SF	$2.74 /1000 \text{ SF} (49/51)$	33	35	68	20	29.2%	23	25	48	-	0.0%	23	25	48	2	5%	22	24	46
Church	560	38,155 SF	$0.55 /1000 \text{ SF} (48/52)$	10	11	21	6	29.2%	7	8	15	-	0.0%	7	8	15	1	5%	7	7	14
Daycare	565	- SF	$12.34 /1000 \text{ SF} (47/53)$	-	-	-	-	29.2%	-	-	-	-	0.0%	-	-	-	-	50%	-	-	-
ISTF	N/A	- Complex	Pre-Calc'd	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
FSED	650	12,379 SF	Pre-Calc'd	9	10	19	10	52.6%	2	7	9	1	5.3%	2	6	8	1	10%	2	5	7
Tax Collector	730	23,735 SF	Pre-Calc'd	13	28	41	19	46.3%	4	18	22	4	9.8%	5	13	18	2	10%	5	11	16
TOTALS				1,841	1,164	3,005	194	6.5%	1,744	1,067	2,811	342	11.4%	1,503	966	2,469	50		1,479	940	2,419

COMBINED TOTALS				2,838	2,400	5,238	336	6.4%	2,672	2,230	4,902	685	13.1%	2,339	1,878	4,217	577		2,042	1,598	3,640
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* Rate obtained from Palm Beach State College trip generation study by Kimley-Horn.

(1) Source: Institute of Transportation Engineers, Trip Generation, 9th Edition, unless otherwise noted.

(2) Internalization matrices, included in the Appendix, calculate the interzonal trips. Resultant interzonal percentages are calculated based on total trips, consistent with the methodology in the approved traffic study.

(3) Source: Palm Beach County ULDC Article 13. Retail pass-by rate limited to 28.7% per approved study.

Shaded cells represent current request.

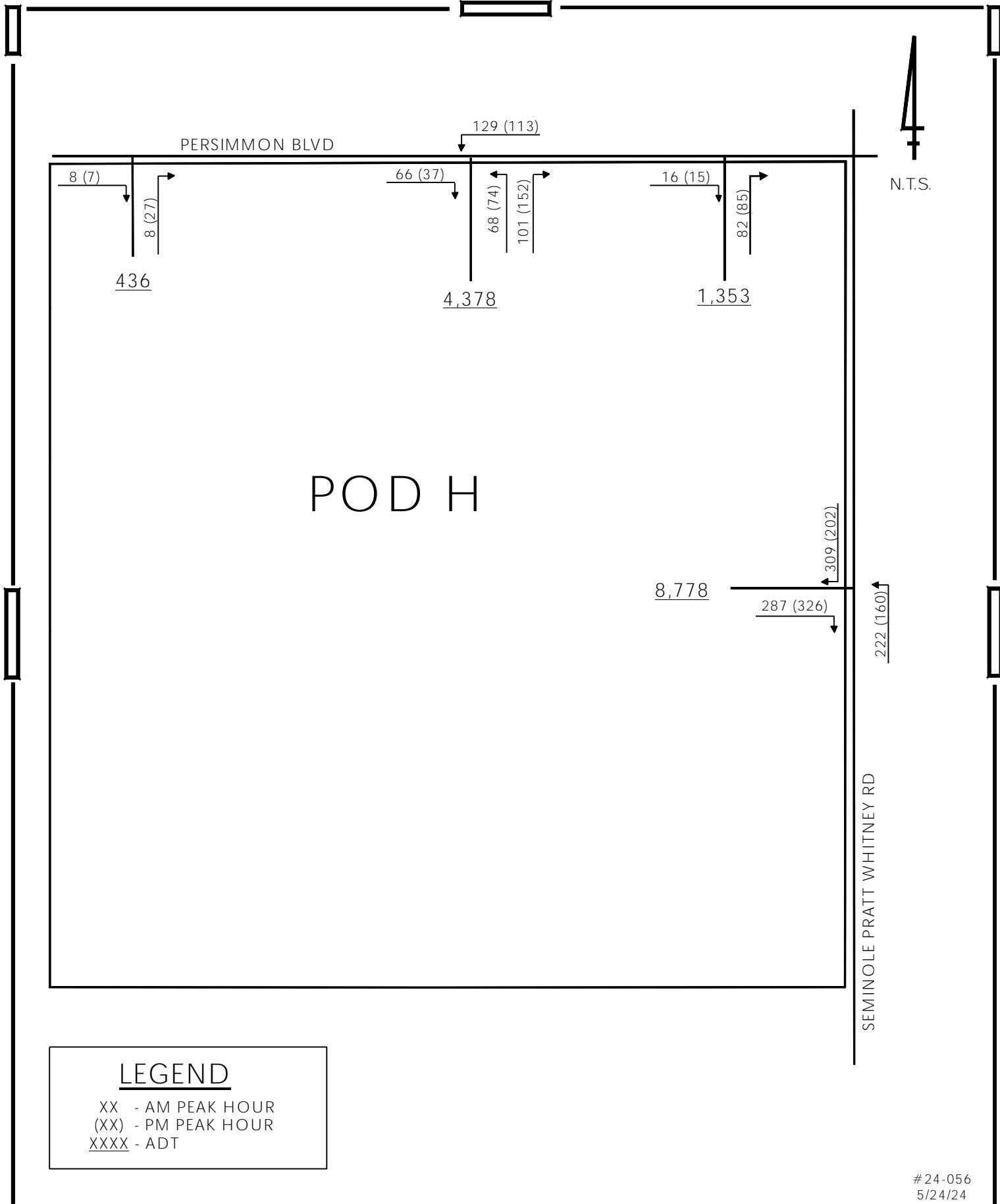
Approved Total

4,932

Attachment 4
Westlake Pod H - Westlake Palms
Conditions Associated with Units or Trips ⁽¹⁾

Cond. #	Threshold			Improvement			Applicable ?	Met ?	Notes
	Units	Trips	Date	Roadway	Link	Lanes			
1b	39			Seminole Pratt Whitney Rd	Seminole Ridge H.S. to M Canal	4LD	✓	Yes	Completed.
1c	83		10/1/2019	Northlake Blvd	Hall Blvd to Coconut Blvd	4LD	✓	Yes	Determined to be met as not applicable.
1d	98		10/1/2019	SR 7	Okeechobee Blvd to 60th St N	4LD	✓	Yes	Determined to be met as not applicable.
1e	304		10/1/2018	SR 7	60th St N to Northlake Blvd	4LD	✓	Yes	Determined to be met as not applicable.
1f	447	251 AM Out	10/1/2017	Northlake Blvd	Seminole Pratt Whitney to Hall Blvd	4LD	✓	Yes	Determined to be met as not applicable.
1g	536		10/1/2016	Intersection	60th St N / RPB Blvd		✓	Yes	Determined to be met as not applicable.
1h	872			Prop Share Payment	\$7,984,927		✓	Yes	Paid on 12/7/20.
1i	1,021	574 AM Out	10/1/2020	Southern Blvd	Lion Country Safari to Forest Hill Blvd	6LD	✓	Yes	Determined to be met as not applicable.
1j	1,904	1071 AM Out		Prop Share Payment	\$7,356,582		✓	Yes	Paid on 6/16/22
1k	2,269	1276 AM Out	10/1/2020	Roebuck Rd	SR 7 to Jog Rd (or Pay \$1,144,578)	4LD	✓	Yes	Determined to be met as not applicable.
1l	2,430	1367 AM Out		Prop Share Payment	\$3,667,913		✓	No	To be paid when building permits reach trip threshold.
1m	2,581	1452 AM Out		Prop Share Payment	\$9,855,072		✓	No	To be paid when building permits reach trip threshold.
1n	2,706	756 PM Out		Prop Share Payment	\$8,653,561		✓	Yes	Paid on 6/16/22
1o	3,045	1713 AM Out		Prop Share Payment	\$4,558,546		✓	No	To be paid when building permits reach trip threshold.
1p	3,240	1822 AM Out		Prop Share Payment	\$1,180,850		✓	No	To be paid when building permits reach trip threshold.
1q	3446 + 600Condos + 2 55+ Units	2118 AM Out		Prop Share Payment	\$2,281,800		✓	No	To be paid when building permits reach trip threshold.
1r		2125 PM Out		Prop Share Payment	\$832,533				
				CRALLS Payment	\$3,363,800				
1s		2192 AM Out		Prop Share Payment	\$3,701,222		✓	No	To be paid when building permits reach trip threshold.

(1) Per the Proportionate Share Agreement.



APPENDIX

Attachment E1
Westlake Pod H - Westlake Palms
Traffic Equivalency Table*

Approved Use --->	Office [450,000 SF]		R&D [600,000 SF]		Shopping Center [500,000 SF]		Comm. College [3,000 Std.]	
	West	East	West	East	West	East	West	East
	150,000	300,000	425,000	175,000	350,000	150,000	0	3,000
<u>New Use</u>								
Free-Standing Emerg. Dept. (12,379 SF)		-4,000						
7-11 Gas Station/C-Store and Carwash			-47,000					
ISTF & Tax Collector's Office (23,735 SF)								-3,000
Publix at Westlake Plaza (129,700 SF)	-100,000				-140,000			
Pod G Southwest (145,643 SF Light Industrial)					-39,500			
Withdrawal of ISTF								2,570
New Total Allowed	50,000	296,000	378,000	175,000	170,500	150,000	0	2,570
	346,000		553,000		320,500		2,570	

* All equivalencies to date, EXCLUDING Pod H.

Attachment E6
Westlake Pod H - Westlake Palms
Final Traffic Equivalency Table*

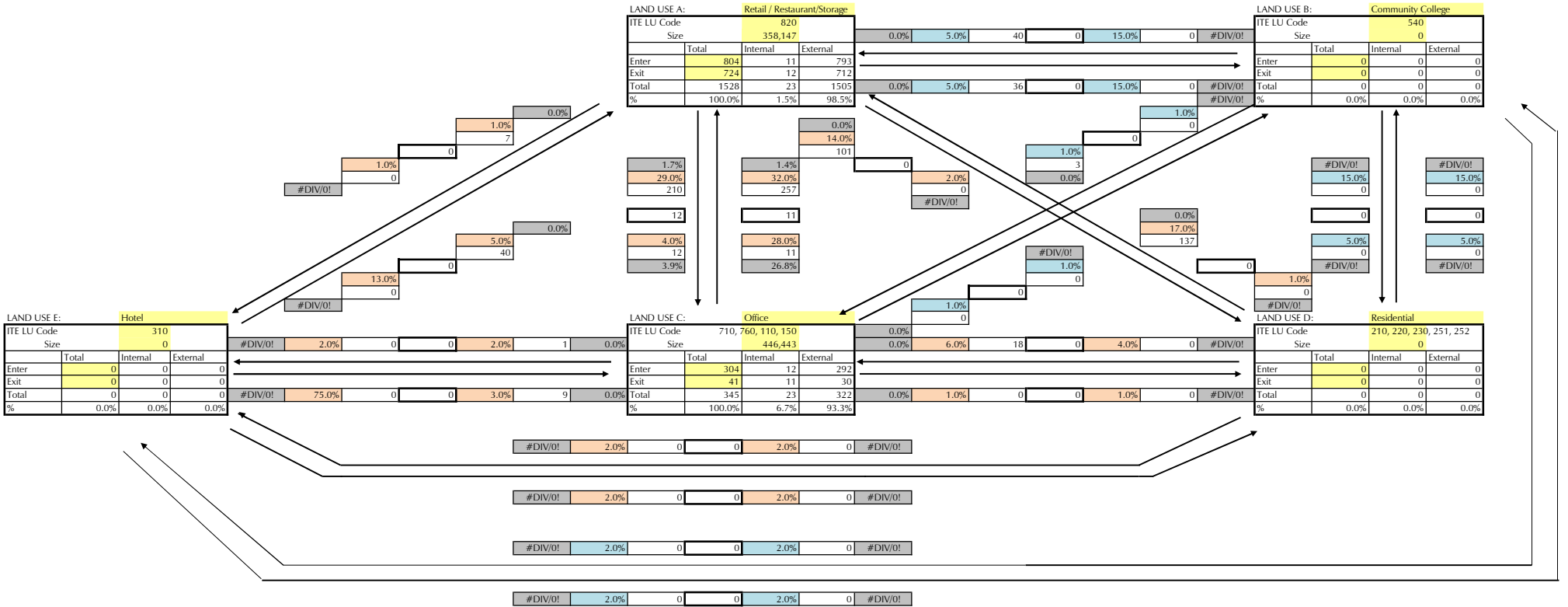
Approved Use --->	Office [450,000 SF]		R&D [600,000 SF]		Shopping Center [500,000 SF]		Comm. College [3,000 Std.]	
	West	East	West	East	West	East	West	East
	150,000	300,000	425,000	175,000	350,000	150,000	0	3,000
<u>New Use</u>								
Free-Standing Emerg. Dept. (12,379 SF)		-4,000						
7-11 Gas Station/C-Store and Carwash			-47,000					
ISTF & Tax Collector's Office (23,735 SF)								-3,000
Publix at Westlake Plaza (129,700 SF)	-100,000				-140,000			
Pod G Southwest (145,643 SF Light Industrial)					-39,500			
Withdrawal of ISTF								2,570
Pod H (Mix of Commercial Uses)**	-35,000		-378,000		-110,200			
New Total Allowed	15,000	296,000	0	175,000	60,300	150,000	0	2,570
	311,000		175,000		210,300		2,570	

* All equivalencies to date, INCLUDING Pod H.

** See Attachment 2 for uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - West Side
 TIME PERIOD: AM Peak Hour Traffic
 DATE: 05/22/24



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	793	0	292	0	0	1085
Exit	712	0	30	0	0	742
Total	1505	0	322	0	0	1827
Single-Use Trip Gen.Estimate	1528	0	345	0	0	1873

INTERNAL CAPTURE

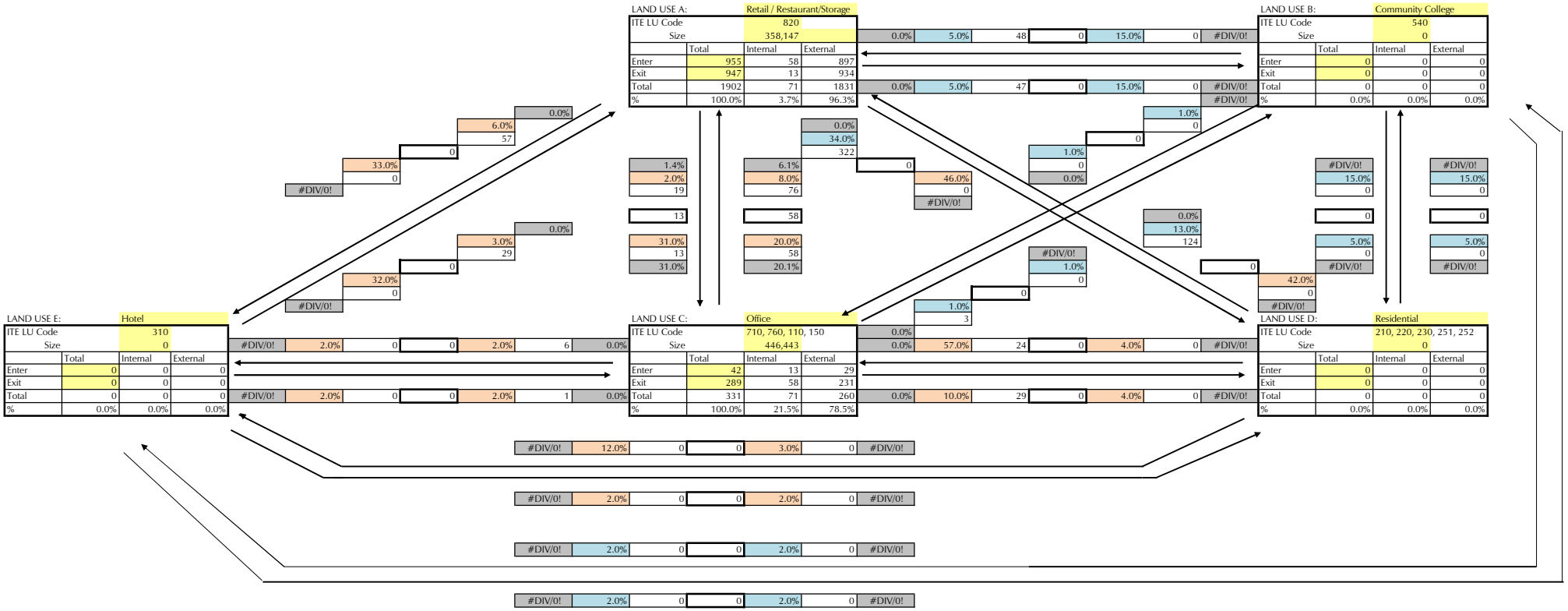
2.5%

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - West Side
 TIME PERIOD: PM Peak Hour Traffic
 DATE: 05/22/24



	Net External Trips for Multi-Use Development					TOTAL
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	
Enter	897	0	29	0	0	926
Exit	934	0	231	0	0	1165
Total	1831	0	260	0	0	2091
Single-Use Trip Gen. Estimate	1902	0	331	0	0	2233
						6.4%

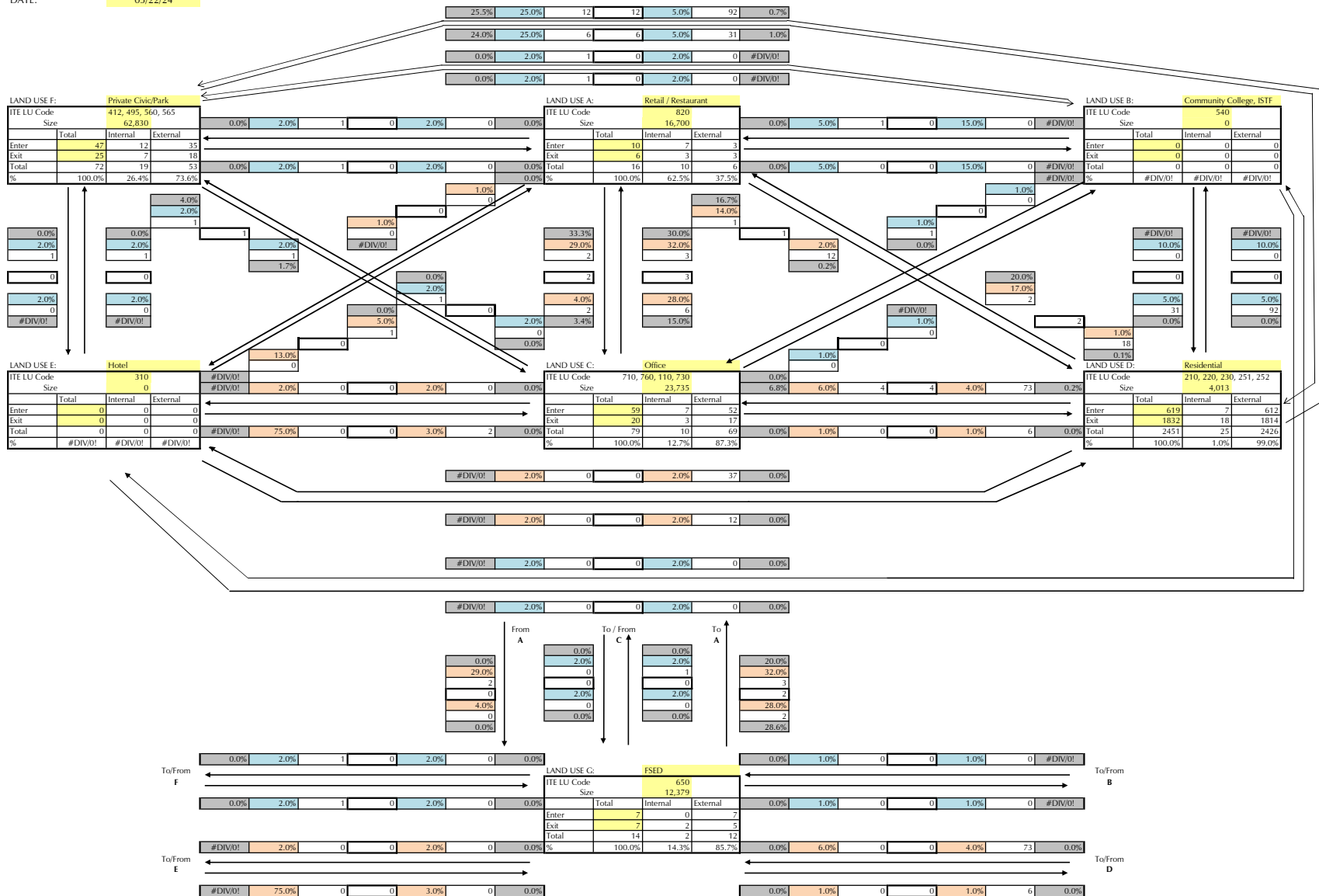
INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - East Side
 TIME PERIOD: AM Peak Hour Traffic
 DATE: 05/22/24



	LU. A	LU. B	LU. C	LU. D	LU. E	LU. F	LU. G	TOTAL
Enter	3	0	52	612	0	35	7	709
Exit	3	0	17	1814	0	18	5	1857
Total	6	0	69	2426	0	53	12	2566
Single-Use Trip Gen. Estimate	16	0	79	2451	0	72	14	2632

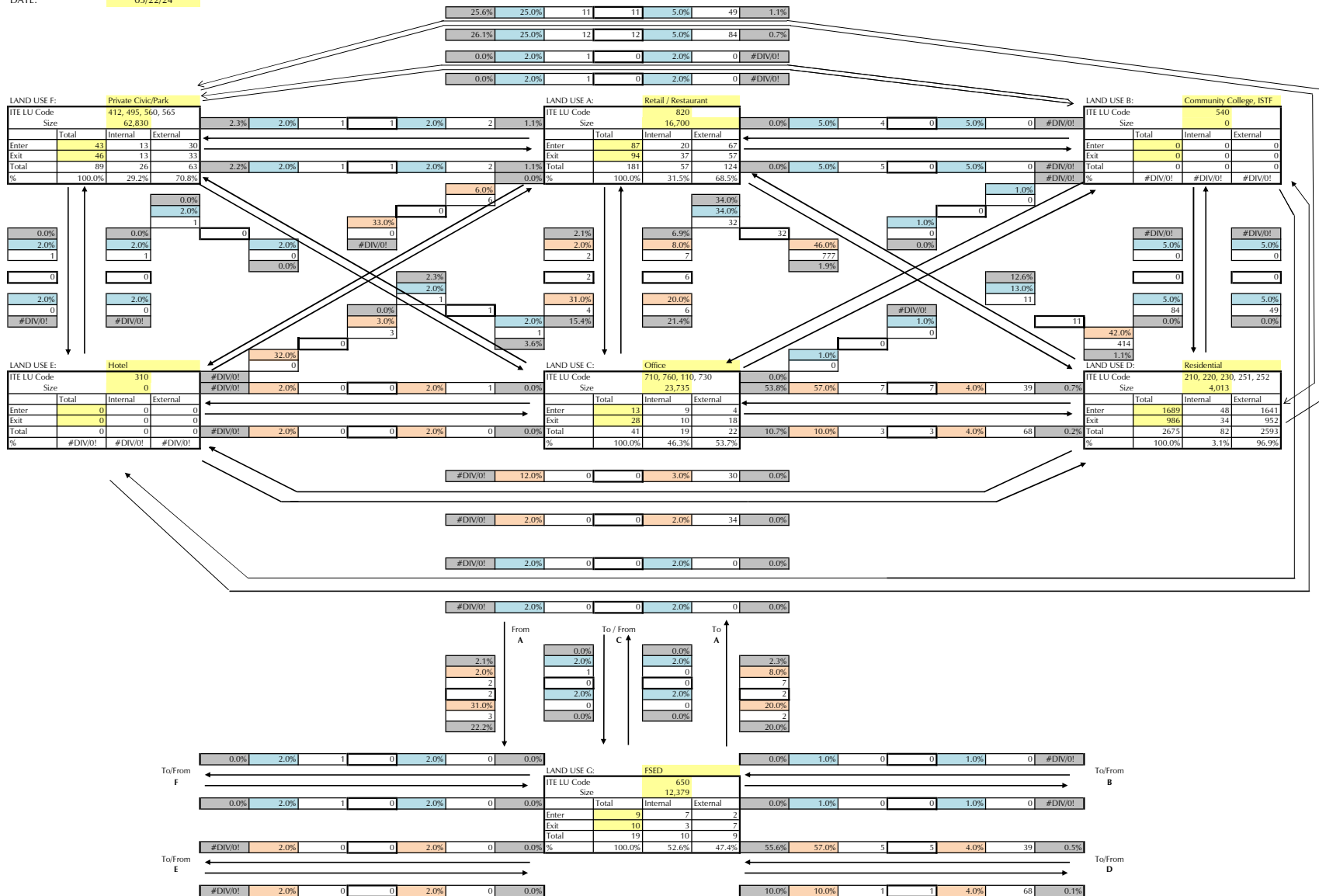
INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - East Side
 TIME PERIOD: PM Peak Hour Traffic
 DATE: 05/22/24



Net External Trips for Multi-Use Development									
	LU A	LU B	LU C	LU D	LU E	LU F	LU G	TOTAL	
Enter	67	0	4	1641	0	30	2	1744	
Exit	57	0	18	952	0	33	7	1067	
Total	124	0	22	2593	0	63	9	2811	
Single-Use Trip Gen. Estimate	181	0	41	2675	0	89	19	3005	6.5%

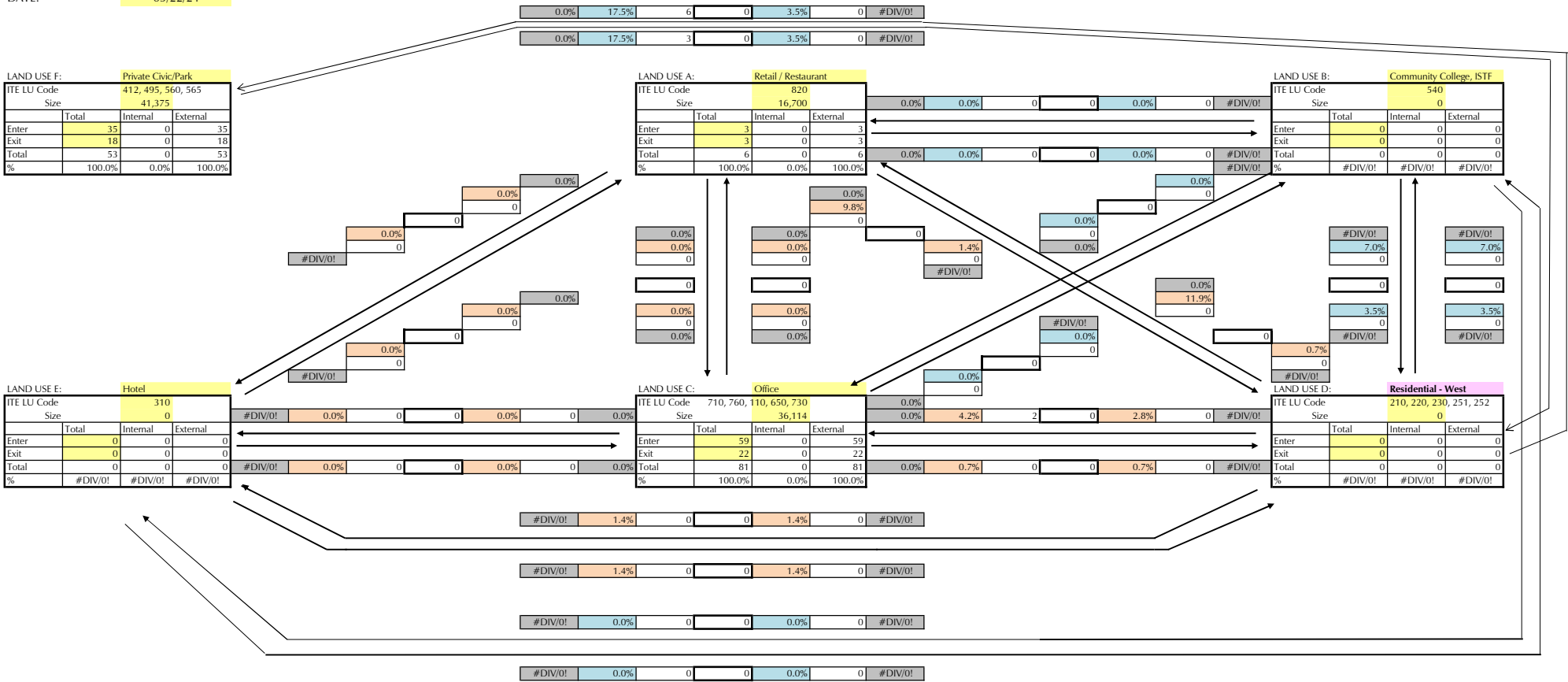
INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Residential
 TIME PERIOD: AM Peak Hour Traffic
 DATE: 05/22/24



LAND USE F: Private Civic/Park

ITE LU Code	412, 495, 560, 565
Size	41,375
Enter	Total 35, Internal 0, External 35
Exit	Total 18, Internal 0, External 18
Total	Total 53, Internal 0, External 53
%	100.0%, 0.0%, 100.0%

LAND USE A: Retail / Restaurant

ITE LU Code	820
Size	16,700
Enter	Total 3, Internal 0, External 3
Exit	Total 3, Internal 0, External 3
Total	Total 6, Internal 0, External 6
%	100.0%, 0.0%, 100.0%

LAND USE B: Community College, ISTF

ITE LU Code	540
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

LAND USE E: Hotel

ITE LU Code	310
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

LAND USE C: Office

ITE LU Code	710, 760, 110, 650, 730
Size	36,114
Enter	Total 59, Internal 0, External 59
Exit	Total 22, Internal 0, External 22
Total	Total 81, Internal 0, External 81
%	100.0%, 0.0%, 100.0%

LAND USE D: Residential - West

ITE LU Code	210, 220, 230, 251, 252
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

	Net External Trips for Multi-Use Development					TOTAL
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	
Enter	3	0	59	0	0	62
Exit	3	0	22	0	0	25
Total	6	0	81	0	0	87
Single-Use Trip Gen. Estimate	6	0	81	0	0	87

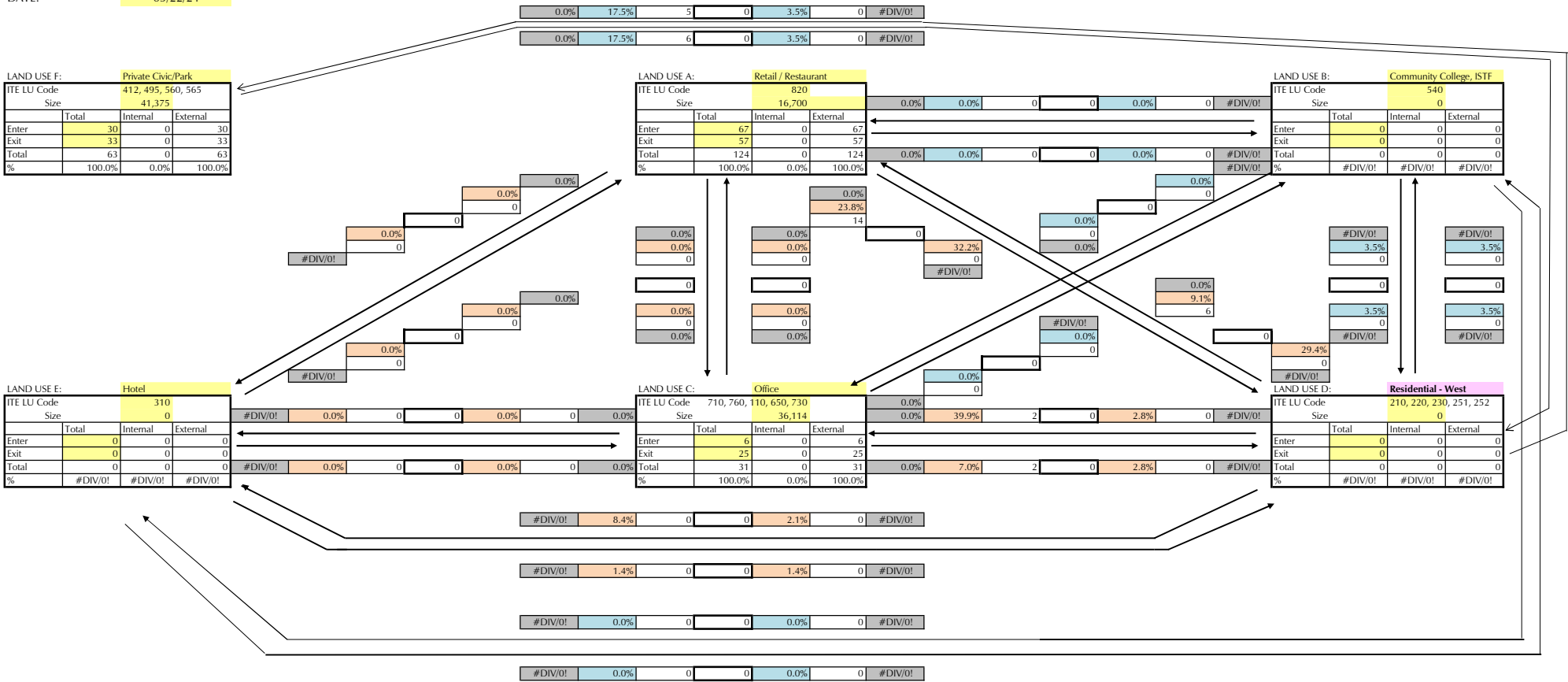
INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Residential
 TIME PERIOD: PM Peak Hour Traffic
 DATE: 05/22/24



LAND USE F: Private Civic/Park

ITE LU Code	412, 495, 560, 565
Size	41,375
Enter	Total 30, Internal 0, External 30
Exit	Total 33, Internal 0, External 33
Total	Total 63, Internal 0, External 63
%	100.0%, 0.0%, 100.0%

LAND USE A: Retail / Restaurant

ITE LU Code	820
Size	16,700
Enter	Total 67, Internal 0, External 67
Exit	Total 57, Internal 0, External 57
Total	Total 124, Internal 0, External 124
%	100.0%, 0.0%, 100.0%

LAND USE B: Community College, ISTF

ITE LU Code	540
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

LAND USE E: Hotel

ITE LU Code	310
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

LAND USE C: Office

ITE LU Code	710, 760, 110, 650, 730
Size	36,114
Enter	Total 6, Internal 0, External 6
Exit	Total 25, Internal 0, External 25
Total	Total 31, Internal 0, External 31
%	100.0%, 0.0%, 100.0%

LAND USE D: Residential - West

ITE LU Code	210, 220, 230, 251, 252
Size	0
Enter	Total 0, Internal 0, External 0
Exit	Total 0, Internal 0, External 0
Total	Total 0, Internal 0, External 0
%	#DIV/0!, #DIV/0!, #DIV/0!

	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	67	0	6	0	0	73
Exit	57	0	25	0	0	82
Total	124	0	31	0	0	155
Single-Use Trip Gen. Estimate	124	0	31	0	0	155

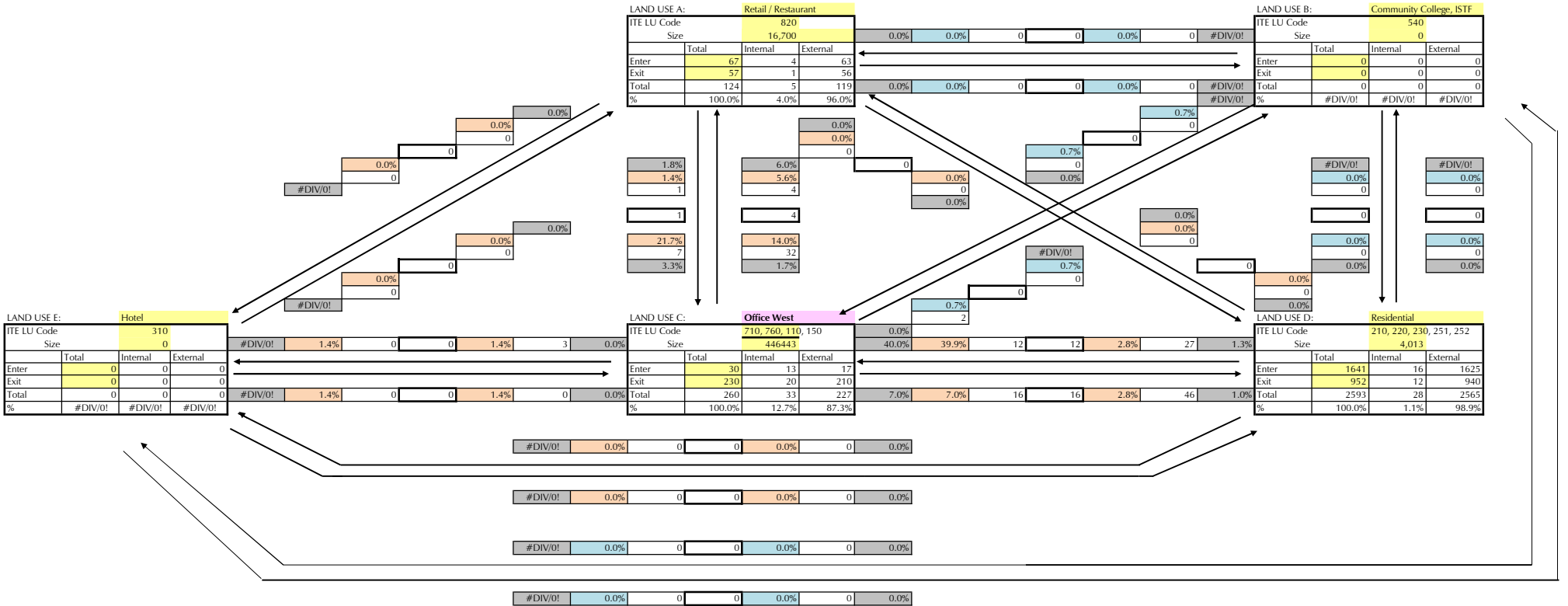
INTERNAL CAPTURE

LEGEND

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- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
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- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Office
 TIME PERIOD: PM Peak Hour Traffic
 DATE: 05/22/24



Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	63	0	17	1625	0	1705
Exit	56	0	210	940	0	1206
Total	119	0	227	2565	0	2911
Single-Use Trip Gen. Estimate	124	0	260	2593	0	2977
						2.2%

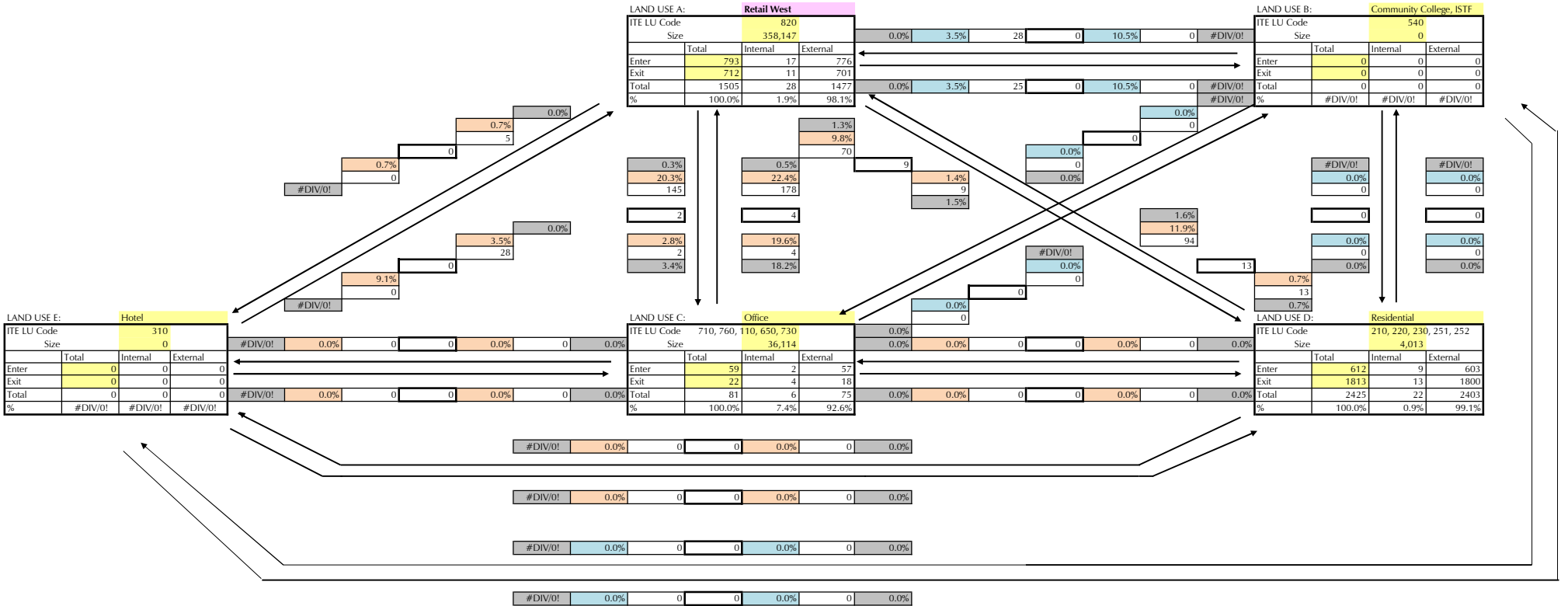
INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Retail
 TIME PERIOD: AM Peak Hour Traffic
 DATE: 05/22/24



Net External Trips for Multi-Use Development							
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	776	0	57	603	0	1436	
Exit	701	0	18	1800	0	2519	
Total	1477	0	75	2403	0	3955	
Single-Use Trip Gen. Estimate	1505	0	81	2425	0	4011	1.4%

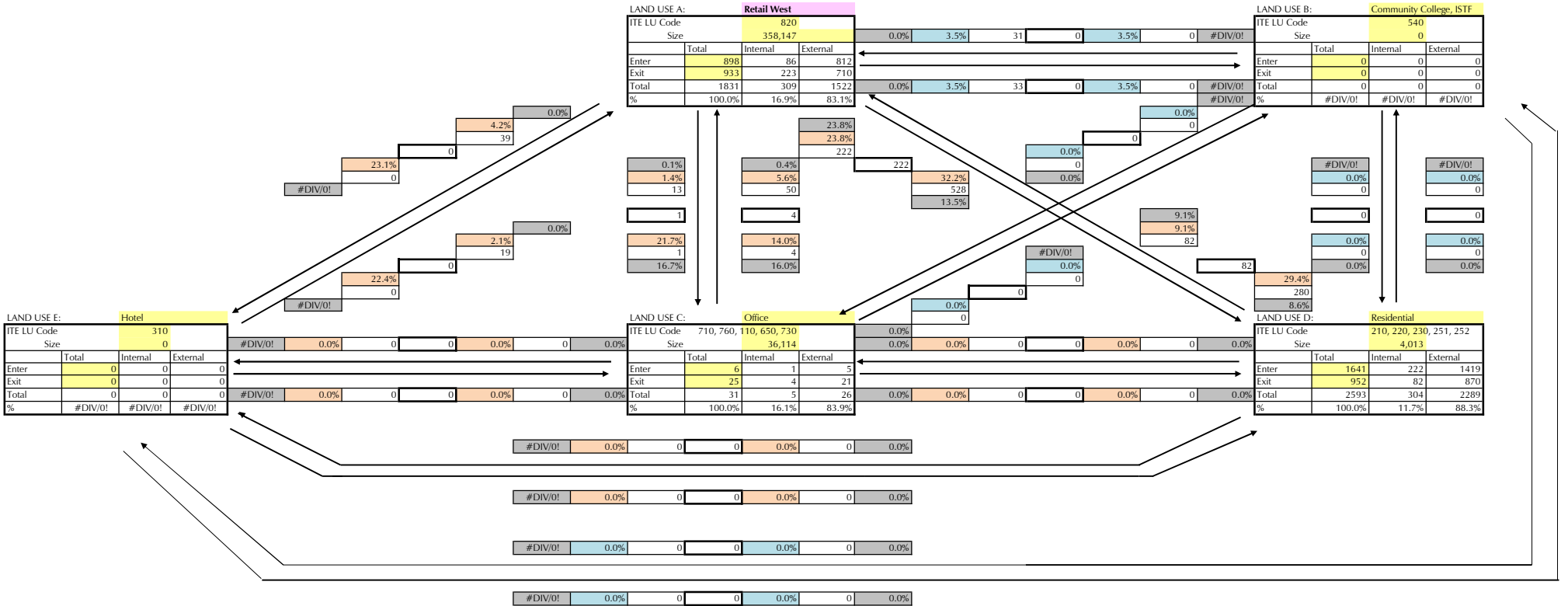
INTERNAL CAPTURE

LEGEND

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- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
- 12 Balanced number of trips (lowest value) between two land uses.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Retail
 TIME PERIOD: PM Peak Hour Traffic
 DATE: 05/22/24

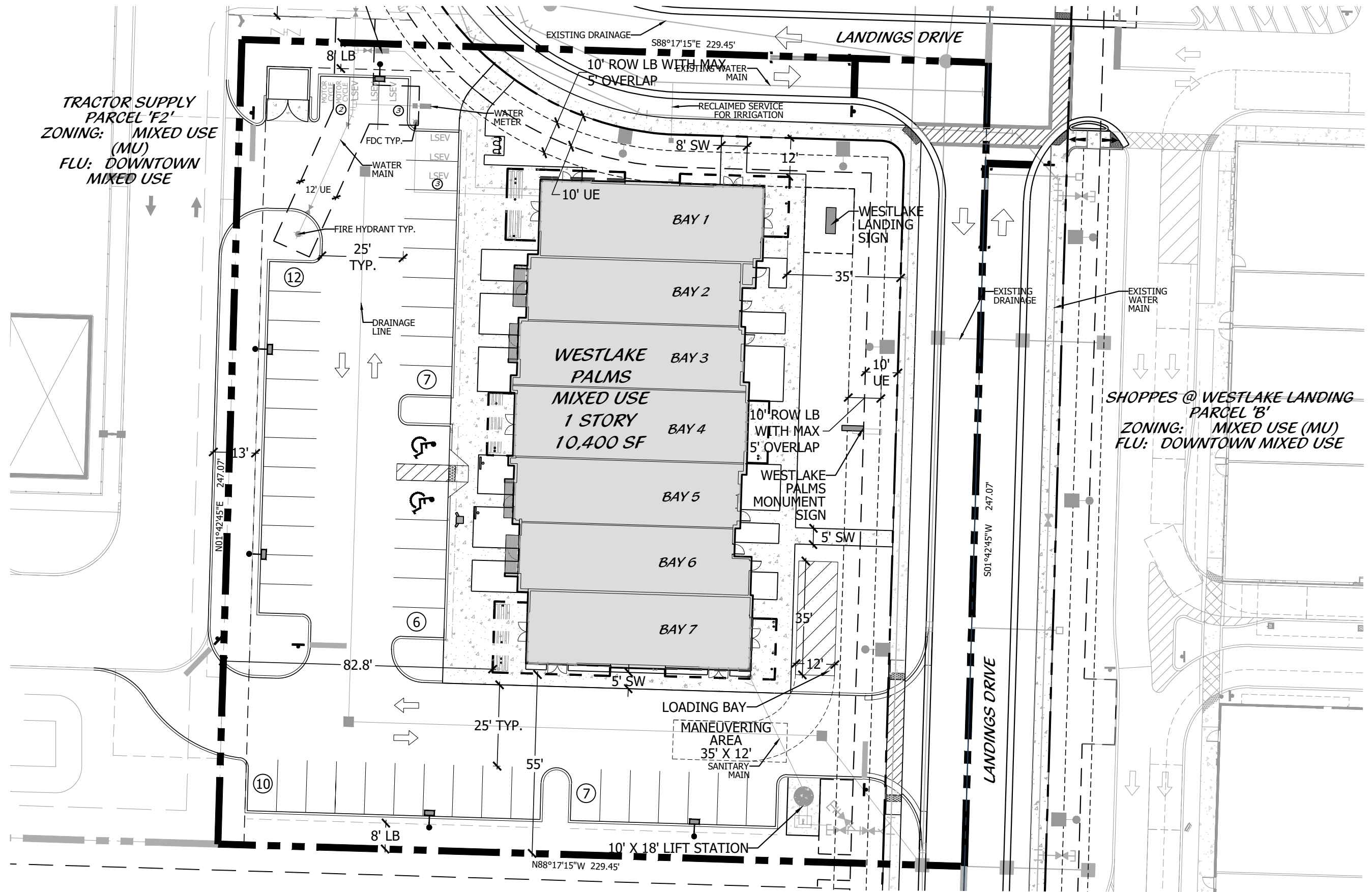


Net External Trips for Multi-Use Development							
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	812	0	5	1419	0	2236	
Exit	710	0	21	870	0	1601	
Total	1522	0	26	2289	0	3837	
Single-Use Trip Gen. Estimate	1831	0	31	2593	0	4455	13.9%

INTERNAL CAPTURE

LEGEND

- 1.0% Actual percent of trips entering (or exiting) a land use from another land use based on balanced number of trips.
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use based on NCHRP Report 684 (input by user).
- 5.0% Estimated percent of trips entering (or exiting) a land use from another land use (input by user).
- 61 Number of trips entering (or exiting) a land use from another land use based on percent input by user.
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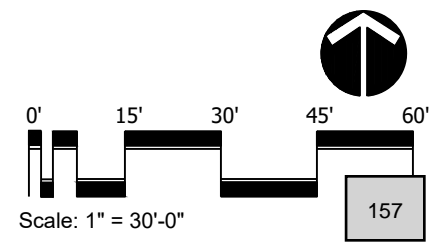
TRACTOR SUPPLY
PARCEL 'F2'
ZONING: MIXED USE
(MU)
FLU: DOWNTOWN
MIXED USE

SHOPPES @ WESTLAKE LANDING
PARCEL 'B'
ZONING: MIXED USE (MU)
FLU: DOWNTOWN MIXED USE

FUTURE LOADING BAY EXHIBIT

WESTLAKE PALMS
City of Westlake, Florida

05.30.2024



DESCRIPTION:

BEING A PORTION OF LOT 2, WESTLAKE - POD H, AS RECORDED IN PLAT BOOK 129, PAGES 135 THROUGH 137, INCLUSIVE, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, LYING IN A PORTION OF SECTION 12, TOWNSHIP 43 SOUTH, RANGE 40 EAST, CITY OF WESTLAKE, PALM BEACH COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF LOT 1, WESTLAKE - POD H, AS RECORDED IN PLAT BOOK 129, PAGES 135 THROUGH 137, INCLUSIVE, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; THENCE S.01°42'45"W, ALONG THE SOUTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 1, A DISTANCE OF 43.18 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE S.01°42'45"W, ALONG SAID SOUTHERLY EXTENSION LINE, A DISTANCE OF 247.07 FEET TO A POINT ON THE NORTH LINE OF PARCEL "G", AS RECORDED IN OFFICIAL RECORDS BOOK 33535, PAGE 117, OF SAID PUBLIC RECORDS; THENCE N.88°17'15"W, ALONG SAID NORTH LINE OF PARCEL "G", A DISTANCE OF 229.45 FEET; THENCE N.01°42'45"E, DEPARTING SAID NORTH LINE OF PARCEL "G", A DISTANCE OF 247.07 FEET; THENCE S.88°17'15"E, A DISTANCE OF 229.45 FEET TO THE POINT OF BEGINNING.

CONTAINING: 56.691 SQUARE FEET OR 1.301 ACRES, MORE OR LESS.

SURVEYOR'S NOTES:

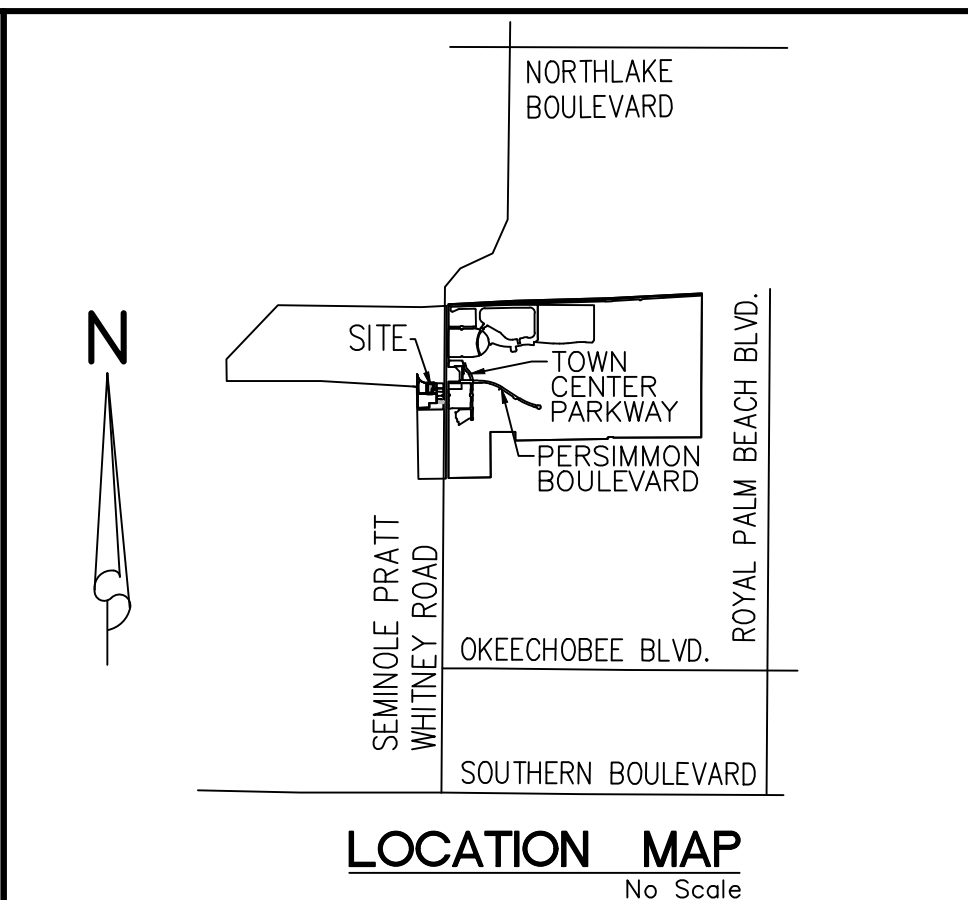
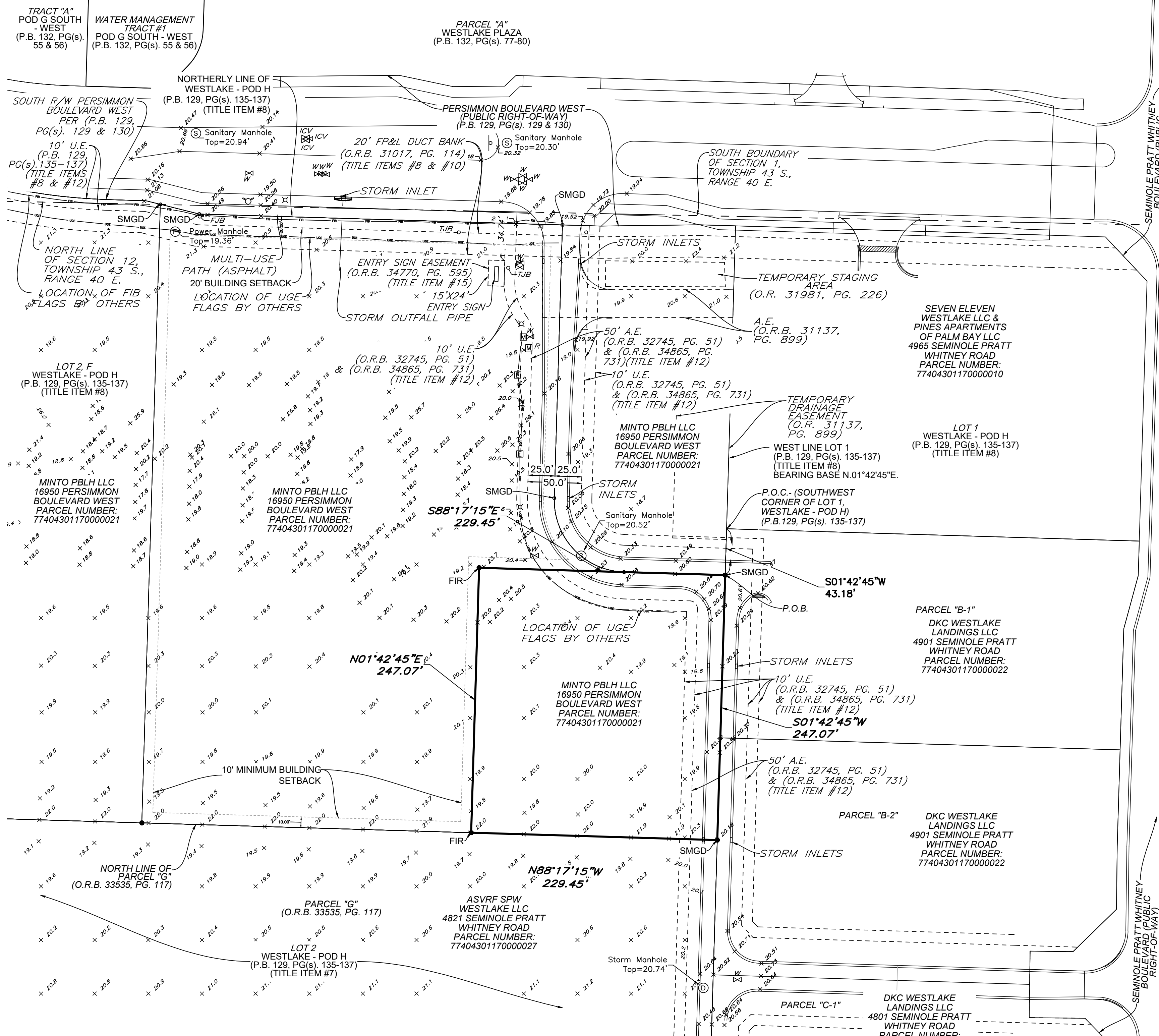
- 1) THIS SURVEY SHOWS THE LOCATION OF THE UNDERGROUND UTILITY LOCATION FLAGS (LOCATES) PROVIDED BY OTHERS, AND IS LIMITED TO ABOVE GROUND VISIBLE IMPROVEMENTS.
2) BEARINGS SHOWN HEREON ARE GRID BEARINGS BASED ON THE WEST LINE OF LOT 1 AS SHOWN ON THE PLAT OF WESTLAKE - POD "H", WITH A GRID BEARING OF N.01°42'45"E. THE GRID BEARINGS, AS SHOWN HEREON, REFER TO THE STATE PLANE COORDINATE SYSTEM, NORTH AMERICA DATUM OF 1983 (NAD 83 - 07) FOR THE EAST ZONE OF FLORIDA. SAID BASIS OF BEARING IS THE SAME IN THE NORTH AMERICAN DATUM OF 1983 (NAD 83 - 90).
3) THE SUBJECT PROPERTY LIES IN FLOOD ZONE "X", ACCORDING TO FLOOD INSURANCE RATE MAP, MAP NO. 12099C0345F, DATED OCTOBER 5, 2017, REVISED TO REFLECT LOMR EFFECTIVE JANUARY 8, 2024 AND ISSUED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.
4) THIS SURVEY IS BASED ON PREVIOUS FIELD SURVEYS, DOCUMENTS OF RECORD, FOUND MONUMENTS, EXHIBITS, AND HISTORICALLY USED CORNERS, AS WELL AS THE LEGAL DESCRIPTION SHOWN HEREON. IMPROVEMENTS LIKE UTILITIES UNDER CONSTRUCTION ARE NOT LOCATED FOR THE PURPOSE OF SHOWING THE BOUNDARY OF A PROPOSED PLAT. THE FOLLOWING ARE REFERENCE SURVEYS USED IN DETERMINING THE BOUNDARY LOCATION FOR CALLERY JUDGE GROVES:
A) THE 'M' CANAL ROAD RIGHT OF WAY MAP, RECORDED IN ROAD PLAT BOOK 6, PAGE 136.
B) BOUNDARY SURVEY OF RESIDENTIAL AT CALLERY JUDGE GROVES, PREPARED BY LIBBERG LAND SURVEYING, INC. (JOB NO.: 04-106-101C), DATED OCTOBER 5, 2007.
C) SKETCH OF SURVEY, PREPARED BY S.P. MUSICK, DATED MARCH 5, 1965.
5) SUBJECT PROPERTY LIES ENTIRELY WITHIN THE PROPERTY CONVEYED BY SPECIAL WARRANTY DEED, RECORDED IN OFFICIAL RECORDS BOOK 26871, PAGE 505 AND QUIT CLAIM DEED RECORDED IN OFFICIAL RECORDS BOOK 26871, PAGE 511, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.
6) ALL BEARINGS AND DISTANCES (UNITED STATES SURVEY FEET) AS SHOWN HEREON ARE AS DESCRIBED AND MEASURED UNLESS OTHERWISE NOTED. MEASUREMENTS MADE ARE TO THE ACCURACY STANDARD OF SUBURBAN OR 1 FOOT IN 7500 FEET.
7) ZONING CLASSIFICATION: MIXED USE (MU). SETBACK REQUIREMENTS: FRONT 20', SIDES AND REAR 10'. FLOOR SPACE AREA RESTRICTIONS: PROPOSED BUILDING AT 10,400 SQUARE FEET, AND MAXIMUM LOT COVERAGE IS 45% AND MINIMUM PERVIOUS COVERAGE IS 25%. PARKING REQUIREMENTS (SEE NOTE 8), AS PROVIDED BY CURRENT SITE PLAN OF SUBJECT PROPERTY PROVIDED BY THE SITE PLAN AS PREPARED BY COTLEUR & HEARING, DATED 05-17-2024.
8) NUMBER AND TYPE OF PARKING SPACES IS: 43 WITH 2 HANDI-CAP ACCESS AND WITH 6 ELECTRIC CHARGING AND 3 MOTORCYCLE LOCATION. FOR A TOTAL OF 52 AS PROVIDED BY THE CURRENT SITE PLAN OF SUBJECT PROPERTY PROVIDED SITE PLAN AS PREPARED BY COTLEUR & HEARING, DATED 05-17-2024.
9) THE SUBJECT PROPERTY IS VACANT.
10) THE DESCRIPTION PROVIDED CLOSES MATHEMATICALLY AND PROVIDES A CONTIGUOUS BOUNDARY WITH THE ADJOINING LOTS WITHOUT GAPS GORES AND HIATUSES.

OTHER SURVEYOR'S NOTES:

- 1) THIS PROPERTY IS ZONED AS PROVIDED: MIXED USE (MU)
2) THERE IS NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS AT THE TIME OF SURVEY.
3) THERE IS NO OBSERVED EVIDENCE OF PROPOSED CHANGES IN STREET RIGHT-OF-WAY LINES AT THE TIME OF SURVEY.
4) THERE WAS NO OBSERVED EVIDENCE OF STREET OR SIDEWALK CONSTRUCTION OR REPAIR AT TIME OF SURVEY.
5) THERE IS NO OBSERVED EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.
6) THE PROPERTY HAS DIRECT ACCESS TO SEMINOLE PRATT WHITNEY ROAD. HOWEVER, ACCESS IS THROUGH THE ACCESS EASEMENT SHOWN. THE ACCESS EASEMENT IS CONTIGUOUS TO SEMINOLE PRATT WHITNEY ROAD, A PUBLIC RIGHT-OF-WAY, AND TO PERSIMMON BOULEVARD WEST, A PUBLIC RIGHT-OF-WAY.
7) THIS SURVEY INTENDED TO BE DISPLAYED AT A SCALE OF 1" = 60', OR SMALLER.
8) INFORMATION PROVIDED BY: THE SITE PLAN BY COTLEUR & HEARING, DATED 05-17-2024.

BENCHMARK: PALM BEACH COUNTY "AMANDA" PBEO BRASS DISK; ELEVATION = 25.536(NAVD88)

TO REACH THE STATION FROM THE INTERSECTION OF SEMINOLE PRATT WHITNEY ROAD AND ORANGE BOULEVARD (EAST), GO SOUTH ON SEMINOLE PRATT WHITNEY ROAD FOR 1.4 MILES TO THE M-CANAL AND 60TH STREET NORTH. THE STATION IS LOCATED IN THE SOUTHWEST WINGWALL OF THE CONCRETE BRIDGE OVER THE M-CANAL, 6.6 FEET SOUTH OF THE SOUTHWEST END OF THE WEST HANDRAIL, 66 FEET NORTH OF THE CENTERLINE OF 60TH STREET, 46.2 FEET WEST OF THE CENTERLINE OF THE 2 LANE SEMINOLE PRATT WHITNEY ROAD. THE STATION IS A P.B.C. BRASS DISK STAMPED "AMANDA". NOTE: ELEVATIONS SHOWN HEREON (IF ANY) ARE IN FEET AND REFER TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88). MEAN SEA LEVEL = 0.00' (NAVD88). NOTE: CONVERSION FROM NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88) TO NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD29) = +1.47 FEET.



THIS SURVEY WAS PREPARED WITH THE BENEFIT OF COMMITMENT FOR TITLE INSURANCE FROM OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NUMBER: 24057552, WITH AN EFFECTIVE DATE OF APRIL 26, 2024 AT 8:00AM.

OWNER: MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY, BY VIRTUE OF SPECIAL WARRANTY DEED, RECORDED IN OFFICIAL RECORDS BOOK 26871, PAGE 505 AND QUIT CLAIM DEED, RECORDED IN OFFICIAL RECORDS BOOK 26871, PAGE 511, BOTH OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

EASEMENTS AND OTHER MATTERS AFFECTING TITLE FROM SCHEDULE B-2:

- 1. ANY DEFECT, LIEN, ENCUMBRANCE, ADVERSE CLAIM, OR OTHER MATTER THAT APPEARS FOR THE FIRST TIME IN THE PUBLIC RECORDS OR IS CREATED, ATTACHES, OR IS DISCLOSED BETWEEN THE COMMITMENT DATE AND THE DATE ON WHICH ALL OF THE SCHEDULE B, PART I-REQUIREMENTS ARE MET. (NOT A MATTER OF SURVEY)
2. ANY ENCROACHMENT, ENCUMBRANCE, VIOLATION, VARIATION, OR ADVERSE CIRCUMSTANCE AFFECTING THE TITLE THAT WOULD BE DISCLOSED BY AN ACCURATE AND COMPLETE LAND SURVEY OF THE LAND. THE TERM "ENCROACHMENT" INCLUDES: ENCROACHMENTS OF EXISTING IMPROVEMENTS LOCATED ON THE LAND ON ADJOINING LAND, AND ENCROACHMENTS ON THE LAND OF EXISTING IMPROVEMENTS LOCATED ON ADJOINING LAND. (SHOWN, IF ANY)
3. RIGHTS OR CLAIMS OF PARTIES IN POSSESSION. (NOT A MATTER OF SURVEY)
4. CONSTRUCTION, MECHANIC'S, CONTRACTOR'S OR MATERIALMEN'S LIEN CLAIMS, IF ANY, WHERE NO NOTICE THEREOF APPEARS OF RECORD. (NOT A MATTER OF SURVEY)
5. EASEMENTS OR CLAIMS OF EASEMENTS NOT SHOWN BY THE PUBLIC RECORDS. (NOT A MATTER OF SURVEY)
6. GENERAL OR SPECIAL TAXES AND ASSESSMENTS REQUIRED TO BE PAID IN THE YEAR 2024, AND SUBSEQUENT YEARS WHICH ARE NOT YET DUE AND PAYABLE. (NOT A MATTER OF SURVEY)
7. ALL MATTERS CONTAINED ON THE PLAT OF WESTLAKE POD H RECORDED IN PLAT BOOK 129, PAGE 135, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. (AFFECTS PROPERTY, SHOWN)
8. OIL, GAS AND MINERAL RESERVATIONS IN FAVOR OF SOUTHERN STATES LAND AND TIMBER CORPORATION, AS CONTAINED IN DEED RECORDED IN DEED BOOK 941, PAGE 526, AS MODIFIED BY THE INSTRUMENT RECORDED IN OFFICIAL RECORDS BOOK 312, PAGE 342, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. (AFFECTS PROPERTY, BLANKET IN NATURE, NOT PLOTTABLE)

THE RIGHT OF SURFACE ENTRY HAVING BEEN TERMINATED BY OPERATION OF THE FLORIDA MARKETABLE RECORD TITLE ACT, CHAPTER 712, FLORIDA STATUTES.

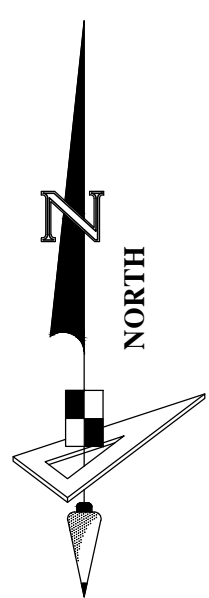
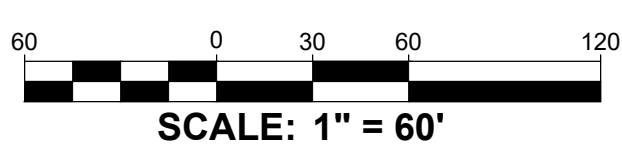
- 9. AMENDED AND RESTATED DECLARATION OF RESTRICTIONS RECORDED IN OFFICIAL RECORDS BOOK 31054, PAGE 1844, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. (AFFECTS PROPERTY AS A PORTION OF THE RESTRICTED AREA, BLANKET IN NATURE)
10. AMENDED AND RESTATED DECLARATION OF COVENANTS FOR WESTLAKE LANDINGS RECORDED IN OFFICIAL RECORDS BOOK 32745, PAGE 51 (AFFECTS PROPERTY, SHOWN), AND AS AMENDED BY:
a. AMENDMENT TO AMENDED AND RESTATED DECLARATION OF COVENANTS FOR WESTLAKE LANDINGS RECORDED IN OFFICIAL RECORDS BOOK 32990, PAGE 160 (AFFECTS PROPERTY, NOT PLOTTABLE)
b. AMENDMENT TO AMENDED AND RESTATED DECLARATION OF COVENANTS FOR WESTLAKE LANDINGS RECORDED, AND IN OFFICIAL RECORDS BOOK 33120, PAGE 927 (AFFECTS PROPERTY, NOT PLOTTABLE)
c. AMENDMENT AND SUPPLEMENTAL DECLARATION FOR SUBDIVISION OF PROPERTY RECORDED IN OFFICIAL RECORD BOOK 34865, PAGE 731. (AFFECTS PROPERTY, NOT PLOTTABLE)

SAID DECLARATION ESTABLISHES AND PROVIDES FOR EASEMENTS BURDENING AND BENEFITING SUBJECT PROPERTY, AND MAINTENANCE OBLIGATIONS.

- 11. MEMORANDUM OF POST-CLOSING OBLIGATIONS BETWEEN MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY AND WESTLAKE PALMS, LLC, A FLORIDA LIMITED LIABILITY COMPANY DATED AND RECORDED IN OFFICIAL RECORDS BOOK _____, PAGE _____, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. (WILL AFFECT PROPERTY, BLANKET IN NATURE)

- 12. RESTRICTIVE COVENANTS CONTAINED ON EXHIBIT B TO SPECIAL WARRANTY DEED BY MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY AND WESTLAKE PALMS, LLC, A FLORIDA LIMITED LIABILITY, DATED AND RECORDED IN OFFICIAL RECORDS BOOK _____, PAGE _____, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. (WILL AFFECT PROPERTY, BLANKET IN NATURE)

LEGEND: P.O.C. -- POINT OF COMMENCEMENT, P.O.B. -- POINT OF BEGINNING, P.B. -- PLAT BOOK, R.P.B. -- ROAD PLAT BOOK, O.R./O.R.B. -- OFFICIAL RECORDS BOOK, R/W -- RIGHT-OF-WAY, N.A.V.D.88 -- NORTH AMERICAN VERTICAL DATUM, PG./Pg(s) -- PAGE(S), (TYP.) -- TYPICAL, S.I.D. -- SEMINOLE IMPROVEMENT DISTRICT, SWCD -- SEMINOLE WATER CONTROL DISTRICT, PRM -- PERMANENT REFERENCE MONUMENT, SIR -- SET 5/8" IRON ROD LB7768, FIR -- FOUND IRON ROD LB7768, SMGDO -- SET NAIL AND DISK LB7768, FCM -- FOUND PRM (PERMANENT REFERENCE MONUMENT) - 4"x4" CONCRETE MONUMENT LB7768, S -- STREET SIGN, E -- ELECTRIC BOX. A.E. -- ACCESS EASEMENT, D.E. -- DRAINAGE EASEMENT, U.E. -- UTILITY EASEMENT, LB -- LICENSED BUSINESS, FP&L -- FLORIDA POWER AND LIGHT, FHH -- FIBER OPTIC HANDHOLE, EHH -- ELECTRIC HANDHOLE, R -- RADIUS, L -- ARC LENGTH, D -- DELTA - CENTRAL ANGLE, W -- WATER VALVE, V -- LIGHT POLE, H -- FIRE HYDRANT, M -- WATER METER, FUB -- PHONE UTILITY BOX, RW -- RECLAIMED WATER METER, I -- IRRIGATION VALVE, UGE -- BURIED UNDERGROUND ELECTRIC LOCATE FLAG (LOCATES), FIB -- BURIED UNDERGROUND FIBER OPTIC LOCATE FLAG (LOCATES).



CERTIFIED TO: WESTLAKE PALMS, LLC A FLORIDA LIMITED LIABILITY COMPANY - MINTO PBLH, LLC - OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

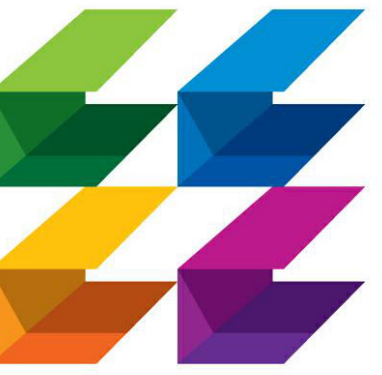
NAVD 88

Table with columns: CREW #1 PARTY CHIEF, FIELD BOOK, DATA FILE, CREW #2 PARTY CHIEF, FIELD BOOK, DATA FILE, CREW #3 PARTY CHIEF, DATE, DESCRIPTION, DRAWN, P.CHIEF, FIELD BOOK, DATA FILE.

CERTIFICATION: THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 6(a), 6(b), 8, 9, 11(a), 11(b), 13, 14, 16, 17, 18 AND 19 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON MAY 23, 2024. DATE OF PLAT OR MAP: MAY 24, 2024. Gary Rager, Florida Professional Surveyor and Mapper # LS4828.

GeoPoint Surveying, Inc. logo and contact information for North Florida, West Florida, and East Florida offices.

ALTA / NSPS LAND TITLE SURVEY Westlake Parcel "F-1" of Lot 2, POD "H". PREPARED FOR: Minto Communities, LLC. LOCATED IN: Section 12, Township 43 S., Range 40 E., Palm Beach County, Florida. SHEET: 01 of 01.



**CURRIE
SOWARDS
AGUILA**
architects

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Interiors, &
Sustainable Design

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185 NE 4TH AVENUE SUITE 101
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E-MAIL: office@csa-architects.com

ISSUED FOR :

FLEX SUB

DRC

SPA

BIDS

PERMIT

CONSTRUCTION

SEAL



Jose F. Jaramillo
JOSE F. JARAMILLO



1
A3.03
EXTERIOR ELEVATION - EAST
1/8" = 1'-0"



2
A3.03
EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

PROJECT TITLE

**WEST LAKE PALMS
RETAIL CENTER**

Project Address

REVISIONS

NUM.	DESCRIPTION	DATE

THESE DRAWINGS ARE PREPARED PER ESTABLISHED INDUSTRY STANDARDS AND REPRESENT THE ARCHITECT AND ENGINEERS DESIGN CONCEPT. THEY ARE NOT INTENDED TO PROVIDE EVERY DETAIL OR CONDITION REQUIRED TO CONSTRUCT THE BUILDING. THE CONTRACTOR THROUGH SUBMITTALS AND OTHER COORDINATION EFFORTS IS FULLY RESPONSIBLE FOR PROVIDING A COMPLETE AND OPERATIONAL BUILDING WHETHER INDICATED ON THE PLANS OR NOT.

DRAWING TITLE

**EXTERIOR
ELEVATIONS**

DATE

5.29.2024

DRAWN BY

JOB NUMBER

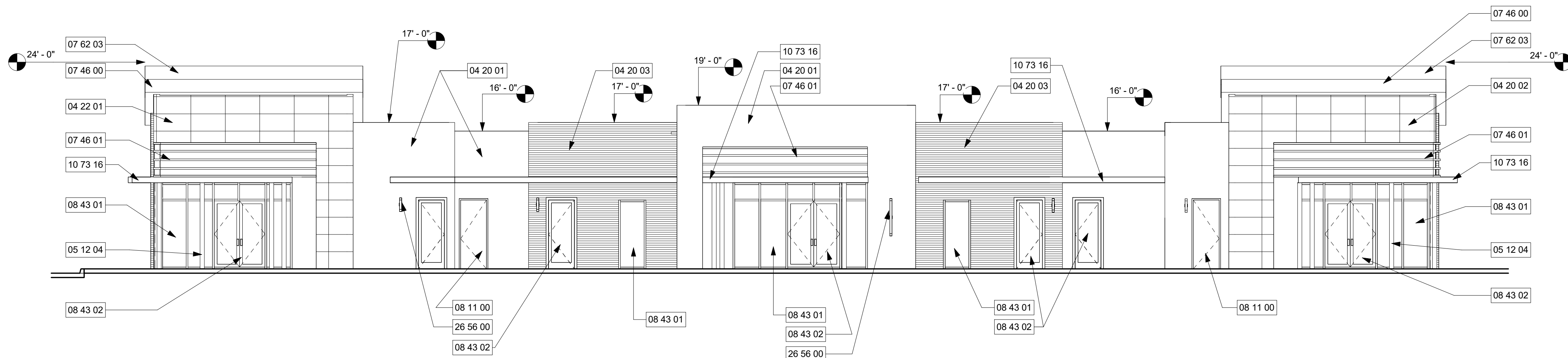
240308

DRAWING NUMBER

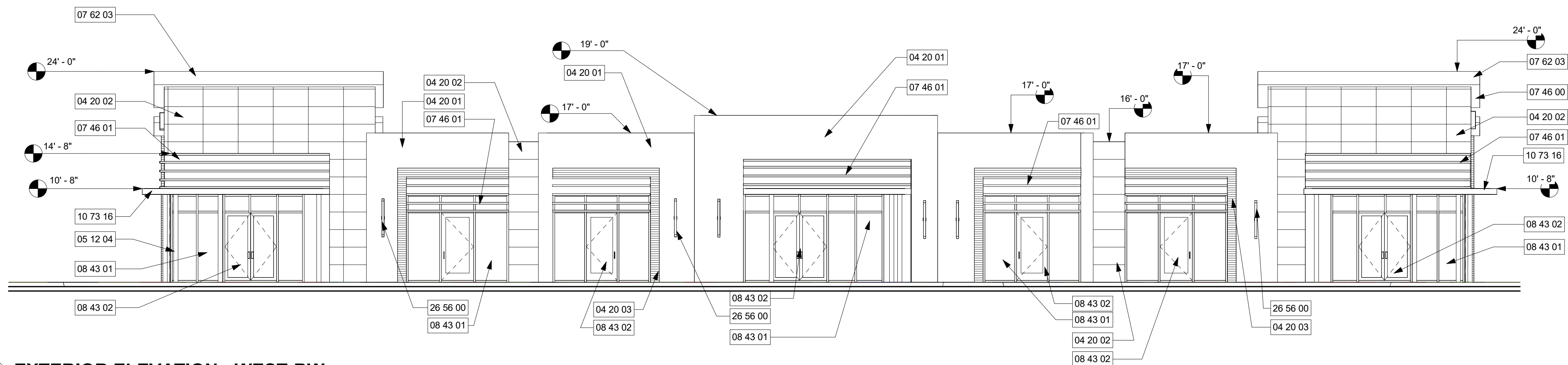
A3.03

5.29.2024 SPA SUBMITTAL

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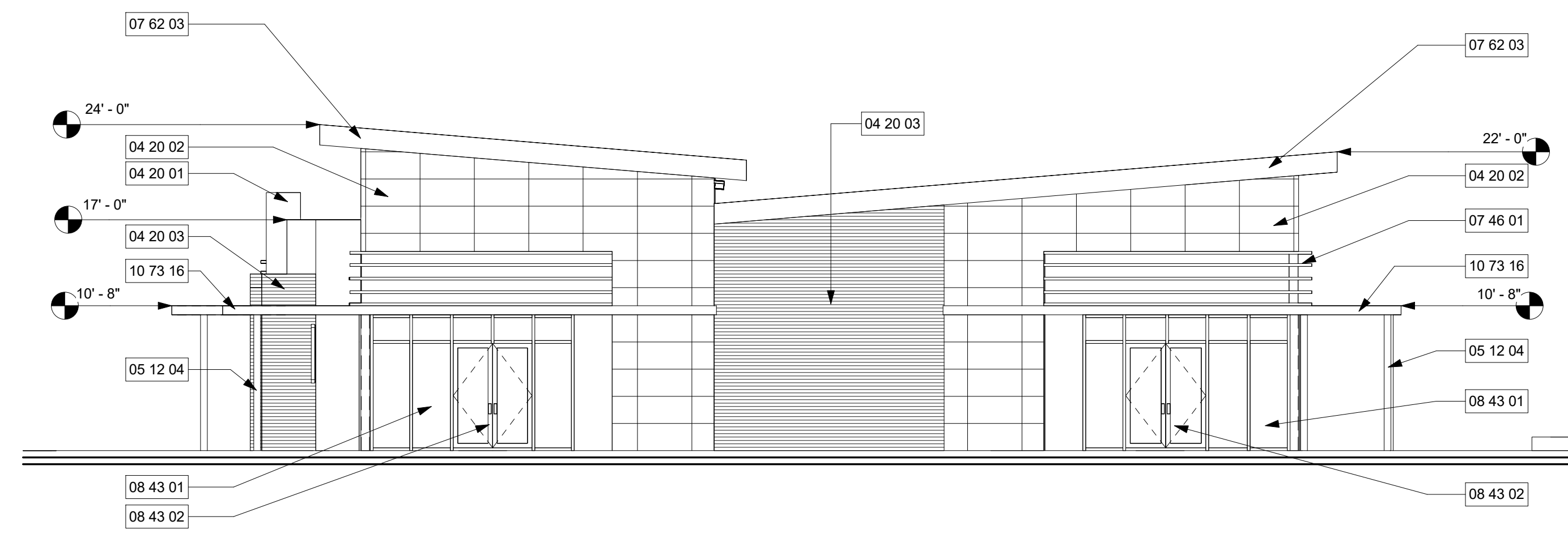
1
A3.01 **EXTERIOR ELEVATION - EAST-BW**
1/8" = 1'-0"



4
A3.01 **EXTERIOR ELEVATION - WEST-BW**
1/8" = 1'-0"



2
A3.01 **EXTERIOR ELEVATION - NORTH-BW**
1/8" = 1'-0"



3
A3.01 **EXTERIOR ELEVATION - SOUTH BW**
1/8" = 1'-0"

KEYNOTE LEGEND	
#	DESCRIPTION
04 20 01	8" CMU WALL WITH SMOOTH STUCCO FINISH* PAINTED P-1
04 20 02	8" CMU WALL WITH TILE FINISH-REFER TO A3.03
04 20 03	8" CMU WALL WITH WOOD SIDING-REFER TO A3.03
04 22 01	8" PRECAST CONCRETE LINTEL. SEE STRUCTURAL PLANS
05 12 04	STEEL COLUMN - WITH BREAK METAL COVERING IN WHITE POLISHED FINISH
07 46 00	SIDING-RESYSTA SIDING - REFER TO A3.03
07 46 01	SCREEN WALL - CHANNELS - REFER TO A3.03
07 62 03	PREFINISHED ALUMINUM FASCIA -
08 11 00	METAL DOORS AND FRAMES
08 43 01	IMPACT RESISTANT STOREFRONT SYSTEM - ANODIZED ALUMINUM FRAMES
08 43 02	STOREFRONT DOOR. REFER TO DOOR SCHEDULE.
10 73 16	ALUMINUM METAL CANOPY - WHITE ESP.
26 56 00	DECORATIVE EXTERIOR WALL LIGHT FIXTURE



CURRIE SOWARDS AGUILA architects
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185 NE 4TH AVENUE SUITE 101
DELRAY BEACH, FL 33483
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E-MAIL: office@csa-architects.com

ISSUED FOR :
FLEX SUB
DRC
SPA
BIDS
PERMIT
CONSTRUCTION
SEAL



PROJECT TITLE
WEST LAKE PALMS RETAIL CENTER

Project Address

NUM.	DESCRIPTION	DATE

THESE DRAWINGS ARE PREPARED PER ESTABLISHED INDUSTRY STANDARDS AND REPRESENT THE ARCHITECT AND ENGINEERS DESIGN CONCEPT. THEY ARE NOT INTENDED TO PROVIDE EVERY DETAIL OR CONDITION REQUIRED TO CONSTRUCT THE BUILDING. THE CONTRACTOR THROUGH SUBMITTALS AND OTHER COORDINATION EFFORTS IS FULLY RESPONSIBLE FOR PROVIDING A COMPLETE AND OPERATIONAL BUILDING WHETHER INDICATED ON THE PLANS OR NOT.

DRAWING TITLE
EXTERIOR ELEVATIONS

DATE
5.29.2024
DRAWN BY
240308
DRAWING NUMBER

A3.01

5.29.2024 SPA SUBMITTAL

File Attachments for Item:

A. RESOLUTION 2024- 20 - Residential Solid Waste Services Annual Special Assessment

Submitted By: City Attorney's Office

RESOLUTION 2024-20

A RESOLUTION OF THE CITY OF WESTLAKE, FLORIDA, RELATING TO THE PROVISION OF RESIDENTIAL SOLID WASTE SERVICES, IN THE CITY OF WESTLAKE, FLORIDA; APPROVING THE ASSESSMENT RATE FOR RESIDENTIAL SOLID WASTE SERVICES FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; IMPOSING A RESIDENTIAL SOLID WASTE SERVICES SPECIAL ASSESSMENT AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF WESTLAKE FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.



Meeting Agenda Item Coversheet

MEETING DATE:	September 3, 2024	Submitted By: City Attorney's Office
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>	Public Hearing on Resolution 2024- <u>20</u> Residential Solid Waste Services Annual Special Assessment	
STAFF RECOMMENDATION: (MOTION READY)	Motion to Approve Resolution 2024- <u>20</u>	
SUMMARY and/or JUSTIFICATION:	<p>The City Council adopted Ordinance 2017-7 on January 8, 2017. Ordinance 2017-7 authorizes the collection of solid waste and recyclable materials within the City and provides for definitions relating to those services.</p> <p>On July 22, 2019, the City entered into an Agreement with Advanced Disposal Services Solid Waste Services, Inc., for the collection of solid waste and recyclable materials in the City.</p> <p>On December 14, 2020, the City Council adopted Resolution 2020-40, referred to as the Intent Resolution, in order to commence the process to levy and collect a special assessment for the collection and disposal costs of the mandatory solid waste services for residential properties in the City. Relying on the Florida Statutes, the City adhered to the Uniform Assessment Collection Act ("Uniform Method") to collect the special assessment on the annual property tax bills commencing with the tax bills that were mailed in November of 2021.</p> <p>On July 12, 2021, the City Council adopted Ordinance 2021-02 (the "Ordinance"), which authorized a Residential Solid Waste Services Special Assessment to fund the costs of providing Residential Solid Waste Collection Services and Residential Recycling Collection Services.</p> <p>On July 2, 2024, adopted Resolution No. 2024-13 (the "Preliminary Assessment Resolution"), referencing the Residential Solid Waste Services to be provided to Assessed Property, describing the method of apportioning the Residential Solid Waste Services Assessed Cost to compute the Residential Solid Waste Services Special Assessment for Residential Solid Waste Services against Assessed Property, estimating a rate of assessment, and directing the preparation of the Assessment Roll and provision of the notice to the affected landowners. Resolution 2024-13 set the amount of Assessed Costs at \$761,076.20, and the assessment rate at \$324.00 per residential unit.</p> <p>In order to impose the Residential Solid Waste Services Special Assessment for the Fiscal Year beginning October 1, 2024, the 2021 Ordinance requires the City Council to conduct</p>	

	<p>a public hearing and adopt an Annual Assessment Resolution during its budget adoption process. The Annual Assessment Resolution establishes the rate of assessment and approves the Assessment Roll for the upcoming Fiscal Year, with such amendments as the City Council deems appropriate, after hearing comments and objections of all interested parties.</p> <p>The proposed resolution is the Annual Assessment Resolution as required under the 2021 Ordinance. It confirms and approves the Assessment Roll, confirms the Assessed Costs at \$761,076.00, and levies the special assessment at a rate of \$324.00.</p> <p>Upon adoption of the Annual Assessment Resolution, the City will certify the Non-Ad Valorem Assessment Roll to the Palm Beach County Tax Collector by September 15, 2024. The special assessments will be collected on the annual property tax bills to be mailed in November of 2024.</p>			
SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):		OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>	Resolution 2024- <u>20</u>			
SELECT, if applicable	RESOLUTION: x		ORDINANCE:	
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is not a Resolution or Ordinance, please erase all default text from this field's textbox and leave blank)</i> <u>Please keep text indented.</u>	A RESOLUTION OF THE CITY OF WESTLAKE, FLORIDA, RELATING TO THE PROVISION OF RESIDENTIAL SOLID WASTE SERVICES, IN THE CITY OF WESTLAKE, FLORIDA; APPROVING THE ASSESSMENT RATE FOR RESIDENTIAL SOLID WASTE SERVICES FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; IMPOSING A RESIDENTIAL SOLID WASTE SERVICES SPECIAL ASSESSMENT AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF WESTLAKE FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.			
FISCAL IMPACT (if any):				\$

RESOLUTION NO. 2024-20

A RESOLUTION OF THE CITY OF WESTLAKE, FLORIDA, RELATING TO THE PROVISION OF RESIDENTIAL SOLID WASTE SERVICES, IN THE CITY OF WESTLAKE, FLORIDA; APPROVING THE ASSESSMENT RATE FOR RESIDENTIAL SOLID WASTE SERVICES FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; IMPOSING A RESIDENTIAL SOLID WASTE SERVICES SPECIAL ASSESSMENT AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF WESTLAKE FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Westlake, Florida, enacted Ordinance No. 2021-02, on July 12, 2021, which authorized the imposition of a Residential Solid Waste Services Special Assessment, pursuant to the procedures set forth therein (“the Ordinance”) for the provision of Residential Solid Waste Services for single-family residential properties and certain multi-family residential properties that receive residential Solid Waste Services within the City, and provided for findings of special benefit and the method of apportionment of the Residential Solid Waste Services Special Assessment; and,

WHEREAS, the imposition of a Residential Solid Waste Services Special Assessment for Residential Solid Waste Services for each Fiscal Year is an equitable and efficient method of allocating and apportioning Residential Solid Waste Services Assessed Costs among parcels of Assessed Property; and,

WHEREAS, the City Council desires to impose a Residential Solid Waste Services Special Assessment within the City for the Fiscal Year beginning on October 1, 2024 using the tax bill collection method; and,

WHEREAS, the City Council, on July 2, 2024, adopted Resolution No. 2024-13 (the "Preliminary Assessment Resolution"), referencing the Residential Solid Waste Services to be provided to Assessed Property, describing the method of apportioning the Residential Solid Waste Services Assessed Cost to compute the Residential Solid Waste Services Special Assessment for Residential Solid Waste Services against Assessed Property, estimating a rate of assessment, and directing the preparation of the Assessment Roll and provision of the notice to the affected landowners; and,

WHEREAS, the Ordinance requires the City Council to adopt an Annual Assessment Resolution during its budget adoption process, which establishes the rate of assessment and approves the Assessment Roll for the upcoming Fiscal Year, with such amendments as the City Council deems appropriate, after hearing comments and objections of all interested parties; and

WHEREAS, the updated Assessment Roll has heretofore been made available for inspection by the public, as required by the Ordinance and the Preliminary Assessment Resolution; and

WHEREAS, notice of a public hearing has been published and mailed, which provided notice to all interested persons of an opportunity to be heard; and,

WHEREAS, a public hearing was held on September 3, 2024, and comments and objections of all interested parties have been heard and considered;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA:

SECTION 1. The aforementioned “WHEREAS” clauses are hereby ratified as true and correct and incorporated herein.

SECTION 2. AUTHORITY. This Resolution is adopted pursuant to the provisions of the Ordinance, the Preliminary Assessment Resolution, sections 166.021 and 166.041, Florida Statutes, and other applicable provisions of law.

SECTION 3. DEFINITIONS AND INTERPRETATION. This Resolution constitutes the Annual Assessment Resolution as described in the Ordinance. All capitalized terms in this Resolution shall have the meanings defined in the Ordinance and the Preliminary Assessment Resolution.

SECTION 4. IMPOSITION OF RESIDENTIAL SOLID WASTE SERVICES SPECIAL ASSESSMENT.

(A) The parcels of Assessed Property described in the Assessment Roll, as updated and which is hereby approved, are hereby found to be specially benefitted by the provision of the Residential Solid Waste Services described in the Preliminary Assessment Resolution, in the amount of the Residential Solid Waste Services Special Assessment set forth in the Assessment Roll, a copy of which was present or

available for inspection at the above-referenced public hearing and is incorporated herein by reference. It is hereby ascertained, determined, and declared that each parcel of Assessed Property within the City will be specifically benefitted by the City's provision of Residential Solid Waste Services, facilities and programs in an amount not less than the Residential Solid Waste Services Special Assessment of such parcel, computed in the manner set forth in the Preliminary Assessment Resolution. Adoption of this Annual Assessment Resolution constitutes a legislative determination that all assessed parcels derive a special benefit, as set forth in the Ordinance and the Preliminary Assessment Resolution, from the Residential Solid Waste Services to be provided, and a legislative determination that the Residential Solid Waste Services Special Assessments are fairly and reasonably apportioned among the properties that receive the special benefit as set forth in the Preliminary Assessment Resolution.

(B) The method of computing the Residential Solid Waste Services Special Assessment described in the Preliminary Assessment Resolution, as modified, amended, and supplemented herein, is hereby approved.

(C) For the Fiscal Year beginning October 1, 2024, the estimated Residential Solid Waste Services Assessed Cost to be assessed is \$761,076.00. The Residential Solid Waste Services Special Assessment to be assessed and apportioned among benefitted parcels pursuant to the Cost Apportionment and Parcel Apportionment to generate the estimated Residential Solid Waste Services Assessed Costs for the Fiscal Year commencing October 1, 2024, is hereby established at \$324.00 annually, per residential unit. This assessment rate is hereby approved. Except as otherwise provided herein, the Residential Solid Waste Services Special Assessment for Residential Solid Waste Services in the amounts set forth in the Assessment Roll, as herein approved, are hereby levied and imposed on all parcels of Assessed Property described in the Assessment Roll. Interim special assessments as described in the Preliminary Assessment Resolution are approved.

(D) The Residential Solid Waste Services Special Assessment shall constitute a lien upon the Assessed Property so assessed equal in rank and dignity with the liens of all state, county, district or municipal taxes and other non-ad valorem Assessment. Except as otherwise provided by law, such lien shall be superior in dignity to all other liens, titles, and claims, until paid.

(E) The Assessment Roll as herein approved, together with the correction of any errors or omissions as provided for in the Ordinance, shall be delivered to the Tax Collector for collection using the tax bill collection method in the manner prescribed by the Ordinance.

SECTION 5. CONFIRMATION OF PRELIMINARY ASSESSMENT RESOLUTION. The Preliminary Assessment Resolution adopted July 2, 2024, except as may be amended herein, is hereby confirmed.

SECTION 6. METHOD OF COLLECTION. As provided in the Preliminary Assessment Resolution, the Residential Solid Waste Services Special Assessment shall be collected on the annual property tax bills pursuant to the Uniform Assessment Collection Act.

SECTION 7. EFFECT ON ADOPTION OF RESOLUTION. The adoption of this Annual Assessment Resolution shall be the final adjudication of the issues presented (including, but not limited to, the determination of special benefit and fair apportionment to the Assessed Property, the method of apportionment and assessment, the rate of assessment, the Assessment Roll and the levy and lien of the Residential Solid Waste Services Special Assessment), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within twenty (20) calendar days from the date of this Annual Assessment Resolution.

SECTION 8. SEVERABILITY. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be considered as eliminated and in no way affecting the validity of the other provisions of this Resolution.

SECTION 9. CONFLICTS. That all prior Resolutions or parts of resolutions in conflict herewith, are hereby repealed to the extent of such conflict.

SECTION 10. EFFECTIVE DATE. This Annual Assessment Resolution shall take effect immediately upon its passage and adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this 3rd day of September, 2024.

City of Westlake
JohnPaul O'Connor, Mayor

Zoie Burgess, City Clerk

Approved as to Form and Sufficiency
City Attorney

**CERTIFICATE
TO
NON-AD VALOREM ASSESSMENT ROLL**

I HEREBY CERTIFY that, I am the City Manager of the City of Westlake, or authorized agent of the City of Westlake, Florida (the "City"); as such I have satisfied myself that all property included or includable on the non-ad valorem assessment roll for residential Solid Waste Services (the "Non-Ad Valorem Assessment Roll") for the City is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I FURTHER CERTIFY that, in accordance with the Uniform Assessment Collection Act, this certificate and the herein described Non-Ad Valorem Assessment Roll will be delivered to the Palm Beach County Tax Collector by September 15, 2024.

IN WITNESS WHEREOF, I have subscribed this certificate and directed the same to be delivered to the Palm Beach County Tax Collector and made part of the above described Non-Ad Valorem Assessment Roll this day of _____, 2024.

CITY OF WESTLAKE, FLORIDA

By: _____
Title: _____

[to be delivered to Palm Beach County Tax Collector on or before September 15]

File Attachments for Item:

A. FIRST READING: ORDINANCE 2024-03 – CHAPTER 8 ENTITLED “PARKING REGULATIONS” AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”

Submitted By: Planning and Zoning

ORDINANCE NO. 2024-03

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CODE OF ORDINANCES BY SPECIFICALLY AMENDING CHAPTER 8 ENTITLED “PARKING REGULATIONS” BY SPECIFICALLY AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”; PROVIDING FOR DEFINITION OF TRAILERS; PROVIDING FOR PROHIBITION OF PARKING ON RIGHTS OF WAY; PROVIDING FOR THE DELETION OF ARTICLE 8.9 (E) RELATIVE TO ELECTRIC VEHICLE CHARGING STATIONS; PROVIDING FOR THE AMENDMENT TO TABLE 8-6 ENTITLED “REQUIRED OFF-STREET PARKING SPACES”; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.



Meeting Agenda Item Coversheet

MEETING DATE:		9/3/2024	Submitted By: Planning and Zoning	
SUBJECT: <i>This will be the name of the Item as it will appear on the Agenda</i>		FIRST READING: Ordinance 2024-03 – CHAPTER 8 ENTITLED “PARKING REGULATIONS” AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”		
STAFF RECOMMENDATION: (MOTION READY)		Motion to recommend approval of FIRST READING of Ordinance 2024-03 – CHAPTER 8 ENTITLED “PARKING REGULATIONS” AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”		
SUMMARY and/or JUSTIFICATION:		This Ordinance amends Chapter 8 providing for definition of trailers; providing prohibition of parking on right of way; providing for the deletion of Article 8.9 (E) relative to electric vehicle charging stations; providing for the amendment to Table 8-6 entitled “Required Off-Street Parking Spaces”.		
SELECT, if applicable	AGREEMENT:		BUDGET:	
	STAFF REPORT:		PROCLAMATION:	
	EXHIBIT(S):	X	OTHER:	
IDENTIFY EACH ATTACHMENT. <i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i>		Exhibit A: Ordinance 2024-03 – CHAPTER 8 ENTITLED “PARKING REGULATIONS” AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”		
SELECT, if applicable		RESOLUTION:	ORDINANCE: 2024-03	X
IDENTIFY FULL RESOLUTION OR ORDINANCE TITLE <i>(if Item is <u>not</u> a Resolution or Ordinance, please erase all default text from this field’s textbox and leave blank) <u>Please keep text indented.</u></i>		ORDINANCE NO. 2024-03 AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CODE OF ORDINANCES BY SPECIFICALLY AMENDING CHAPTER 8 ENTITLED “PARKING REGULATIONS” BY SPECIFICALLY AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”; PROVIDING FOR DEFINITION OF TRAILERS; PROVIDING FOR PROHIBITION OF PARKING ON RIGHTS OF WAY; PROVIDING FOR THE DELETION OF ARTICLE 8.9 (E) RELATIVE TO ELECTRIC VEHICLE CHARGING STATIONS; PROVIDING FOR THE AMENDMENT TO TABLE 8-6 ENTITLED “REQUIRED OFF-STREET PARKING SPACES”; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.		
FISCAL IMPACT (if any):			\$	

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ORDINANCE NO. 2024-03

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CODE OF ORDINANCES BY SPECIFICALLY AMENDING CHAPTER 8 ENTITLED “PARKING REGULATIONS” BY SPECIFICALLY AMENDING SECTION 7 ENTITLED “RECREATIONAL VEHICLES, TRAILERS AND WATERCRAFT”; PROVIDING FOR DEFINITION OF TRAILERS; PROVIDING FOR PROHIBITION OF PARKING ON RIGHTS OF WAY; PROVIDING FOR THE DELETION OF ARTICLE 8.9 (E) RELATIVE TO ELECTRIC VEHICLE CHARGING STATIONS; PROVIDING FOR THE AMENDMENT TO TABLE 8-6 ENTITLED “REQUIRED OFF-STREET PARKING SPACES”; PROVIDING FOR CODIFICATION, PROVIDING FOR A CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.

Whereas, the purpose and intent of the off-street parking and loading standards in the City of Westlake Land Development Regulations is to ensure that adequate parking is provided to meet the parking needs of all uses located within the City of Westlake; and

Whereas, the parking code provides standards and requirements for parking both on-site and off- site, loading requirements and stacking requirements for parking facilities based upon the density and intensity of residential and non-residential use; and

Whereas, the parking code provides requirements for pedestrian circulation, lighting standards within parking lots, and standards for reduced and shared parking requirements for new or expanded uses; and

Whereas, the Local Planning Agency has conducted a hearing on September 3, 2024, and made a recommendation to the City Council with respect to the adoption of the parking regulations ordinance; and

Whereas, the City Council has conducted a public hearing on **TBD**, wherein it considered the recommendation of the Local Planning Agency Board, the City staff and comments from the public into consideration and has determined that the adoption of this parking regulations ordinance is in the best interest of the public safety and welfare of the City of Westlake; and

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY FOR THE CITY OF WESTLAKE, FLORIDA, AS FOLLOWS:

SECTION 1. Recitals. The foregoing recitals are confirmed, adopted and incorporated herein and made a part hereof by this reference.

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1 **SECTION 2.** The City Council hereby amends the City’s Code of Ordinances by
2 specifically amending Chapter 8 Entitled “Parking Regulations” by specifically amending
3 Section 7 entitled “Recreational Vehicles, Trailers and Watercraft”:

4 **Section 7. Recreational Vehicles, Trailers and Watercraft**

5 (1) **Applicability.** This section shall not be read to prohibit the
6 storage of trailers, recreational vehicles, watercraft, or similar vehicles in
7 either a) commercial storage facilities, or b) commercial or retail facilities
8 displaying trailers, recreational vehicles, watercraft, or similar vehicles
9 within a designated area pursuant to an approved site plan.

10 (2) **Storage.** Recreational vehicles, trailers (shall mean any vehicle
11 with or without motive power, other than a pole trailer, designed for
12 carrying persons or property and for being drawn by a motor vehicle.), and
13 watercraft shall be stored in a fully-enclosed garage facility.

14 (3) **Loading and unloading.** An RV or watercraft may be permitted
15 in the front yard of a lot for one 24-hour period to permit loading or
16 unloading. This period may be extended by the Planning and Zoning
17 Director.

18 (4) **Residential use prohibited.** Under no circumstances shall an
19 RV or watercraft, parked or stored pursuant to this subdivision, be used
20 for temporary or permanent residential purposes, including living,
21 sleeping, or other similar occupancy, or storage in any manner.

22 (5) **Watercraft and trailers.** For the purposes of this subdivision,
23 when a watercraft is parked, stored, or resting on a trailer or similar device
24 used or intended for storage or transportation, the watercraft and the trailer
25 shall be considered a single unit and subject to the regulations and
26 restrictions applicable to a watercraft.

27 (6) **Parking on rights-of-way.** The parking, standing or stopping of
28 a watercraft; RV; swamp buggies; bus; truck with a gross vehicle weight
29 rating in excess of ten thousand (10,000) pounds, or rated over one (1) ton,
30 or height in excess of seven (7) feet including any load, bed or box, or
31 length in excess of twenty-two (22) feet; truck tractor; trailer; semi-trailer;
32 pole trailer; step-van; commercial vehicle; recreational vehicle; or
33 construction and industrial equipment for a period exceeding one (1) hour
34 in any twenty-four-hour period is prohibited on all public streets, all alleys
35 and rights-of-way therewith located within the city.

36 (a) The prohibitions shall not apply to motor vehicles which
37 are temporarily parked for the purpose of loading and
38 unloading materials or equipment or making service

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- 1 calls, however, the duration of such temporary parking
- 2 shall not exceed four (4) hours in any twenty-four-hour
- 3 period.
- 4 (b) The prohibitions shall not apply to motor vehicles which
- 5 have become disabled; however, the duration of such
- 6 temporary parking shall not exceed four (4) hours after
- 7 which the vehicle must be removed by wrecker towing if
- 8 necessary, regardless of the nature of the emergency.
- 9 (c) The parking of non-prohibited vehicles shall be done in
- 10 a safe manner so as not to cause hazards such as
- 11 encroachment on sidewalks, obstruction of visibility to
- 12 motorists utilizing the roadway, or in general affecting
- 13 the ability of motorists to safely use the roadway. The
- 14 parking of non-prohibited vehicles shall not obstruct
- 15 driveways or impede the ability of the abutting property
- 16 owner to maintain the right-of-way strip.
- 17 (d) No person shall park a vehicle upon any right-of-way for
- 18 the purpose of advertising any place of business or
- 19 service, displaying the vehicle for sale, repairing the
- 20 vehicle except repairs necessary for meeting an
- 21 emergency, or selling merchandise from the vehicle,
- 22 except when authorized or licensed under the Code or
- 23 other ordinances of the city.
- 24 (e) Parking on swales. It shall be unlawful to stop, park or
- 25 drive a motor vehicle upon the unpaved portion of the
- 26 street right-of-way or swale area within the city.
- 27

28 **ARTICLE 8.9** **Number of Parking Spaces Required**

29 Section 1: General Provisions

30 A) Miscellaneous Uses. For any use not listed in Table 8-6, Required Off-street Parking
31 Spaces, the planning and zoning director shall determine off-street parking requirements
32 based on uses with similar characteristics.
33

34 B) Required spaces. The number of off-street parking spaces required for individual uses
35 is established in Table 8-6. The standards established in this section provide the
36 minimum vehicular parking requirements for the various uses as classified. As indicated
37 in Table 8-6, the planning and zoning director may request additional information to
38 demonstrate compliance with overall parking demand.
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2 C) Mixed uses. For mixed use projects approved by the city council with a specific
3 percentage of individual uses, total off-street parking requirements shall be calculated
4 based upon the requirements applicable to each individual use. For commercial shopping
5 centers or other centers which may provide a variety of mixed uses, the parking
6 requirements for a shopping center shall apply.

7
8 D) Parking Deviation(s). Deviation(s) from the provisions of this Chapter may be
9 permitted for government facilities within the Downtown Mixed Use and Civic Zoning
10 Districts, subject to approval by the City Council utilizing the following standards:

11 (1) The proposed deviation(s) maintains compatibility with
12 the uses and character of land surrounding and in the vicinity of the land proposed for
13 development;

14 (2) Adverse effects on adjacent uses and lands, including
15 but not limited to visual impact, are determined to be minimal or otherwise negligible
16 upon review and consideration of surrounding lands, uses, zoning, Future Land Use
17 (FLU), character, or other pre-existing conditions;

18 (3) Special or unique circumstances or factors exist that are
19 applicable to the proposed use, structure, feature, or land proposed for development;

20
21 (4) The proposed deviation(s) allows for reasonable or
22 practical use of the land proposed for development;

23 (5) Approval of the deviation(s) is consistent with the
24 purpose, goals, policies, and objectives of the Comprehensive Plan and these Land
25 Development Regulations; and,

26 (6) Approval of the deviation(s) is not injurious to the
27 surrounding area or otherwise detrimental to public health, safety, and general welfare.
28

29 ~~E) Electric Vehicle Charging Stations. Each Electric Vehicle Charging Parking Space~~
30 ~~(EVCPS) shall be marked by a sign designating the parking space as an EVCPS~~
31 ~~parking space, in accordance with the Manual on Uniform Traffic Control Devices~~
32 ~~(MUTCD) of the Federal Highway Administration for electric vehicles.~~

33 ~~(1) For multi-family residential developments, Electric Vehicle Charging~~
34 ~~Parking Space(s) (EVCPS) are permitted by right.~~

35 ~~(2) Non-residential developments shall have a minimum of one (1) space~~
36 ~~or 2% of the total required parking spaces (whichever is greater)~~
37 ~~designated as EVCPS, up to a maximum of 20 spaces or up to 10% of~~
38 ~~the total required parking spaces (whichever is greater).~~

39 ~~(3) In order to qualify as an EVCPS, the parking space must have a~~

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- 1 ~~Level 2 or higher electric vehicle charger.~~
- 2 ~~(4) By right, any space in any residential or non-residential development~~
- 3 ~~may be developed with the electrical and other infrastructure~~
- 4 ~~necessary to support an electric vehicle charger, whether or not such~~
- 5 ~~charger is installed.~~
- 6 ~~(5) All EVCPSs shall count towards parking space requirements.~~
- 7 ~~Vehicles that are not capable of charging by using the EVCPS are~~
- 8 ~~prohibited from parking in these space. The parking space must have~~
- 9 ~~a Level 2 or higher electric vehicle charger.~~
- 10 ~~(6) EVCPSs shall be painted green or shall be marked by green painted~~
- 11 ~~lines or curbs.~~

13 **SECTION 3.** Providing for the amendment to Table 8-6 entitled “Required Off-Street
14 Parking Spaces” amended as follows:

15 **TABLE 8-6: REQUIRED OFF-STREET PARKING SPACES**

Recreation, Commercial-Indoor	To be determined <u>1 space per 360 square feet</u>
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18 **SECTION 4. Codification.** It is the intention of the City Council of the City of Westlake that
19 the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of
20 the City of Westlake, Florida, and that the Sections of this Ordinance may be renumbered, re-
21 lettered and the word “Ordinance” may be changed to “Section,” “Article” or such other word
22 or phrase in order to accomplish such intention.

24 **SECTION 5. Conflicts.** All ordinances or parts of ordinances, resolutions or parts of resolutions
25 which are in conflict herewith, are hereby repealed to the extent of such conflict.

27 **SECTION 6. Severability.** Should the provisions of this ordinance be declared to be severable
28 and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be
29 invalid or unconstitutional, such decision shall not affect the validity of the remaining sections,
30 sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the
31 legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

33 **SECTION 7. Effective Date.** This ordinance shall be effective upon adoption on second
34 reading.

36 **PASSED** this _____ day of _____, 2024, on first reading.

37 **PASSED AND ADOPTED** this _____ day of _____, 2024, on second reading.

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1st Reading _____
2nd Reading _____

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City of Westlake

JohnPaul O'Connor, Mayor

G. Langowski _____
G. Werner _____
J. Martinez _____
C. Leonard _____
J.P. O'Connor _____

ATTEST:

Zoie Burgess, City Clerk

APPROVED AS TO LEGAL FORM:

CITY ATTORNEY