CITY OF WESTLAKE

AGENDA

City Council Regular Meeting
Tuesday, January 06, 2026, 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: 2632 888 9851 | 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
Erik Gleason, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager
Odet Izquierdo, Acting City Clerk
Donald J. Doody, Esq., City Attorney
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

[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 2026-01 - Martin Luther King Jr. Day

B. Proclamation 2026-02 - Holocaust Remembrance Day

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. MINUTES_City Council and Seminole Improvement District Joint Workshop 09.02.2025 DRAFT

B. MINUTES_City Council Regular Meeting - 12.02.2025 DRAFT

C. MINUTES_City Manager Application Review by FCCMA Senior Advisors Minutes 12.09.2025 DRAFT

D. Monthly Financial Report - November

PUBLIC HEARING - QUASI JUDICIAL

A. **SPR-2025-04:** The applicant is requesting approval of a Site Plan Review for a proposed motor vehicle repair use known as Mavis Tires & Brakes – City of Westlake on Parcel A within the Publix at Westlake Plaza development. Parcel A is located on the east side of the Publix at Westlake Plaza site and abuts the north side of Parcel B. The proposed development consists of a 5,636-square-foot building.

Submitted By: Planning and Zoning

B. **MSP-2025-03:** The applicant is requesting Master Sign Plan approval for Pod G North to be known as Town Center West, located West of Seminole Pratt Whitney Road, South of Town Center Pkwy N, and North of Town Center Pkwy S. The plan includes two (2) previously approved Pod Entry Monument signs and six (6) ground signs, arranged in two (2) sign groupings at the north, east, and south entrance of Pod G North. The subject application includes five (5) waivers.

Submitted By: Planning and Zoning

PUBLIC HEARING

A. **SECOND READING:** Ordinance 2025-10 – Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS," TO REVISE SECTION 101-1, "DEFINITIONS AND ACRONYMS," TO ESTABLISH A DEFINITION FOR "RECREATION, INDOOR SPORT COURT"; AND AMENDING CHAPTER 111, "PARKING," TO REVISE SECTION 111-192, "GENERAL PROVISION," INCLUDING AMENDMENTS TO TABLE 111-192, "REQUIRED OFF-STREET PARKING SPACES," TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

B. **FIRST READING** – Ordinance 2026-01 – An Ordinance Amending the City's Land Development Code to Establish Procedures for Reasonable Accommodation and the Review and Approval of Certified Recovery Residences

Submitted By: Administration

ORDINANCE 2026-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT CODE BY CREATING SECTION _____ ENTITLED "REASONABLE ACCOMMODATION"; PROVIDING FOR INTENT, PURPOSE AND DEFINITIONS; PROVIDING FOR THE ESTABLISHMENT OF PROCEDURES FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR REASONABLE ACCOMMODATION TO CONFORM WITH LEGISLATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

NEW BUSINESS

A. Presentation of Top Three Candidates for the Happy Program

Submitted By: Administration

B. City Manager Recruitment Process – Selection of Semi Finalists

Submitted By: Administration

C. Consideration and Approval of Fireworks Display Contract with Zambelli Fireworks Manufacturing Co. for July 4, 2026

Submitted By: Administration

D. City Council Travel and Meal Expenditure Policy

Submitted by: Administration

E. MINUTES_City Council Regular Meeting - 11.04.2025 DRAFT

CITY COUNCIL COMMENTS

A. Councilwoman Charlotte Leonard

B. Councilman Erik Gleason

C. Councilman Gary Werner

D. Vice Mayor Greg Langowski

E. Mayor JohnPaul O'Connor

REPORT - STAFF

REPORT - CITY ATTORNEY

REPORT - CITY MANAGER

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.

ADJOURNMENT

Next Meeting (Subject to Change or be Cancelled): **February 3, 2026**

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: December 24, 2025

File Attachments for Item:

A. Proclamation 2026-01 - Martin Luther King Jr. Day

Proclamation

DECLARING JANUARY 19, 2026
MARTIN LUTHER KING, JR. DAY

WHEREAS, the Civil Rights movement of the 1960's has profoundly impacted the course of American history and continues to shape the direction and debate of our society; and

WHEREAS one of the great leaders of that 20th century movement is Dr. Martin Luther King, Jr., whose "dream" is no less inspirational and important today than when he first expressed it more than 50 years ago; and

WHEREAS, even with the gains of the Civil Rights movement over the years, there are many goals and needs that must be pursued to continue our commitment to achieve justice in our society, including a commitment to economic justice in the face of increasing disparity between rich and poor; and

WHEREAS, as we look forward to the future with optimism—inspired by Dr. King's legacy and informed by his wisdom and vision—let us rededicate ourselves to keeping his dream alive and be reminded that we are united together as one community.

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 JANUARY 19, 2026:

"MARTIN LUTHER KING, JR. DAY"

BE IT FURTHER PROCLAIMED BY THE CITY OF WESTLAKE that this proclamation is duly sealed, ribboned and approved by the members of this Council.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Westlake, Florida to be affixed this 6th day of January 2026.

_____
JohnPaul O'Connor, Mayor

ATTEST:

_____
Odet Izquierdo, Acting City Clerk

File Attachments for Item:

B. Proclamation 2026-02 - Holocaust Remembrance Day

Proclamation

DECLARING JANUARY 27, 2026
HOLOCAUST REMEMBRANCE DAY

WHEREAS, the United Nations has designated January 27 as an annual International Day of Commemoration in memory of the victims of the Holocaust; and

WHEREAS, January 27, 2026, marks 81 years since the liberation of the Auschwitz-Birkenau concentration camp in German-occupied Poland; and

WHEREAS, the Holocaust, which resulted in the murder of one third of the Jewish people, along with countless members of other minorities, will forever be a warning to all people of the dangers of hatred, bigotry, racism and prejudice; and

WHEREAS, with the official commemoration of the International Holocaust Remembrance Day we promote Holocaust education throughout the world. It is imperative to affirmatively speak out and oppose hatred and actions to attack, murder, or commit other heinous acts against people because of their religion, race, ethnicity, gender, sexuality, disabilities or other qualities of their personhood; and

WHEREAS, the International Holocaust Remembrance Day has been set aside to remember the victims of the Holocaust, as well as to reflect on the need for respect and non-discriminatory acceptance of all peoples and to overcome intolerance and indifference through learning and remembrance.

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 January 27, 2026:

"HOLOCAUST REMEMBRANCE DAY"

BE IT FURTHER PROCLAIMED BY THE CITY OF WESTLAKE that this proclamation is duly sealed, ribboned and approved by the members of this Council.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Westlake, Florida to be affixed this 6th day of January 2026.

_____
JohnPaul O'Connor, Mayor

ATTEST:

_____
Odet Izquierdo, Acting City Clerk

File Attachments for Item:

A. MINUTES_City Council and Seminole Improvement District Joint Workshop 09.02.2025 DRAFT

CITY OF WESTLAKE

MINUTES

City of Westlake and Seminole Improvement District
Joint Workshop
Tuesday, September 02, 2025, at 4:00 PM

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

DRAFT

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Gary Werner, Council Member – Seat 1
Erik Gleason, 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
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

A City Council and Seminole Improvement District Joint Workshop was held on Tuesday, September 2, 2025, at 4:00 PM, at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also attended the meeting through electronic means and accessed as follows:

1. Webex meeting from a computer, tablet or smartphone at the following link: https://cityofwestlake.my.webex.com

   Meeting ID: 2864 515 9727

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

   Meeting ID: 2864 515 9727

CALL TO ORDER

Mayor O'Connor called the City Council and Seminole Improvement District Joint Workshop on Tuesday, September 2, 2025, to order at 4:00 PM

ROLL CALL

Present and constituting a quorum:

Councilman Gary Werner
Councilman Erik Gleason
Councilwoman Charlotte Leonard
Vice Mayor Greg Langowski
Mayor JohnPaul O'Connor

District President Scott Massey
District Secretary Leolani Gevers

Also Present:

Ken Cassel, City Manager
Zoie P. Burgess, CMC, City Clerk
Odet Izquierdo, Deputy City Clerk
Donald J. Doody, Esq., City Attorney

PLEDGE OF ALLEGIANCE

Mayor O'Connor led the Pledge of Allegiance

WORKSHOP AGENDA

A. CITY/SID Vision Update

Mayor O'Connor introduced the item, and City Manager Ken Cassel opened the discussion by emphasizing the importance of maintaining effective communication between the City and Seminole Improvement District (SID), especially as he prepares to depart from his position. He stressed that exceptional communication between the new city manager and district manager would be vital, along with long-range planning, noting that the city would need to look at least a year and a half ahead to coordinate with SID on budgeting matters.

Mr. Cassel reminded everyone that SID predated the city and is an independent government entity, not subservient to the city. He explained that by serving in dual roles, he had been able to consider both perspectives simultaneously and find mutually beneficial solutions. He cautioned that having two different managers would require careful coordination to determine how to accomplish goals that might require partial funding from both entities.

He clarified that SID would not officially become a dependent district until approximately 30 years from now, unless there was a mutual agreement between SID and the city to transition earlier. The city charter clearly defines the responsibilities of both entities to avoid duplication of efforts.

Regarding the park project, Mr. Cassel reported that the city cannot apply for a Florida Recreation Development Assistance Program (FRDAP) grant because it does not own the property or have a 30-year lease. Instead, he instructed SID's grant writer to apply for the FRDAP grant. He noted that SID has approximately $400,000 in matching funds, but the first phase would cost about $1.1 million, so the city might need to provide additional funding to complete this phase.

Mr. Cassel indicated that the park plans include two traffic circles at the entrances, with flagpoles at each entrance. He mentioned that President Massey had suggested placing a second flagpole at the second traffic circle. The first phase would include both entrances, traffic circles, parking areas, and spaces for food trucks. He reported that the lot would be finished with seeding and mulching by the end of the week, making it operational for basic public use like soccer and other activities.

Mr. Cassel reminded everyone that while often referred to as a city park, it is SID’s park within city limits, making it a joint park.

Council asked about park operations once the grass is seeded. Mr. Cassel explained it would likely operate from 7 AM to 7 PM, similar to the fitness park pathway, allowing staff to open and close both facilities simultaneously. He confirmed that fencing would be installed around the water towers in the back corner.

Mayor O'Connor inquired about the timeline for the FRDAP grant. Mr. Cassel stated that the application deadline is the end of September, after which applications would be processed and ranked. Mayor O’Connor also mentioned the possibility of finding additional funding through appropriations or the governor's office, noting that a new legislative session would begin in January.

The council and board discussed whether they were satisfied with the current park plan. Councilman Werner asked about leasing arrangements, and Mr. Cassel explained that having the city lease the property would not be advantageous as it would make the city responsible for everything on the property. He recommended keeping the property under SID ownership and using the city as an additional funding source. When the park is fully developed, SID will retain ownership of the underlying land, with the interlocal agreement between the city and SID determining operational responsibilities and funding.

President Massey described the planned Phase 1, which would include the two entrances, two roundabouts, and parking between them, with approximately 20 food truck spots featuring water and electrical service. The council and board agreed this was a good starting point. SID Engineer Ryan Wheeler confirmed that the $1.1 million budget should cover this first phase including the entrances, roundabouts, electrical and water utilities.

President Massey suggested that at the upcoming SID board meeting on Monday, they could authorize going out to bid for Phase 1 to determine if the estimated costs were accurate. Mayor O'Connor expressed support for the city matching SID's funding, particularly if grants were secured.

The group discussed the history of the park project, including a previous plan for a public-private partnership that fell through when COVID hit. Mayor O'Connor indicated he would still be receptive to a public-private partnership if an operator could fund the entire project (estimated at $12-13 million) while benefiting the city.

President Massey explained that Phase 1 would include conduits for future lighting and electrical vehicle spaces, though the actual lighting would come in a later phase. The group agreed that Phase 1 was necessary regardless of what ultimately happens with the park.

Councilman Werner inquired about the timeline for SID to potentially come together with the City of Westlake. President Massey explained that while the sunset date is set for 30 years, he anticipated the transition would

happen sooner, perhaps in 10-15 years, once development slows and SID's role becomes primarily management rather than construction. He explained that at that point, SID would become a dependent district with the City Council sitting as the SID board.

Mayor O'Connor emphasized that both entities serve the same constituents, and the transition would happen when it makes the most sense for the city.

Mr. Cassel announced that SID has contracted with the Palm Beach Sheriff's Office for a 40-hour per-week deputy dedicated to patrolling SID lakes and property for trespassing and other issues.

President Massey reported that SID's new building is expected to be completed and occupied by February, with space being saved for anticipated city needs.

Regarding the city's search for temporary office space, Mr. Cassel reported that the RFP is out, but no one attended the pre-bid meeting. He mentioned they would continue reaching out to potential locations including any open spaces in Publix, and the Grove marketplace plazas. The RFP is for approximately 3,500 square feet with terms of 5 years.

Mayor O'Connor asked about the status of road connection issue but was informed it remains in litigation with an appeal filed and no resolution yet.

There being no further council and board discussion the Mayor O'Connor opened for public comments.

PUBLIC COMMENTS

Public Comment – Alicia Torres – 5447 Whippoorwill Circle - Ms. Torres wanted to confirm the next joint SID/City meeting would be December 2nd. She also reported witnessing cars running stop signs in front of Cresswind and the Hammocks, suggesting more law enforcement. Ms. Torres asked about Sunshine Law compliance with two new managers.

ADJOURNMENT

There being no further business, Mayor O'Connor adjourned the meeting at 4:55 PM.

Odet Izquierdo, Acting City Clerk

JohnPaul O'Connor, Mayor

File Attachments for Item:

B. MINUTES_City Council Regular Meeting - 12.02.2025 DRAFT

CITY OF WESTLAKE

MINUTES

City Council Regular Meeting
Tuesday, December 02, 2025 at 6:00 PM

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

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Gary Werner, Council Member – Seat 1
Erik Gleason, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager
Odet Izquierdo, Acting City Clerk
Donald J. Doody, Esq., City Attorney
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

DRAFT

A regular meeting of the City Council of the City of Westlake was held on Tuesday, December 2, 2025, at 6:00 PM., at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also attended the meeting through electronic means and accessed as follows:

1. Webex meeting from a computer, tablet or smartphone at the following link: https://cityofwestlake.my.webex.com/

   Meeting ID: 2866 209 6417
   Password: hello

2. Participants also dialed in using the following number:

   United States Toll: +1-650-479-3208
   Meeting ID: 2866 209 6417

CALL TO ORDER

Mayor O'Connor called the City of Westlake regular meeting of Tuesday, December 2, 2025, to order at 6:00 PM.

ROLL CALL

Present and constituting a quorum:

Councilman Gary Werner
Councilman Erik Gleason
Councilwoman Charlotte Leonard
Vice Mayor Greg Langowski
Mayor JohnPaul O'Connor

Also present:

Zoie P. Burgess, CMC, Acting City Manager
Donald J. Doody, Esq., City Attorney
Odet Izquierdo, Acting City Clerk

PLEDGE OF ALLEGIANCE

Mayor O'Connor led the Pledge of Allegiance.

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor O'Connor called for any additions, deletions, or modifications to the agenda.

Councilman Gleason made a motion to approve the agenda as presented. Seconded by Councilman Werner.

ROLL CALL

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

PUBLIC COMMENTS

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Vice Mayor Langowski made a presentation of a $90 check raised through a fundraiser by the Education Advisory Board at Jabrewski's, highlighting the collaborative effort to support local elementary education. Dissatisfied with the modest amount raised, Mayor O'Connor demonstrated his commitment to education by offering to match the contribution, thus raising the total to $180.

After this presentation, representatives from the Palm Beach County Sheriff's Office were called upon to deliver their report for November.

Following the Sheriff's report, Palm Beach County Fire Rescue provided their monthly report.

PRESENTATIONS/PROCLAMATIONS

No presentations or proclamations were scheduled.

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. Minutes_City Council Special Meeting - 10.27.2025 DRAFT

B. Minutes_City Council Regular Meeting - 11.04.2025 DRAFT

C. Monthly Financial Report – October

Councilman Werner requested that the November 4th meeting minutes be pulled from the consent agenda.

Mayor O'Connor called for a motion to approve the consent agenda with that item removed.

Motion by Councilman Gleason to approve the consent agenda with the November 4th minutes removed, seconded by Councilman Werner.

ROLL CALL

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

PUBLIC HEARING

A. FIRST READING: Ordinance 2025-08 – EAR-Based Comprehensive Plan Update

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-08

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, TRANSMITTING AN EAR-BASED AMENDMENT TO THE CITY OF WESTLAKE COMPREHENSIVE PLAN TO THE STATE LAND PLANNING AGENCY FOR STATE-COORDINATED REVIEW; AUTHORIZING TRANSMITTAL BY THE CITY TO THE STATE LAND PLANNING AGENCY (FLORIDA DEPARTMENT OF COMMERCE), AND ALL OTHER REQUIRED GOVERNMENTAL AGENCIES OR ENTITIES FOR THEIR REVIEW OF THE PROPOSED EAR-BASED AMENDMENT PURSUANT TO SECTION 163.3184(4), FLORIDA STATUTES (STATE-COORDINATED REVIEW PROCESS); DIRECTING THE APPROPRIATE CITY OFFICIALS TO TRANSMIT THE EAR-BASED AMENDMENT AND SUPPORTING MATERIAL TO THE STATE LAND PLANNING AGENCY (DEPARTMENT OF COMMERCE); PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Doody read the ordinance by title only.

City Planner Ms. Zacarias presented the comprehensive plan update, expressing her "elation" at its completion and gratitude to the council and Acting City Manager Ms. Burgess for their involvement from April onward.

Mr. Leon detailed the update was per Florida Statutes Section 163, following workshops on varied topics like land use, infrastructure, and legal elements, to align with state law's growth management requirements.

Acknowledging the 2025 plan aims to safeguard neighborhoods, expand housing and mixed-use areas, and support economic and recreational spaces. Post-transmittal, it will be reviewed by state agencies within 60 days and, barring objections, return for council adoption.

Motion by Vice Mayor Langowski to approve Ordinance 2025-08, seconded by Councilman Werner.

ROLL CALL

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0).

B. TRANSMITTAL (FIRST READING): Ordinance 2025-09 – 2025 10-Year Water Supply Facilities Work Plan

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-09

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF WESTLAKE, FLORIDA, AMENDING THE COMPREHENSIVE PLAN TO APPROVE FOR TRANSMITTAL AND SUBSEQUENT ADOPTION BY REFERENCE AN UPDATED 10-YEAR WATER SUPPLY FACILITIES WORK PLAN AS REQUIRED BY SECTION 163.3177, FLORIDA STATUTES; PROVIDING FOR THE ADOPTION OF AMENDMENTS TO THE CITY'S COMPREHENSIVE PLAN TO IMPLEMENT THE UPDATED WATER SUPPLY FACILITIES WORK PLAN; PROVIDING FOR ADOPTION OF UPDAT

POLICIES WITHIN THE COMPREHENSIVE PLAN INFRASTRUCTURE ELEMENT; PROVIDING FOR TRANSMITTAL TO FLORIDACOMMERCE (THE STATE LAND PLANNING AGENCY); PROVIDING THE REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Doody read the ordinance by title only.

Mr. Leon acknowledged that this ordinance functions as an amendment to the water supply facilities work plan. He noted its incorporation into the recently authorized comprehensive plan update and reported no additional remarks on this addition.

Mayor O'Connor opened the public hearing and asked for public comments. Hearing none, he closed the public hearing.

Motion by Councilman Werner to approve Ordinance 2025-09, seconded by Councilman Gleason.

ROLL CALL

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES

With all in favor, motion carried without dissent (5-0).

C. FIRST READING: Ordinance 2025-10 – Chapter 101 & Chapter 111 Zoning Text Amendment (Recreation, Indoor Sport Court)

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS," TO REVISE SECTION 101-1, "DEFINITIONS AND ACRONYMS," TO ESTABLISH A DEFINITION FOR "RECREATION, INDOOR SPORT COURT"; AND AMENDING CHAPTER 111, "PARKING," TO REVISE SECTION 111-192, "GENERAL PROVISION," INCLUDING AMENDMENTS TO TABLE 111-192, "REQUIRED OFF-STREET PARKING SPACES," TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Doody read the ordinance by title only.

Mr. Leon explained this was a privately initiated text amendment establishing parking calculations for a new use category: "recreation indoor sport courts." The definition specifies indoor court-based sports such as pickleball, volleyball, and tennis. The parking requirement would be 4 spaces per court plus 1 space per employee. The applicant provided examples of similar parking calculations from other municipalities. Staff had no objections, and the Local Planning Agency recommended approval.

Mayor O'Connor opened the public hearing and asked for public comments. Hearing none, he closed the public hearing.

Council discussion explained the text amendment creates appropriate parking standards for sport courts to better reflect actual use and free spaces for other tenants, with discussion confirming the site is over-parked and adaptable for future uses, and Council expressing appreciation for James Business Park's investment in the City.

Motion by Councilman Gleason to approve Ordinance 2025-10, seconded by Councilman Werner.

ROLL CALL

Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES

With all in favor, motion carried without dissent (5-0).

NEW BUSINESS

A. RESOLUTION 2025-35 - Approving and Authorizing the Acting City Manager to Execute an Engagement Letter with Berger, Toombs, Elam, Gaines & Frank for Auditing Services FY ended September 30, 2025.

Submitted By: Administration

RESOLUTION NO. 2025-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND AUTHORIZING THE ACTING CITY MANAGER TO EXECUTE AN ENGAGEMENT LETTER WITH BERGER, TOOMBS, ELAM, GAINES, AND FRANK FOR PROFESSIONAL AUDIT SERVICES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Doody read the ordinance by title only.

Ms. Burgess explained this was the annual engagement for auditing the city's financial statements for the year ending September 30, 2025. The services are based on time required and individuals assigned, plus direct expenses. She highlighted a $5,000 increase in services this year.

Council discussion regarding the annual audit engagement for FY 2025, noting a $5,000 increase due to city growth and added state requirements, with concerns raised about independence because the auditor is an Inframark preferred vendor, ultimately agreeing to proceed this year but seek competitive quotes for next year's audit.

Motion by Councilman Werner to approve Resolution 2025-35, seconded by Councilman Gleason.

ROLL CALL

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

B. Education Advisory Board - Consideration and Appointment of one (1) Alternate Member

Submitted By: City Clerk's Office

RESOLUTION NO. 2025-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPOINTING ONE (1) ALTERNATE MEMBER TO SERVE ON THE EDUCATION ADVISORY BOARD; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Doody read the ordinance by title only.

Ms. Burgess explained the Education Advisory Board consists of five regular members and one alternate member, all serving one-year terms expiring April 30th. One vacant alternate position remained. Chad Lovett had applied and was present in the audience.

Vice Mayor Langowski, speaking for the Education Advisory Board, confirmed they met November 6th with Mr. Lovett attending. He had also met with Lovett twice individually and recommended his appointment.

Motion by Councilman Werner to approve Resolution 2025-36 appointing Chad Lovett, seconded by Vice Mayor Langowski

ROLL CALL

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

C. Interlocal Agreement Between Seminole Improvement District and the City of Westlake for Field Service Support

Submitted By: Administration

Mayor O'Connor introduced the item.

Ms. Burgess presented a proposed interlocal agreement with Seminole Improvement District to provide personnel support for City special events. Council discussed the need to move forward for upcoming events and agreed the item could be approved subject to the Acting City Manager's approval and legal sufficiency review.

Motion by Vice Mayor Langowski to approve the Interlocal Agreement Between Seminole Improvement District and the City of Westlake for Field Service Support, seconded by Councilwoman Leonard.

ROLL CALL

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0).

CITY COUNCIL COMMENTS

A. Councilwoman Charlotte Leonard discussed preparations for the upcoming Palm Beach County Days trip, as well as holiday wishes to everyone.

B. Councilman Gleason began by congratulating Mayor O'Connor and Vice Mayor Langowski on going unopposed for the upcoming elections. He thanked city staff for their hard work and extended holiday wishes to all.

C. Councilman Werner raised several items. First, he requested council support for the acting city manager to investigate establishing a finance committee of residents who could review receivables and payables monthly.

Second, he requested a council directed review of the development code to clean up internal contradictions and conflicts like those recently encountered with cabinet signs.

Third, he inquired about the RFP for city office space that former City Manager Mr. Cassel had issued months ago. He recalled being told there were no responses but wondered about current status. With some industrial space available he felt the city should explore options even if through direct negotiation rather than waiting for RFP responses. Council thanked Werner, who concluded with holiday wishes.

D. Vice Mayor Langowski presented two items. First, from the November 6th Education Advisory Board meeting, they discussed Mr. Lovett's proposal for a Westlake Night at Roger Dean Stadium where he works. The proposed date of April 18th would feature spirit night fundraising for Westlake with special pricing on hot dogs and hamburgers, opportunities for students to sing the national anthem, and possibly throw the first pitch.

Second, Vice Mayor Langowski distributed a recap of his attendance at the National League of Cities' City Summit as Westlake's representative. One key takeaway was the recommendation for municipalities to adopt formal travel policies for transparency and consistency. Ms. Burgess confirmed Westlake only has a simple reimbursement policy currently. Discussion ensued about what such a policy would entail, with Vice Mayor Langowski explaining it provides guidelines protecting the city while ensuring transparency. The City Attorney offered to draft a proposed travel policy for council consideration.

E. Mayor O'Connor reminded everyone about the Holiday Pop-Up on December 7th at noon in a new location. He encouraged attendance, noting 80 vendors, a snow globe photo opportunity with falling snow, and other exciting features. Since the council wouldn't meet again before the holidays, he wished everyone Happy Holidays, Hanukkah, and Christmas.

REPORT – STAFF

No additional staff reports beyond the first responders.

REPORT - CITY ATTORNEY

Mr. Doody had nothing to report other than wishing the Mayor and Council happy holidays and best wishes for the coming year.

REPORT - CITY MANAGER

Ms. Burgess provided several updates. First, the 2026 election would not occur as all three seats up for reelection (Seat 2 - Councilman Gleason, Seat 4 - Vice Mayor Langowski, and Mayor) ran unopposed, eliminating the need for a March 2026 municipal election.

Regarding the city manager recruitment, the position closed November 24th with 19 applications received. All applications were provided to FCCMA senior advisors for review. A public review of applications was tentatively scheduled for December 11th at City offices, where the advisors would meet publicly to review applications (not interview candidates). The meeting would be publicly noticed and available via WebEx. She anticipated presenting a shortlist to council in January, with council conducting one-on-one interviews in late January or early February.

For business updates, 28 new businesses (brick-and-mortar and home-based) joined Westlake this fiscal year. Recent additions include Fifth Third Bank and Carmela’s Coffee, with Westlake Veterinary Urgent Care a

Chicken Salad Chick coming soon. Last month saw 104 permits issued and 24 Certificates of Occupancy granted.

Finally, applications were received for the HAPPY program position. She would begin reviewing applications and interviews, offering to bring top candidates to council for input.

Council discussed the HAPPY position hiring process, with differing views on the level of Council involvement versus City Manager authority. It was clarified by the City Attorney that the City Manager retains final hiring authority, but consensus was reached that Council will review top candidates and provide input before a final decision is made.

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.

Public Comment – Alicia Torres – 5447 Whippoorwill Circle – Ms. Torres discussed the City's search for office space, noting that a well-connected local real estate agent was unaware of any RFP, raising concerns about missed communication, and suggested the former liquor store location as a potential City facility. Ms. Torres also expressed concern about pedestrian, scooter, and bicycle safety, recommending community education workshops similar to those she experienced in a university city, covering proper signals, visibility, and road etiquette, especially for children.

ADJOURNMENT

There being no further business, Mayor O'Connor adjourned the meeting at 7:09 PM.

Odet Izquiedo, Acting City Clerk

JohnPaul O'Connor, Mayor

File Attachments for Item:

C. MINUTES_City Manager Application Review by FCCMA Senior Advisors Minutes 12.09.2025 DRAFT

CITY OF WESTLAKE

MINUTES

City Manager Application Review by
FCCMA Senior Advisors
Tuesday, December 09, 2025 at 10:00 AM

Westlake Council Chambers
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Gary Werner, Council Member – Seat 1
Erik Gleason, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager
Odet Izquierdo, Acting City Clerk
Donald J. Doody, Esq., City Attorney
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

[TENTATIVE: SUBJECT TO REVISION]

CALL TO ORDER

Mr. Blackburn called the meeting to order at 10:04 AM.

ROLL CALL

Senior Advisors: Russ Blackburn, Jim Hanson, and Ken Parker.

AGENDA

A. Review of City Manager Applications by FCCMA Senior Advisors - Russ Blackburn, Jim Hanson and Ken Parker

Mr. Blackburn introduced the FCCMA Senior Advisors team, which included himself, Jim Hanson (participating virtually), and Ken Parker (participating virtually). Each advisor provided their professional background information.

Mr. Blackburn outlined the review process, explaining that they would examine each candidate based on three groupings:

1. Candidates qualified and meeting all position requirements
2. Candidates qualified but not meeting all position requirements
3. Candidates not recommended for the position

The senior advisors reviewed all 19 applications alphabetically and placed each candidate into one of the three categories based on their qualifications and experience.

Mr. Blackburn stressed the importance of conducting background checks on candidates before interviews, as the advisors did not perform this step in their review process.

After thorough discussion of each candidate, the advisors reached consensus on the following recommendations:

Group 1 - Qualified and Meets All Requirements:

- Leondrae D. Camel
- Mark A. Kutney
- Horace McHugh
- Howard Brown
- Peggy Castano
- Larry Tibbs
- Michael Jackson

Group 2 - Qualified but Does Not Meet All Requirements:

- Emmanual O. Adediram
- Robert Curnow
- Ramsay Bulkeley

Group 3 - Not Recommended:

- Deidra J. Boykin
- Brandon Carter
- Michael K. Gendill
- Jason Goldsein
- George Calvin Dickens
- Armani Nelson

- Frederick Stang
- Chandler Williamson
- Charles Morris

Mr. Blackburn recommended the following next steps for the Council:

1. Each individual Council member should select 7 candidates they would like to discuss collectively
2. The Council should then choose 7-10 semifinalists for background checks
3. After receiving the background check results, select finalists for interviews, including 2 alternates

Mr. Hanson emphasized that the Council should move quickly with the selection process since the most qualified candidates often have multiple opportunities and could be hired elsewhere. He also recommended the Council use the same interview questions for all candidates and limit interviews to no more than 5 candidates.

Mr. Blackburn noted he would provide sample interview questions to the city attorney to keep confidential until the day of interviews, as they are considered a test under Sunshine Law. He would also provide the city with a list of firms that conduct background checks.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:01 AM.

Odet Izquierdo, Acting City Clerk

JohnPaul O'Connor, Mayor

File Attachments for Item:

D. Monthly Financial Report - November

MEMORANDUM

TO: **Members of the City Council, City of Westlake**

FROM: **Lucus McDonald, Accounting Supervisor**

CC: **Stephen Bloom, Vice President Finance**

DATE: **December 18, 2025**

SUBJECT: **November 2025 Financial Report**

Please find attached the November 2025 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 Lucus McDonald at lucus.mcdonald@inframark.com.

General Fund

- Total Revenues through November were approximately 8.7% of the annual budget. Collections of the FY2026 Ad Valorem Tax and Special Assessments were approximately 6% and 1.5%, respectively.
- Total Expenditures and Contingency through November were approximately 8.5% of the annual budget.

Special Revenue Fund – Housing Assistance Program

- Total Revenues through November were approximately 59% 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 November were approximately 6.2% of the annual budget.
- Total Expenditures through November were approximately 9.2% of the annual budget.

City of Westlake

Financial Report

November 30, 2025

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City of Westlake

Financial Statements

November 30, 2025

Balance Sheet
November 30, 2025

ACCOUNT DESCRIPTION	GENERAL FUND	SPECIAL REVENUE FUND - HOUSING ASSISTANCE PROGRAM	SPECIAL REVENUE FUND - COMPREHENSIVE PLANNING SVCS	TOTAL
ASSETS				
Cash - Checking Account	$ 2,198,563	$ -	$ -	$ 2,198,563
Cash Restricted for Donated Funds	238,671	-	-	238,671
Assessments Receivable	38,548	-	-	38,548
Due From Other Districts	11,525	-	552	12,077
Due From Other Funds	2,208,229	-	-	2,208,229
Investments:				
Money Market Account	7,088,629	1,447,464	-	8,536,093
Other	-	3,280,367	-	3,280,367
Prepaid Items	88,533	-	-	88,533
Deposits	666	-	-	666
Mortgages Receivable	-	1,745,258	-	1,745,258
TOTAL ASSETS	**$ 11,873,364**	**$ 6,473,089**	**$ 552**	**$ 18,347,005**
LIABILITIES				
Accounts Payable	$ 99,517	$ -	$ 81,480	$ 180,997
Accrued Expenses	134,800	2,587	-	137,387
DBPR surcharge	3,579	-	-	3,579
DCA surcharge	5,259	-	-	5,259
Impact Fees	384,341	-	-	384,341
Unearned Revenue	353,029	-	-	353,029
Due To Developer	-	-	93,801	93,801
Due To Other Gov'tl Units	754	-	-	754
Deferred Revenue-Developer Submittals (Minto)	-	-	43,475	43,475
Due To Other Funds	-	-	2,208,229	2,208,229
Deferred Inflow of Resources	38,548	-	-	38,548
TOTAL LIABILITIES	**1,019,827**	**2,587**	**2,426,985**	**3,449,399**
FUND BALANCES				
Nonspendable:				
Prepaid Items	88,533	-	-	88,533
Deposits	666	-	-	666
Restricted for:				
Special Revenue	-	6,470,502	-	6,470,502
Unassigned:	10,764,338	-	(2,426,433)	8,337,905
TOTAL FUND BALANCES	**$ 10,853,537**	**$ 6,470,502**	**$ (2,426,433)**	**$ 14,897,606**
TOTAL LIABILITIES & FUND BALANCES	**$ 11,873,364**	**$ 6,473,089**	**$ 552**	**$ 18,347,005**

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES				
Interest - Investments	$ -	$ -	$ 42,522	$ 42,522
Ad Valorem Taxes	7,525,730	984,847	472,121	(512,726)
Ad Valorem Taxes - Discounts	(301,000)	(14,428)	(19,569)	(5,141)
Discretionary Sales Surtaxes	605,400	100,900	-	(100,900)
FPL Franchise	487,100	81,180	117,998	36,818
Gas	82,000	13,670	20,191	6,521
Solid Waste	42,300	7,050	4,954	(2,096)
Electricity	621,400	103,570	145,594	42,024
Water	198,900	33,150	33,739	589
Gas	182,500	30,420	26,028	(4,392)
Communication Services Taxes	159,800	26,630	34,639	8,009
Occupational Licenses	37,300	6,220	7,628	1,408
Building Permits	-	-	4,248	4,248
Building Permits - Surcharge	-	-	11	11
Building Permits - Admin Fee	99,200	16,530	21,686	5,156
State Revenue Sharing Proceeds	102,800	17,130	17,019	(111)
Alcoholic Beverage License	1,100	-	-	-
Other Public Safety Chrgs/Fees	9,400	1,570	1,763	193
Garbage/Solid Waste Revenue	233,400	38,900	5,866	(33,034)
Penalties	-	-	139	139
Other Operating Revenues	10,200	2,550	1,400	(1,150)
Special Events	-	-	3,900	3,900
Event Sponsors	-	-	1,482	1,482
Judgements and Fines	-	-	433	433
Special Assmnts- Tax Collector	948,700	65,239	14,320	(50,919)
Special Assmnts- Discounts	(37,900)	(2,865)	(693)	2,172
Other Miscellaneous Revenues	-	-	360	360
Lien Search Fee	12,500	2,080	2,090	10
TOTAL REVENUES	**11,020,830**	**1,514,343**	**959,869**	**(554,474)**

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
EXPENDITURES				
Legislative				
Mayor/Council Stipend	60,000	10,000	10,000	-
FICA Taxes	4,600	767	765	2
ProfServ-Legislative Expense	75,000	12,500	-	12,500
Telephone, Cable & Internet Service	4,700	780	1,061	(281)
Lease - Building	176,000	29,330	-	29,330
Public Officials Insurance	5,500	5,500	4,662	838
Misc-Event Expense	254,000	-	6,832	(6,832)
Council Expenses	80,000	13,330	6,640	6,690
Dues, Licenses, Subscriptions	15,000	10,000	1,722	8,278
Total Legislative	674,800	82,207	31,682	50,525
City Manager				
Contracts-City Manager	258,500	43,080	43,100	(20)
Misc-Public Relations	50,000	8,333	-	8,333
Office Supplies	12,200	2,030	839	1,191
Dues, Licenses, Subscriptions	2,700	1,306	250	1,056
Total City Manager	323,400	54,749	44,189	10,560
City Clerk				
ProfServ-Web Site Maintenance	7,600	1,270	1,017	253
Contracts-City Clerk	233,100	38,850	38,850	-
Postage and Freight	1,900	320	21	299
Printing	12,500	2,080	-	2,080
Legal Advertising	17,500	2,917	3,683	(766)
Miscellaneous Expenses	12,500	2,080	2,518	(438)
Office Supplies	2,900	483	-	483
Dues, Licenses, Subscriptions	35,600	4,165	4,044	121
Total City Clerk	323,600	52,165	50,133	2,032
Finance				
Auditing Services	8,100	-	-	-
Contracts-Finance	108,100	18,020	18,017	3
Total Finance	116,200	18,020	18,017	3

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
Legal Counsel				
ProfServ-Legal Services	101,500	16,920	21,091	(4,171)
ProfServ-Legal Litigation	122,600	20,430	521	19,909
Total Legal Counsel	224,100	37,350	21,612	15,738
Other Administrative Services				
ProfServ-Info Technology	85,300	14,200	10,854	3,346
Contracts-Admin. Service	456,500	76,080	76,083	(3)
Misc-Assessment Collection Cost	9,500	653	(4,809)	5,462
General Government	150,000	25,000	-	25,000
Total Other Administrative Services	701,300	115,933	82,128	33,805
Facility Services				
Telephone, Cable & Internet Service	9,200	1,533	1,255	278
Lease - Building	25,000	4,170	-	4,170
Insurance (Liab,Auto,Property)	13,900	10,900	9,465	1,435
Miscellaneous Services	1,500	250	1,540	(1,290)
Cleaning Services	14,300	2,380	2,903	(523)
Principal-Capital Lease	16,700	2,780	2,878	(98)
Interest-Capital Lease	2,800	470	2,110	(1,640)
Total Facility Services	83,400	22,483	20,151	2,332
Community Services				
Contracts-Solid Waste	1,360,400	226,730	238,299	(11,569)
Contracts-Sheriff	1,398,600	233,100	214,791	18,309
Electricity	253,800	42,300	32,038	10,262
R&M-Community Maintenance	31,200	5,200	2,600	2,600
Operating Supplies	58,600	14,650	-	14,650
Roadway Services	13,600	-	-	-
Total Community Services	3,116,200	521,980	487,728	34,252
Capital Expenditures & Projects				
Capital Improvements	50,000	-	-	-
Cap Outlay - Equipment	25,000	-	-	-
Total Capital Expenditures & Projects	75,000	-	-	-

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
Reserves				
Misc-Contingency	280,700	46,780	1,532	45,248
1st Quarter Operating Reserves	1,473,400	245,570	-	245,570
Reserve - Capital Projects	1,500,000	250,000	-	250,000
Total Reserves	3,254,100	542,350	1,532	540,818
TOTAL EXPENDITURES & RESERVES	**8,892,100**	**1,447,237**	**757,172**	**690,065**
Excess (deficiency) of revenues Over (under) expenditures	2,128,730	67,106	202,697	135,591
OTHER FINANCING SOURCES (USES)				
Grants and Aids	(50,000)	(8,330)	-	8,330
Contribution to (Use of) Fund Balance	2,078,730	-	-	-
TOTAL FINANCING SOURCES (USES)	**2,028,730**	**(8,330)**	**-**	**8,330**
Net change in fund balance	$ 2,078,730	$ 58,776	$ 202,697	$ 143,921
FUND BALANCE, BEGINNING (OCT 1, 2025)	**10,650,840**	**10,650,840**	**10,650,840**	
FUND BALANCE, ENDING	**$ 12,729,570**	**$ 10,709,616**	**$ 10,853,537**	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES				
Interest - Investments	$ -	$ -	$ 8,927	$ 8,927
Dividends	-	-	20,872	20,872
Donations	300,000	50,000	177,000	127,000
TOTAL REVENUES	**300,000**	**50,000**	**206,799**	**156,799**
EXPENDITURES				
Public Assistance				
Misc-Admin Fee (%)	21,000	3,500	-	3,500
Assistance Program	279,000	46,500	-	46,500
Total Public Assistance	300,000	50,000	-	50,000
TOTAL EXPENDITURES	**300,000**	**50,000**	**-**	**50,000**
Excess (deficiency) of revenues Over (under) expenditures	-	-	206,799	206,799
Net change in fund balance	$ -	$ -	$ 206,799	$ 206,799
FUND BALANCE, BEGINNING (OCT 1, 2025)	**6,263,703**	**6,263,703**	**6,263,703**	
FUND BALANCE, ENDING	**$ 6,263,703**	**$ 6,263,703**	**$ 6,470,502**	

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
REVENUES				
Interest - Investments	$ -	$ -	$ -	$ -
Building Permits	2,268,800	378,130	130,451	(247,679)
Reinspection Fees	-	-	50	50
Building Permits - Surcharge	6,000	1,000	960	(40)
Other Building Permit Fees	30,000	5,000	17,700	12,700
Building Permits - Admin Fee	147,100	24,520	30,683	6,163
Engineering Permits	261,200	43,530	3,095	(40,435)
Planning & Zoning Permits	336,800	56,130	7,010	(49,120)
TOTAL REVENUES	**3,049,900**	**508,310**	**189,949**	**(318,361)**

Statement of Revenues, Expenditures and Changes in Fund Balances

For the Period Ending November 30, 2025

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE ($) FAV(UNFAV)
EXPENDITURES				
Comprehensive Planning				
ProfServ-Engineering	261,200	43,530	65,681	(22,151)
ProfServ-Info Technology	327,400	54,570	32,066	22,504
ProfServ-Legal Services	42,300	7,050	4,710	2,340
ProfServ-Planning/Zoning Board	336,800	56,130	20,548	35,582
ProfServ-Compliance Service	186,500	31,080	18,000	13,080
ProfServ-Building Permits	1,738,800	289,800	124,758	165,042
Special Magistrate	30,000	5,000	-	5,000
Telephone, Cable & Internet Service	5,300	880	-	880
Lease - Building	24,000	4,000	-	4,000
Printing	1,000	250	-	250
Miscellaneous Services	3,000	500	-	500
Misc-Admin Fee (%)	33,800	5,630	8,450	(2,820)
Billing Service Fees	41,200	6,870	3,876	2,994
Office Supplies	900	150	-	150
Cleaning Services	12,800	2,130	2,600	(470)
Principal-Capital Lease	4,200	700	209	491
Interest-Capital Lease	700	117	74	43
Total Comprehensive Planning	3,049,900	508,387	280,972	227,415
TOTAL EXPENDITURES	**3,049,900**	**508,387**	**280,972**	**227,415**
Excess (deficiency) of revenues Over (under) expenditures	-	(77)	(91,023)	(90,946)
Net change in fund balance	$ -	$ (77)	$ (91,023)	$ (90,946)
FUND BALANCE, BEGINNING (OCT 1, 2025)	**(2,335,410)**	**(2,312,693)**	**(2,335,410)**	
FUND BALANCE, ENDING	**$ (2,335,410)**	**$ (2,312,770)**	**$ (2,426,433)**	

City of Westlake

Supporting Schedule

November 30, 2025

Cash and Investment Report

November 30, 2025

GENERAL FUND

Account Name	Bank Name	Investment Type	Yield	Balance
Checking Account - Operating	BankUnited	Checking Account	n/a	$2,198,563
Money Market	BankUnited	MMA	4.07%	$7,327,300
			Subtotal	**$9,525,863**

SPECIAL REVENUE FUND

Money Market	BankUnited	MMA	4.07%	$1,376,459
Government Checking	Valley Bank	Checking Account	4.33%	$71,005
Brokerage Account	Valley Bank	Government Fund Class A	4.01%	$3,280,367
			Subtotal	**$4,727,831**
			Total	**$14,253,694**

File Attachments for Item:

A. SPR-2025-04: The applicant is requesting approval of a Site Plan Review for a proposed motor vehicle repair use known as Mavis Tires & Brakes – City of Westlake on Parcel A within the Publix at Westlake Plaza development. Parcel A is located on the east side of the Publix at Westlake Plaza site and abuts the north side of Parcel B. The proposed development consists of a 5,636-square-foot building.

Submitted By: Planning and Zoning

Meeting Agenda Item Coversheet

MEETING DATE:	1/6/2026	**Submitted By:** Planning and Zoning			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	**SPR-2025-04:** The applicant is requesting approval of a Site Plan Review for a proposed motor vehicle repair use known as Mavis Tires & Brakes – City of Westlake on Parcel A within the Publix at Westlake Plaza development. Parcel A is located on the east side of the Publix at Westlake Plaza site and abuts the north side of Parcel B. The proposed development consists of a 5,636-square-foot building.				
STAFF RECOMMENDATION: **(**MOTION READY)	**Motion to Approve with Conditions** - SPR-2025-04 - Site Plan Review for motor vehicle repair use known as Mavis Tires & Brakes – City of Westlake.				
SUMMARY *and/or* JUSTIFICATION:	The applicant is requesting approval of a Site Plan for Parcel A within the Publix at Westlake Plaza development. The proposed Site Plan includes a 5,636-square-foot building for a motor vehicle repair use containing six (6) service bays. The project includes aesthetic enhancements such as paver walkways that provide pedestrian connectivity to adjacent parcels and maintain the cohesive design theme of the overall development. The subject application is part of the Publix at Westlake Plaza project, which encompasses approximately 20.321 acres and 129,700 square feet of commercial development within the Mixed Use (MU) Zoning District. Parcel A is an outparcel within the larger Publix at Westlake Plaza master development and does not represent a standalone development site. The applicant has elected to contribute one percent (1%) of the building construction cost to the City of Westlake Art Acquisition Fund, pursuant to Chapter 103-7, Art in Public Places (AIPP) of the City Code.				
SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**		
	STAFF REPORT:	X	**PROCLAMATION:**		
	EXHIBIT(S):	X	**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*	Agenda Item Sheet Staff Report Eng Approval Letter Application Justification Statement Survey Civil Plans Landscape Plan Floor Plan Elevation Plans Traffic Statement Drainage Statement				
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 01/6/2026

PETITION DESCRIPTION

PETITION NUMBER:	SPR-2025-04 Mavis Tires & Brakes – City of Westlake *(Publix at Westlake Plaza - Parcel A)*
OWNER:	PUBLIX SUPER MARKETS INC
APPLICANT:	Bohler Engineering
ADDRESS:	16725 Persimmon Blvd. West Westlake, FL 33470
PCN:	Portion of 77-40-43-01-24-001-0000
REQUEST:	The applicant is requesting approval of a Site Plan Review for a proposed motor vehicle repair use known as Mavis Tires & Brakes – City of Westlake on Parcel A within the Publix at Westlake Plaza development. Parcel A is located on the east side of the Publix at Westlake Plaza site and abuts the north side of Parcel B. The proposed development consists of a 5,636-square-foot building.

SUMMARY

The applicant is requesting approval of a Site Plan for Parcel A within the Publix at Westlake Plaza development. The proposed Site Plan includes a 5,636-square-foot building for a motor vehicle repair use containing six (6) service bays. The project includes aesthetic enhancements such as paver walkways that provide pedestrian connectivity to adjacent parcels and maintain the cohesive design theme of the overall development.

The subject application is part of the Publix at Westlake Plaza project, which encompasses approximately 20.321 acres and 129,700 square feet of commercial development within the Mixed Use (MU) Zoning District. Parcel A is an outparcel within the larger Publix at Westlake Plaza master development and does not represent a standalone development site. The applicant has elected to contribute one percent (1%) of the building construction cost to the City of Westlake Art Acquisition Fund, pursuant to Chapter 103-7, Art in Public Places (AIPP) of the City Code.

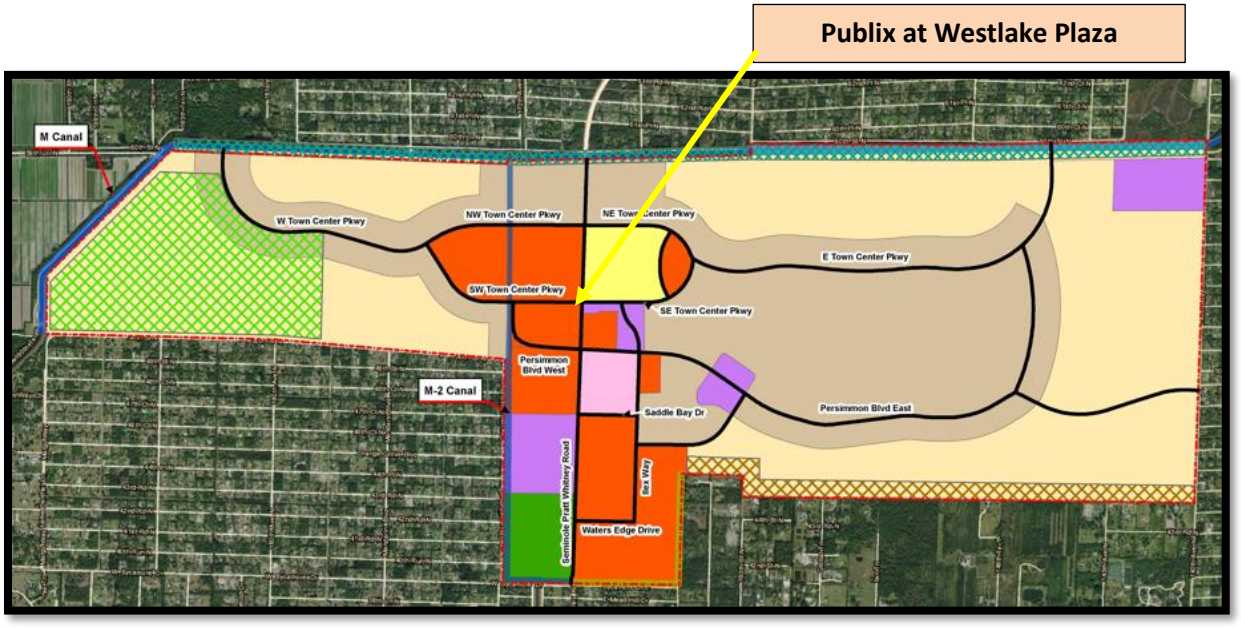
STAFF RECOMMENDATION

Based upon the facts and findings contained herein, application meets all applicable City of Westlake Land Development Regulations. The **Planning and Zoning and Engineering Departments** recommend the following conditions:

1. The applicant shall contribute one percent (1%) of the building construction cost for Parcel A to the City of Westlake Art Acquisition Fund prior to building permit issuance.
2. The applicant shall ensure that no overnight parking of customer or service vehicles occurs on the premises.
3. The applicant shall provide a building East Elevation to include additional glass and architectural elements towards Seminole Pratt Whitney.

PETITION FACTS

a. Total Gross Site Area: 1.11 acres (Outparcel A)
b. Building Data: 5,636 sq.ft Mavis Tires and Brakes – City of Westlake
c. Land Use and Zoning
   Existing Land Use: Vacant
   Future Land Use: Downtown Mixed Use
   Zoning: Mixed Use

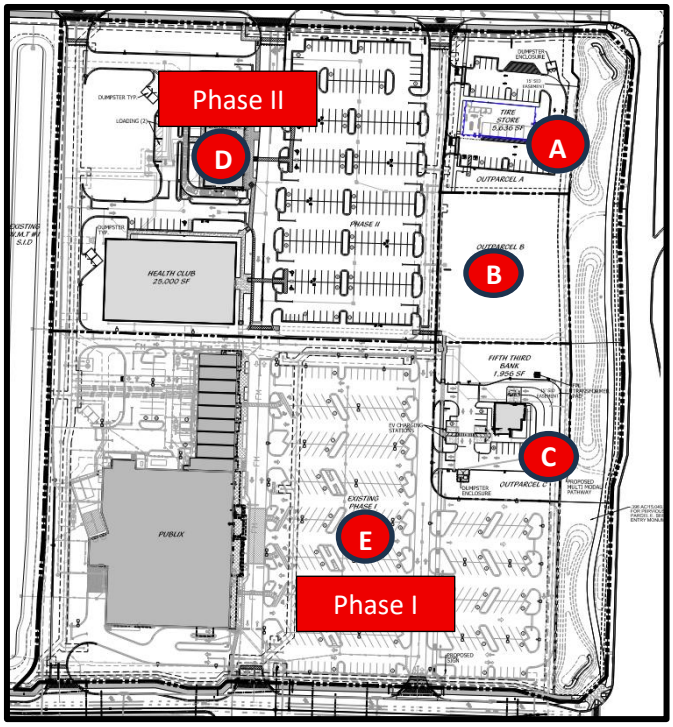


BACKGROUND

The subject application requests site plan approval for a motor vehicle repair use on Parcel A (Outparcel), which consists of approximately 1.11 acres and is part of the larger 20.321-acre Publix at Westlake Plaza development, totaling 129,700 square feet of commercial development. The overall development was originally approved by the City Council on November 9, 2020, under the original Master Plan of Pod G South, known as Publix at Westlake Plaza (Resolution 2020-03).

- On November 9, 2020, the City Council also approved a concurrent site plan application for Publix Grocery Store Phase One located in Parcel E (Resolution 2020-34). Phase One is now constructed containing 48,367 sq. ft Publix grocery store with a drive through pharmacy and a 1,400 sq. ft. liquor store and included an attached 9,600 sq. ft. inline retail/office/medical building; and a plaza landscaping plan in the Mixed Use Zoning District.
- On January 8, 2024, the City Council approved to relocate previously approved outparcel uses and include Phase Two at Westlake Plaza (Parcel D). Parcel C and Parcel B were amended to include uses as shown below.

Parcel A
1.11 acres-with a 5,750 Sq.Ft Retail (Tire Store) *(Approved on 01/08/2024)*
Parcel B
1.05 acres-with a 4,000 Sq. Ft. Fast Food with Drive Thru
Parcel C Completed
1.12 acres- with a 5,500 Sq. Ft. Bank with Drive Thru
Parcel D (Phase Two) Completed
6.45 acres- with 25,000 Sq. Ft. Physical Fitness, Massage Therapy & Spa; 6,000 Sq. Ft. inline retail/office/medical building; 3,024 Sq. Ft. Fast Food with Drive Through
Parcel E (Phase One) Completed
8.72 acres- with a 48,367 sq. ft Publix grocery store with a drive thru pharmacy and a 1,400 sq. ft. liquor store; and, 9,600 sq. ft. inline retail/office/medical building

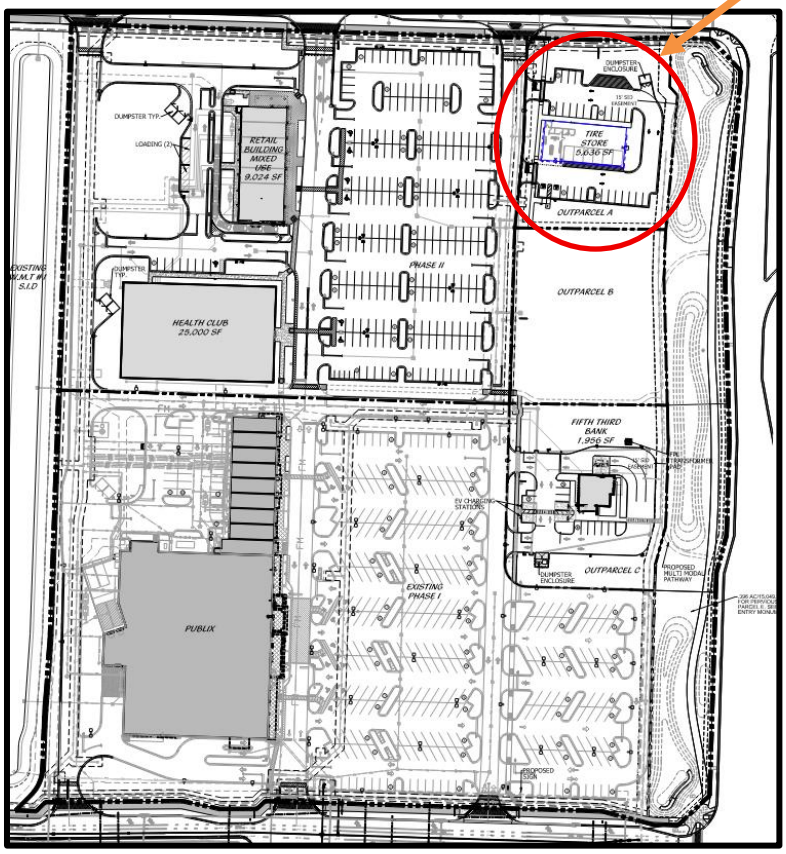


- On June 6, 2024, the City Council approved a bank drive-through with a 1,956-square-foot building and dual drive-through lanes on Parcel C, subject to two conditions of approval.
- On May 8, 2025, Parcel D received approval for a Minor Site Plan Modification to remove the electric vehicle (EV) charging stations.
- On September 24, 2025, Parcel D received approval for a Minor Site Plan Modification to remove one (1) handicap parking space on the north side of the Planet Fitness building.

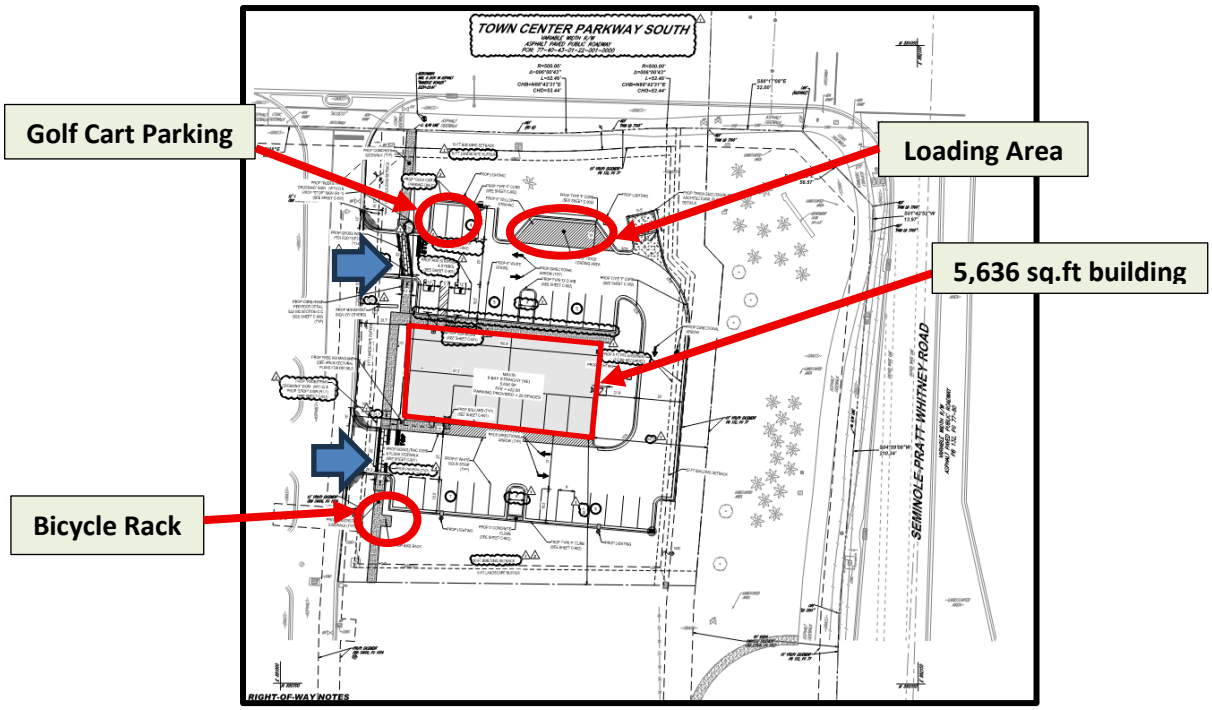
STAFF ANALYSIS
The applicant is requesting Site Plan approval for a Motor Vehicle Repair use located in Parcel A (1.11 acres) within the Westlake Plaza. The proposed use includes the following structures and site improvements:

- 5,636 sq.ft building for a Motor Vehicle Repair use with 6 bays.
- Accessways to Parcel A from Town Center Parkway, Persimmon Blvd and Seminole Pratt Whitney Road through a pedestrian connection between parcels with decorative paver crosswalks.
- Sidewalk connecting multimodal pathway.
- Two (2) LSEV/Golf Cart Parking.
- One (1) Loading Area.
- Bicycle Rack.

Proposed Site within Publix at Westlake Plaza



Proposed Site Plan

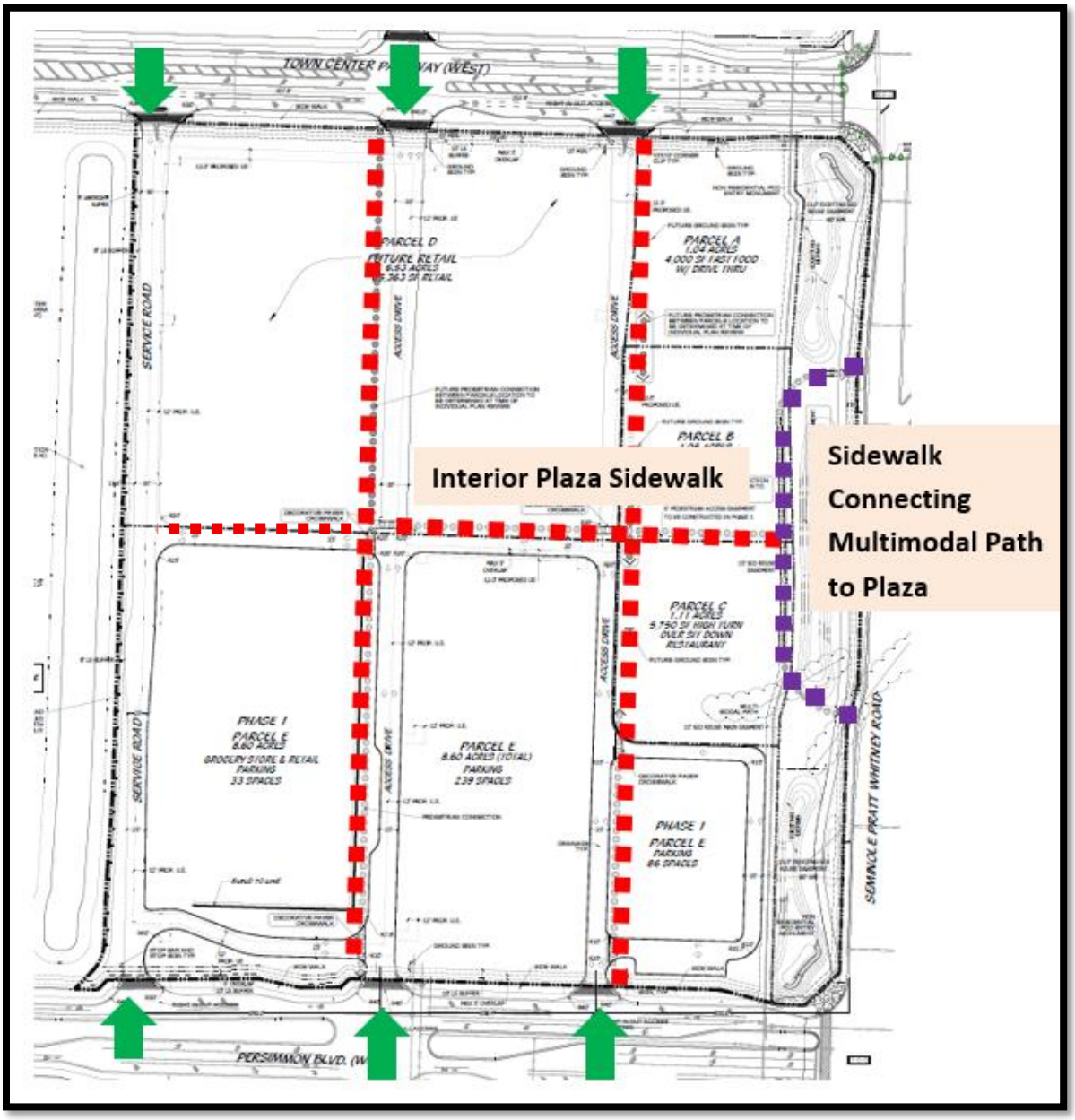


The following table presents compliance with applicable zoning code:

Zoning District: Mixed Used	**REQUIRED BY CODE**	**PROPOSED**	**COMMENTS**
Setbacks			
Front	Main Structure 20’	62.5’	In compliance
Rear	Main Structure 10’	24.7’	In compliance
Side Yard - South	Main Structure 10’	80.7’	In compliance
Street Side Yard - North	Main Structure 20’	107.2’	In compliance
Lot Coverage	Max Lot Coverage 45%	Parcel A: 11.66%	In compliance
Building Height	120 ft. max	24.4 ft.	In compliance
Parking	1 space per 300 square feet, plus 1 space per service bay for repair and 1 space per 2 bays for car wash = **27 spaces**	**Parcel A: 29 spaces** LSEV/Golf Cart - 2 space ADA - 2 space Overall Total: 29	In compliance
Sidewalks	Pedestrian walkways must be a minimum of 5 ft. wide	5’ +	In compliance
Minimum Pervious / Open Space	Minimum 25%	48.6%	In compliance
Bike Racks	5% of parking is required. Total: 1	Parcel A: 1 space	In compliance

Accessways and Connecting Sidewalks

The commercial Plaza Master Site Plan provides **six** (6) points of vehicular access to the site, three (3) from Town Center Parkway (West) from the north, and three (3) from Persimmon Boulevard West, from the south. The western most access point on both Town Center Parkway and Persimmon Boulevard West are intended to primarily support the service and delivery functions of the plaza. Applicant is also proposing **two** (2) connecting sidewalks from Rural Parkway Easement to plaza, as well as, **two** (2) internal sidewalks.



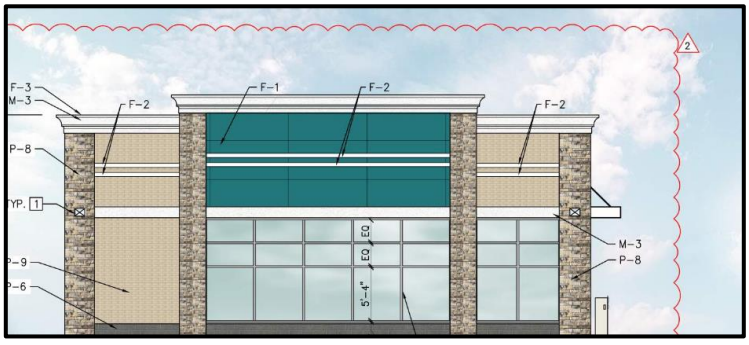
Proposed Architectural Elevations

The proposed development features a coordinated palette of exterior materials consistent with the overall design of the Westlake Plaza development. Architectural elements include clear anodized aluminum storefront systems, painted hollow metal doors in Alabaster White, aluminum-and-glass overhead doors, and Hardie Reveal panels with aluminum accent stripes. Metal roof coping and aluminum cornice elements are designed to complement the overall color scheme, while gutters, downspouts, and lintels utilize standard mill or painted finishes. Exterior concrete block surfaces are finished in Alabaster White and Puritan Gray. All materials will be installed in accordance with manufacturer specifications to ensure uniformity and long-term durability.

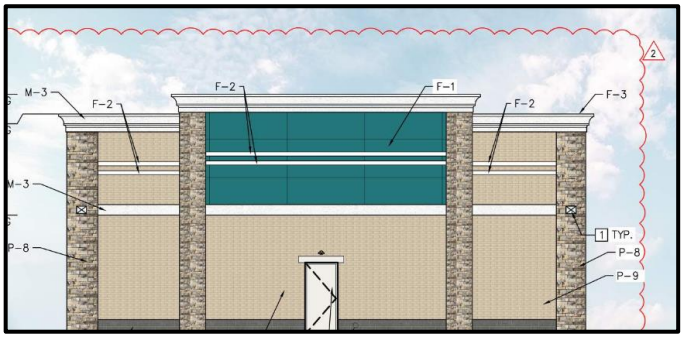
South Elevation

North Elevation

West Elevations



East Elevations (Seminole Pratt Whitney)



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.

Drainage

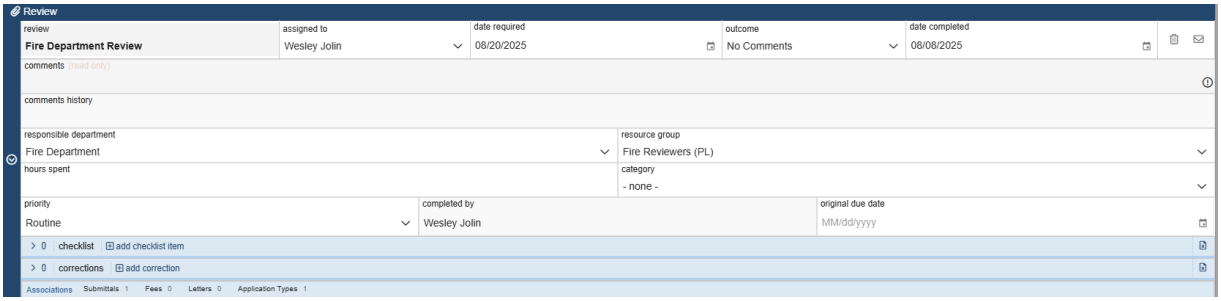
Per the submitted drainage statement. It is proposed that the site will be located on outparcel A which will drain to the offsite dry detention area located to the west of Master Development. Per the approved permitted plan outparcel A is 1.11 acres. The offsite dry detention area, which serves 18.46 acres and has maximum impervious area of 85% includes 4.03 acres of impervious area using the assumption that 61.72% of the commercial use area will be impervious.

Traffic

The total trips projected for this application do not exceed the approved trips for Westlake per the Development Order. Therefore, the proposed Site Plan Application is in compliance with the Westlake Development Order.

Fire Rescue

The subject application was reviewed by the Palm Beach County Fire Department and provided no objections.



FINAL REMARKS

SPR-2025-04 will be heard by the City Council on January 6, 2026. The public hearing was advertised in compliance with the City's code. The subject application was reviewed by the City of Westlake Staff (Planning and Zoning, Engineering), Seminole Improvement District (SID) and Palm Beach County Fire Rescue. Please see enclosed letter from City Engineer.

CITY OF WESTLAKE
Engineering Department
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470
Phone: (561) 530-5880
www.westlakegov.com

DATE:	8/1/2025
APPLICATION NUMBER:	SPR-2025-04 (PL202500020)
DESCRIPTION:	Mavis – Westlake
APPLICANT:	Bohler Engineering FL, LLC
OWNER:	Publix Super Markets, Inc.
REQUEST:	Site Plan Review
LOCATION:	Westlake, FL
STAFF REVIEW:	**RECOMMENDATION OF APPROVAL**

The Engineering Department recommends approval of the plans submitted on 07-30-2025 with the following note.

1. A separate landscape permit shall be sought. A full landscape plan and irrigation plan is required to be submitted with this package. Additional landscape and irrigation comments may be forthcoming.
   Applicant Response: Please refer to the attached landscape permit correspondence with Suzanne Dombrowski on 07/23/2025.
   City Response: The appropriate required landscape buffer material shall be planned for the southern buffer. This can be addressed at time of landscape permit application. Additional landscape and irrigation comments may be forthcoming at time of landscape permit application. At site plan review level, this comment is satisfied.

The following documents were reviewed by the Engineering Department as part of this resubmittal package:

1) 01 City of Westlake C&R Letter, dated 7/29/25
2) 02 Application DSS, dated 7/29/25
3) 03 Master Plan (DSS), dated 5/25/25
4) 04 Location of ADA Stalls Correspondence, dated 7/11/25
5) 05 Mavis Statement of Operations Signed, dated 7/15/25
6) 06 Architectural Plans, dated 7/15/25
7) 07 City of Westlake Correspondence LSEV, dated 7/17/25
8) 08 Landscape Permit Correspondence, dated 7/23/25
9) 09 Landscape DSS, dated 7/27/25
10) 10 Civil Plan Set DSS, dated 7/29/25

This letter has been prepared by the following individual, in association with their consultants and subconsultants:

Suzanne Dombrowski, P.E.
Chen Moore and Associates
Tel: 561.746.6900 x 1035
Email: sdombrowski@chenmoore.com

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: Mavis - City of Westlake

PROJECT ADDRESSS: Town Centre Pkwy S & Seminole Pratt Whitney Rd Loxahatchee, FL 33470

DESCRIPTION OF PROJECT: Development of a +/- 4,997 sq ft tire service center and accompanying onsite infrastructure

Estimated Project Cost: The estimated building cost: $1,060,000. The estimated site cost: $375,000.

Property Control Number (PCN): 77-40-43-01-24-001-0000

Section/Township/Range: 77/ 40/ 43

Property Owner(s) of Record (Developer) Publix Super Markets, Inc.

Address: 3300 Publix Corporate Pkwy Lakeland, FL 33811-3311

Phone No.:_____ Fax No. _____ E-mail Address:_____

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

Name: Bohler Engineering FL, LLC (Authorized Agent)

Address: 600 N West Shore Blvd, Suite 950 Tampa, FL 33609

Phone No.: 813-812-4100 Fax No.:_____ E-mail Address: fl-permits@bohlereng.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** Tire Service Center

III. ADJACENT PROPERTIES

	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	Vacant	Downtown Mixed Use	Mixed Use
NORTH	ROW	Downtown Mixed Use	Mixed Use
SOUTH	Vacant	Downtown Mixed Use	Mixed Use
EAST	ROW	Downtown Mixed Use	Mixed Use
WEST	Vacant	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 Bohler Engineering FL, LLC 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.

Mavis Southeast LLC	Bohler Engineering FL, LLC
Owner's Name (please print)	Applicant/Agent's Name (please print)
David Sorbaro	
Owner's Signature	Applicant/Agent's Signature
5/29/2025	07/29/2025
Date	Date

V. APPLICATION FEES

See City of Westlake Fee Schedule

VI. ADMINISTRATIVE COSTS

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

Owner's Signature to Acknowledge **Date** 5/29/2025

VII. APPLICATION SUBMITTAL REQUIREMENTS AND REVIEW PROCESS

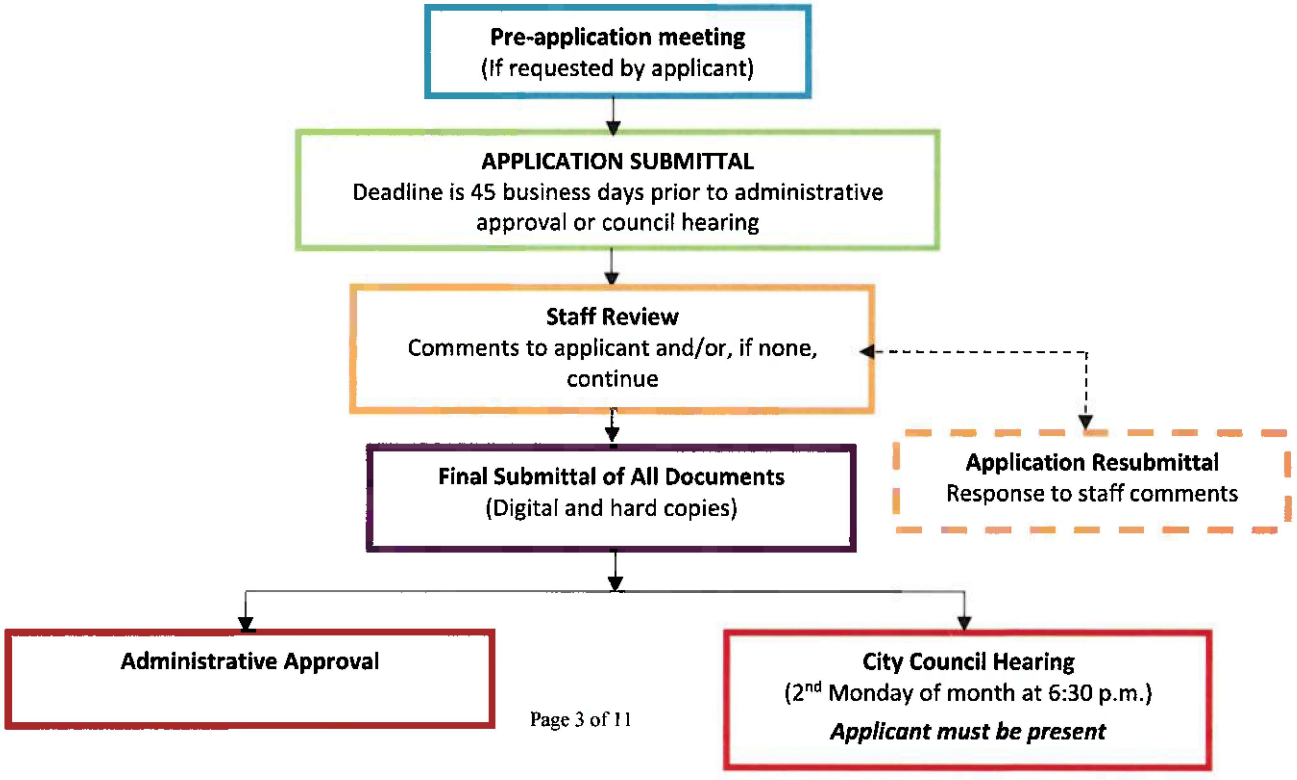
The applicant shall submit the following documents to the City of Westlake **forty-five (45) business days** prior to the desired council meeting date:

*1) **For Review: Digital and Three (3) full-size sets** of professionally prepared plans and documents as specified in the* **SITE PLAN REVIEW APPLICATION SUBMITTAL CHECKLIST (see page 4)**.

*2) **For Final Submittal: Digital and Three (3) 11x17 sets** of plans and documents required in 1) above and an exact rendering of the proposed modification, construction, or addition. Color photographs or prints as close to the actual colors to be used must be supplied. Since color printers often do not display the correct color, **samples of the paint chips and support materials (i.e., canvas, wood, metal, etc.) shall be provided**.*

3) Any other documents, maps, photographs, or drawings that may help clarify the position of the applicant.

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



VIII. SITE PLAN REVIEW APPLICATION SUBMITTAL CHECKLIST

(Pursuant to Chapters 2 through 8 of the City of Westlake Code of Ordinances)

1. **Applications**. Complete signed application forms as provided by the City and all required fees and costs.
2. **Project Description/Justification Statement**. The Project Description/Justification Statement should describe the desired outcome of the application.
    a. The Project Description/Justification Statement must contain the following:
        i. Description of the property history and site conditions;
        ii. History of approvals on the property;
        iii. Statements addressing the special standards and criteria that may be required for the particular application;
        iv. Statement of consistency with the Comprehensive Plan;
        v. Statements concerning compliance with applicable LDRs.
    b. The Project Description/Justification Statement may also contain aerial photographs.
    c. The Project Description/Justification Statement for applications for development orders must identify any cultural, historic, and natural resources that may be impacted by the development.
    d. If an applicant is seeking approval for bonus housing units, the applicant must submit the following information as part of site plan application:
        i. Number and location of affordable or workforce bonus housing units.
        ii. Structure type and dwelling unit sizes of affordable or workforce bonus housing units.
        iii. Identification of whether bonus housing units will be for sale or for rent.
        iv. Proposed sale or rent price of affordable or workforce bonus housing units.
    e. Consistency with level of service standards as required by the Comprehensive Plan. Provide a statement that the development will provide the necessary infrastructure to meet the following level of service standards (LOS):
        i. Transportation (roads and rights-of-way)
        ii. Wastewater
        iii. Reuse water
        iv. Stormwater
        v. Solid waste
        vi. Sanitary sewer
        vii. Recreation
    f. Fire flow requirements (SID/County Fire Department) consistent with Chapter 5, Subdivision and Site Development Standards**,** Article 5.7.
3. **Plat**. Plats shall be consistent with the requirements of Chapter 5, Subdivision and Site Development Standards, Article 5.3. The requirement to submit a plat may be filled by submittal of an approved plat, even if such plat has not yet been recorded, or by submittal of a plat waiver. When applying for a plat, this requirement is filled by submittal of the proposed plat. When applying for a replat, both the existing plat and the proposed plat must be submitted.

4. **Site Plan**. A site plan containing the title of the project and names of the architect, engineer, project planner and/or developer, date, and north arrow, and based on an exact survey of the property drawn to a scale of sufficient size to show:
    a. Boundaries of the project, any existing streets, buildings, watercourses, easements, section lines, plats, water, sewer and reuse water and other utility facilities, lighting, and other existing important physical features on the site and on property adjacent to the site.
        i. Information on all easements shall include location and width of proposed and existing utility, drainage, access, electric, and similar easements.
    b. Tabular project data, including but not limited to dwelling units, square footage, bed, and waivers from zoning district requirements.
        i. Project information on beds, employees, seating, etc. as necessary depending on the type of development

Please provide the following information:

PROJECT DATA	
Total gross site area in acres and square feet	1.11 ac
RESIDENTIAL	
Total number residential multi-family units	n/a
Total number residential single-family units	n/a
Project density in units per gross acres, if applicable	n/a
Minimum lot width	n/a
NON-RESIDENTIAL	
Total number of non-residential buildings and total FAR	1 bldg (1.3 FAR) (3.0 MAX FAR)
Minimum parcel size in square feet	0 SF
Minimum parcel width	N/A
Total square feet of each building and bay	5,636 SF
Footprint of each building in sq. ft.	5,636 SF
Total building footprints in sq. ft. , acres, and percentage of site	5,636 SF, 0.13 AC, 11.66%

VEHICULAR USE AREA DATA	Required	Proposed
Total number of off-street vehicle parking spaces	25 SPACES	29 SPACES
Minimum length	18.5 FT	18.5 FT
Minimum width	9 FT	9 FT

VEHICULAR USE AREA DATA	Required	Proposed
Total number of off-street ADA Parking spaces	2 SPACES	2 SPACES
Minimum length	18.5 FT	18.5 FT
Minimum width	12 FT	12 FT
Total number of off-street guest parking spaces	N/A	N/A
Total number of off-street bicycle parking spaces	2 SPACES	2 SPACES
Minimum drive aisle width	25 FT	25 FT
Minimum entrance queuing area length	25 FT	25 FT
Number of loading zones	1	1
Minimum length	35 FT	35 FT
Minimum width	12 FT	15 FT
Minimum overhead clearance	15 FT	-
Minimum maneuvering apron length and width	12 FT X 15 FT	-
Number of dumpster areas	1	1

c. Site data and setbacks.

Please provide the following information:

SITE DATA AND SETBACKS	Required	Proposed
Zoning District	MU - MIXED USE	MU - MIXED USE
Lot coverage[1] (Total sq. ft. and percent of Site)	45% MAX	5,636 SF, 11.66%
Pervious area (Total sq. ft. and percent of Site)	25% MIN	23,505 SF, 48.61%
Open space area (Total sq. ft. and percent of Site)		23,505 SF, 48.61%
Front setback	20 FT	62.5 FT
Side setback	10 FT	80.7 FT
Side setback	10 FT	107.2 FT
Rear setback	10 FT	24.7 FT
Mean building height[2] and number of stories	120 FT	24'-4"
Minimum sidewalk width	5 FT	5 FT

[1] **LOT COVERAGE:** That portion of the area of a lot, plot, or building site, expressed as a percentage, occupied by all buildings or structures which are roofed, exclusive of its eaves. Pool decks, patios or outdoor sitting areas, even if enclosed with a screen enclosure shall not be calculated as part of lot coverage.

[2] **HEIGHT:** Unless otherwise noted, height shall be measured from the minimum finished floor elevation to the midpoint of the roof, or if the roof *is* flat, to the top of the parapet. Architectural features shall not count for purposes of measuring height so long as the architectural features do not exceed 10% of the height of the structure.

d. Plans and location for recreation facilities, if any, including buildings and structures for such use. All mechanical equipment and dumpster locations, screens, and buffers.

f. Refuse collection and service areas.

g. Access to utilities and points of utilities hookups and location of all fire hydrants close enough for fire protection.

h. Proposed plans for signage including size, location, and orientation;

i. Proposed plans for Art in Public Places Program, if applicable.

j. Location of exterior lighting of all parking areas, non-residential buildings, and the overall site per Chapter 5.

k. Proposed topographic considerations including natural vegetation, berms, retaining walls, privacy walls, and fences.

l. Required floodplain management data including Flood zone designation and Base flood elevation consistent with the City's Floodplain Management Regulations [Ord. 2018-8].

m. Traffic Circulation consistent with Chapter 8, Parking Regulations.

ii. Circulation information, including:

1. Approximate location and ultimate right of way widths of proposed and existing roads, pedestrian, and bicycle routes.

2. Locations, centerlines, and ultimate widths of rights-of-way for existing roads, streets, intersections, and canals within the proposed project.

n. Street Name Exhibit per Chapter 5, Subdivision and Site Development Standards, Article 5.3, Section1 (N), Road Names: The plat shall show the name of each road. Road names shall not duplicate or be phonetically similar to existing road names. All proposed road names shall be submitted to the City for approval prior to final approval of the plat.

o. Block and Walkability Exhibit per Chapter 5, Subdivision and Site Development Standards, Article 5.7, Section 2(2), Pedestrian circulation system.

p. The application must contain architectural elevations to demonstrate the style and theme of the project, including representative color for illustrative purposes only. Improvements must be constructed reasonably be in accordance with submitted architectural style and theme.

q. The application must contain an aerial photograph of the appropriate section, township, and range of the City, outlining the subject property, and delineating all contiguous zoning districts.

r. The application must contain an area location map. Vicinity map of the area within one mile surrounding the site, including the following:

iii. Principal roadway network, including mass transit routes;

iv. Major public facilities such as public schools, city and county parks and recreation areas, hospitals, public buildings, utilities, shopping areas, etc.;

v. Municipal boundary lines; and

vi. Important physical features in and adjoining the site.

s. Residential site plans must include a school impact statement specifying the anticipated impact on public schools and the need for public school sites in the general area of the proposed development.

t. Statement acknowledging that applicant is required to submit application Palm Beach County Fire Rescue for review. Applicant is responsible for submitting application to Palm Beach County Fire Rescue. Approval by Palm Beach County Fire Rescue pursuant to their adopted standards is required for site plan approval.

u. Service Availability. Written confirmation from the applicable service providers of the availability of all necessary facilities and systems, as indicated below, for stormwater management, potable water, sanitary sewer, solid waste disposal, and county road capacity.

vii. A statement from SID, or other lawful service provider, that the proposed development will be able to connect to the system and that there is sufficient capacity available to meet adopted levels of service for potable water and sanitary sewer.

viii. A drainage statement by the applicant's engineer that the site drainage system will be designed to meet the stormwater management requirements of the SFWMD and these LDRs. The statement also will demonstrate the provision of legal positive outfall meeting the adopted level of service. A statement from SID attesting that the proposed drainage is sufficient will satisfy this requirement.

ix. A statement from the Solid Waste Authority of Palm Beach County that the proposed project will not exceed the adopted levels of service standards for solid waste disposal. This requirement may be waived if the Solid Waste Authority provides the city with an annual statement that solid waste capacity is available.

v. Master Site Plan. A master site plan shall be required when a project will be developed in phases. *See Master Site Plan Review Application*.

5. Preliminary Landscape Plan. A preliminary landscape plan shall be submitted with the site plan application. The purpose of the preliminary landscape plan is to confirm that the layout of the site plan accommodates the landscape requirements detailed within Chapter 4, Landscape and Buffer Code. *For example, the preliminary landscape plan shall demonstrate that there are adequate buffer depths and areas, vehicular use areas have adequate landscaping, and that there is adequate area for streetscape and open space landscape.* The plan should sufficiently identify and dimension the landscape areas and demonstrate adequate spacing and clearance from lighting, hardscape, and underground or above ground utilities.

**These examples are not all inclusive of the requirements. Chapter 4, Landscape and Buffer Code shall be evaluated in detail by the applicant.*

a. Preliminary landscape components: A preliminary landscape plan shall be consistent with the plan requirements outlined within Chapter 4, Landscape and Buffer Code. The preliminary plan shall show the location and dimensions of perimeter buffers, easements, mechanical equipment or lift station screening areas, common area/open space, preserve areas, streetscape, parking, and vehicular use areas. The preliminary landscape design may be conceptual in nature, but will accurately show and demonstrate that, spatially, the plan layout is sufficient for the required landscaping.

b. Preliminary landscape data: The preliminary landscape plan shall include a data table. Below is an example of a preliminary data table that, when completed, demonstrates that the landscape areas as provided are adequate for the required landscaping. This data table example is not intended to serve as a full checklist and the applicant shall perform their own Code research and due diligence to ensure compliance for their particular use.

Please provide the following information:

PRELIMINARY LANDSCAPE PLAN DATA	AREA (SF/AC)	PERCENT (%)
IMPERVIOUS AREAS		
Building coverage		
Vehicular use areas (streets, drive aisles, parking and curbs)		
Sidewalks and plazas		
LANDSCAPE AREAS		
Landscape perimeter buffers		
Foundation planting area		
Vehicular landscape area		
Open space landscape area		
Easements (LME/LMT, utility easements or access easements otherwise not associated with open space tracts)		
Lakes		
TOTAL		100.00%

ADDITIONAL LANDSCAPE REQUIREMENTS	PROVIDED
Planting around signs – 3-foot-wide planting area around base of all ground mounted signs – See Code Chapter 4, Landscape and Buffer Code, Section 4.20	☐Provided and dimensioned per plan
Dumpster and mechanical utilities screening – See Code Chapter 4, Landscape and Buffer Code Chapter 4, Landscape and Buffer Code, Section 4.14	☐Provided and dimensioned per plan
Visibility triangles (corner clips) – See Code Chapter 4, Landscape and Buffer Code, Section 4.28	☐Provided and dimensioned per plan

c. If approved, the preliminary landscape plan is considered a conceptual landscape plan and, therefore, is not sufficient for landscape permit. The applicant shall apply for Landscape Permit separately. The plans submitted for Landscape Permit review shall be construction level landscape plans, streetscape plans (if necessary) and irrigation plans.

6. **Engineering Plan**. Engineering plans include paving plans. If the city determines that the plans require independent review for items within the City's jurisdiction, the applicant shall pay for such review by an independent engineer.

a. The engineering plan should contain conceptual utility plan indicating the proposed location of potable water, sanitary sewage, and storm drainage plans for review by SID. The plan shall contain plans for alterations or modifications to the slope, elevation, drainage pattern, natural vegetation, and accessibility of the development, for SID review. Utility plans should be sufficient to identify potential conflicts and inconsistencies with proposed landscape, hardscape, lighting, and electrical infrastructure.

7. **Conceptual Lighting Plan**. Conceptual lighting plans must contain general locations and types of proposed lighting facilities but are not required to contain photometric data or product specifications. The plan should be sufficient to identify potential conflicts and inconsistencies with proposed landscape, hardscape, and utilities and electrical infrastructure.
8. **Residential Lighting Plan**. A plan indicating the general location and lumens of lighting to be used in a residential development. Residential lighting plans are not required to contain photometric data. The plan should be sufficient to identify potential conflicts and inconsistencies with proposed landscape, hardscape, and utilities and electrical infrastructure.7
9. **Signage Plan**. A signage plan demonstrating consistency with the requirements of Chapter 6, Signs, or a proposed Master Sign plan meeting the requirements of Chapter 6, Signs. The signage plan should include architectural elevations of all signs indicating the location; size; landscaping; and for illustrative purposes, lettering design, material types, colors, and other features.
10. **Art in Public Places**. Demonstrate compliance with the City's Art in Public Places Program per Chapter 24 of the City's Code of Ordinances, if applicable.
11. **Survey (Abstracted)**. A certified boundary survey by a surveyor licensed by the State of Florida meeting the requirements of Chapter 5, Subdivision and Site Development Standards. The survey shall have been completed within one year of the date the application is submitted. Where allowed by Chapter 2, Land Development Procedures, or Chapter 5, Subdivision and Site Development Standards, a certified sketch and legal description may be submitted instead of a survey. The survey shall be prepared at a scale of not less than one inch equals 200 feet containing the following:
    a. A legal description of the property;
    b. A computation of the total acreage of the parcel to the nearest tenth of an acre;
    c. Depictions of existing streets and roadway improvements, existing structures within 100 feet of project boundary, existing utilities, existing easements, and existing trees identified by caliper and species.
12. **0wner's Affidavit**. A statement of the applicant's interest in the property and:
    a. If joint and several ownership, a written consent to petition by all owners of record, or written authorization by the master association;
    b. If a contract purchase, written consent of the seller or owner;
    c. If an authorized agent, a copy of the agent's authorized agreement or written consent of the owner;
    d. If a lessee, a copy of the lease agreement and written consent of the owner;
    e. If a corporation, partnership, or other business entity, the name of the officer or person responsible for the application and written proof that the representative has authority to represent the corporation, partnership, or business entity or, in lieu thereof, written proof that such person is in fact an officer of the corporation;
    f. If a group of contiguous property owners are requesting an individual amendment only affecting their specific lots and not impacting property owned by the master association, all the owners of the property described in the petition must provide written consent; or
    g. Unity of Title, warranty deed or purchase contract of the subject site.
13. **Traffic Statement/Study**. A traffic statement or traffic study consistent with the requirements of Chapter 7, Mobility.

14. **Drainage Statement**. A statement describing the proposed stormwater management for the proposed project, consistent with the requirements of Chapter 5, Subdivision and Site Development Standards, and any applicable SID requirements.
15. **Legal Description**. A formal description of land containing sufficient information to permit the identification of the property to the exclusion of all others, which may be - but is not required to be - accomplished through a description by metes and bounds.
16. **Additional Documents**. Applicants may submit additional documents or professional studies in support of an application to assist in satisfactory review of a development order application consistent with the requirements of these LDRs.

IX. REQUIRED SUPPORTING DOCUMENTATION

A. Common Facilities and Open Spaces

1. If common facilities (such as recreation areas or structures, common open space, etc.) are to be provided for the development, statements as to how such common facilities are to be provided and permanently maintained. Such statements may take the form of proposed deed restrictions, deeds of trust, surety arrangements, or other legal instruments providing adequate guarantee to the City that such common facilities will not become a future liability for the City

B. Concurrent Permits

1. A statement from the applicant or landowner that all pertinent permits are concurrently being sought from the applicable county, state, and federal agencies listed below. Include a copy of the letter/document with the application. Such permits shall be secured prior to the issuance of a building permit for any development on property included within the site plan.
   a. Seminole Improvement District (Potab19le Water, Reuse Water, Sewer and Storm Water)
   b. Palm Beach County Health Department
   c. Palm Beach County Public Works Department
   d. Palm Beach County School District
   e. Palm Beach County Fire-Rescue Department (Fire Marshal)
   f. Palm Beach County Department of Environmental Resources Management (DERM)
   g. South Florida Water Management District (SFWMD)
   h. Florida Power & Light (FPL)
   i. Telephone service provider, as applicable
   j. Solid Waste purveyor
   k. Other municipal, county, state and/or federal agencies as may be applicable

C. Restrictions.

1. The substance of covenants, grants of easements or other restrictions proposed to be imposed upon the use of the land, buildings, and structures, including Unity of Control for shared parking and proposed easements or grants for public utilities, if applicable

100 Hillside Ave, White Plains, NY 10603
Office: 914.984.2500
www.mavistire.com

RE: Statement of Operations – Proposed Store #2308 Westlake, FL

August 19, 2025

To Whom It May Concern:

Mavis Tire Supply was founded in 1972 as one of the first multi-brand tire dealers in the NY area. Today, Mavis is the largest independent multi-brand tire dealer in the U.S. and operates over 3,500 multi-brand locations across the US. At Mavis, customer service and value-oriented products are, and always will be, the backbone of the company.

Mavis is proposing a new store at 16775 Persimmon Blvd in Westlake, FL. The store will employ 7 to 10 people and will operate in strict accordance with Mavis guidelines for professionalism, the safety of our employees and convenience of our customers. Hours of operation will be M-W &F 8AM to 6PM, Thursday 8 AM-8:30 PM, Saturday 8AM to 5 PM and Sunday 9AM to 5PM. The store will be stocked daily using a 26 ft. box truck or smaller. Scrap tires will only be stored inside the building and will be removed once a week. Mavis will not store or leave cars outside, and no work will be done outside the building. No parts or tires will be stored outside the building.

Mavis typically requires 25-30 parking spaces and it is rare that all 30 spaces are utilized. At maximum capacity, this accounts for 8 cars in the bays during operations, 8 cars in the lot waiting to be serviced, and 10 parking spaces for the employees.

The primary business of a *Mavis Tires & Brakes at Discount Prices* store is the retail sale of tires. Additionally, Mavis sells brakes, shocks/struts and exhaust systems. Apart from the installation of the aforementioned items, Mavis does not perform engine work. Mavis performs oil changes, state vehicle inspections, and replaces fluids. The installation of the tires and parts that Mavis sells does not require a car to be idling, as such there will be no fumes associated with the operation of this business.

Mavis runs an environmentally clean operation. We use double-walled, 250 gallon tanks for new oil and waste oil. These will be filled and emptied approximately once a month. If there is an accidental oil spill, the incident is reported immediately to the Facilities Department who maintains the stores after they open. Depending on the severity of the accident, Facilities dispatches an Environmental Cleanup Crew who cleans it up and disposes of it accordingly. Mavis does not install floor drains in the shop area so any spills would be contained inside the building where all work is done. Speedy dry products are immediately applied to any spills.

The design of the Mavis building is flexible. In the event it ever goes dark as a Mavis Tire store, it can be easily reconfigured for general retail. There is a single level slab with no interior columns and the overhead doors can be replaced with glazed storefront windows thus making a conversion to an attractive retail facility relatively easy.

I hope the foregoing narrative our intentions for the building answers your questions. If you have any additional questions or comments, please do not hesitate to contact me.

Thank you,

James Micik, Director of Entitlements
Mavis Southeast, LLC

NOTES:

1. THE SURVEYED AREA IS A PORTION OF PARCEL A, PLAT OF WESTLAKE PLAZA AS RECORDED IN PLAT BOOK 132, PAGE 77 AND BEING THE LANDS OF PUBLIX SUPER MARKETS, INC. AS RECORDED IN OFFICIAL RECORDS BOOK 32723, PAGE 670, AMONG THE LAND RECORDS OF PALM BEACH COUNTY, FLORIDA AND HAVING A PARCEL CONTROL NUMBER OF 77-40-43-01-24-001-0000 PER THE PALM BEACH COUNTY PROPERTY APPRAISER. THE PROPERTY IS LYING IN SECTION 1; TOWNSHIP 43 SOUTH; RANGE 40 EAST.

2. PARCEL A AREA = 885,154 SQUARE FEET OR 20.320 ACRES (MEASURED AND PLAT).

3. APPROXIMATE LOCATION OF UNDERGROUND UTILITIES SHOWN ON SHEET 3 OF 3 ARE PER A PRIVATE UTILITY MARKOUT PERFORMED BY BLOOD HOUND UNDERGROUND UTILITY LOCATORS ON FEBRUARY 20, 2025 AND FIELD LOCATED WITH CONVENTIONAL FIELD SURVEY METHODS UNLESS OTHERWISE NOTED.

4. THIS SURVEY WAS PERFORMED IN THE FIELD ON FEBRUARY 21, 2025 UTILIZING THE REFERENCE DOCUMENTS AS LISTED HEREON AND DEPICTS BUILDINGS, STRUCTURES AND OTHER IMPROVEMENTS. REVISIONS LISTED ON THIS SURVEY APPLY ONLY TO THE SPECIFIC CHANGES REFERENCED, AND DO NOT CONSTITUTE AN UPDATE OF OTHER DATA ON THIS SURVEY. THE "SURVEY DATE" SHOWN HEREON IS THE APPLICABLE DATE AS RELATED TO PROVISIONS OF STATUTES OF LIMITATION UNLESS NOTED OTHERWISE.

5. ELEVATIONS ARE BASED ON NAVD88 DATUM DETERMINED BY GPS OBSERVATIONS AND TIED IN TO THE NGS NO. DI8238 WITH A PUBLISHED ELEVATION OF 21.01 FEET.

6. THE PROPERTY IS LOCATED IN OTHER AREAS ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AND SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD ZONE AE (BASE FLOOD ELEVATIONS DETERMINED) PER MAP ENTITLED "FIRM FLOOD INSURANCE RATE MAP, PALM BEACH COUNTY, FLORIDA AND INCORPORATED AREAS, PANEL 345 OF 1200", MAP NUMBER 12099C0345F, WITH A MAP EFFECTIVE DATE OF OCTOBER 5, 2017.

7. ZONING: MU - MIXED USE

   BUILDING SETBACKS:
   FRONT (SOUTH): 10 FEET
   SIDE (EAST): 20 FEET
   SIDE (WEST): 10 FEET
   REAR (NORTH): 10 FEET

   ALL ZONING INFORMATION WAS PROVIDED IN A DUE DILIGENCE REPORT PREPARED BY BOHLER ENGINEERING FL, LLC, DATED FEBRUARY 17, 2025 AND MUST BE VERIFIED PRIOR TO USE OR RELIANCE UPON SAME, TO CONFIRM THE ZONING INFORMATION REPRESENTS AND DEPICTS THE THEN-CURRENT SITE-SPECIFIC INFORMATION." SHOULD THERE BE ANY CHANGE IN USE, SETBACK(S) AND/OR SET BACK REQUIREMENTS, ZONING CLASSIFICATION AND/OR ANY OTHER CHANGE OR VARIATION FROM THE CONDITIONS RECORDED HEREIN, THE CLIENT MUST VERIFY COMPLIANCE WITH THE USE, SET BACK, ZONING CLASSIFICATION AND/OR ORDINANCE, REGULATION OR LEGAL REQUIREMENT, PRIOR TO USING OR RELYING UPON THE FINDINGS RECORDED HEREIN, OR REFERENCING SAME AS RELATED TO THE PROPERTY, PROJECT AND/OR DEVELOPMENT.

8. NO SURVEY OF SUBTERRANEAN STRUCTURES OR INTERIOR SPACES SUCH AS FOOTINGS, FOUNDATIONS, VAULTS OR BASEMENTS WAS PERFORMED AS PART OF THIS LAND SURVEY, AND THIS PLAN SHOULD NOT BE CONSTRUED AS CERTIFICATION TO THE EXISTENCE OR LOCATION OF THE SAME.

9. TREES 4 INCHES DIAMETER AT BREAST HEIGHT (DBH) AND LARGER HAVE BEEN LOCATED WITHIN THE SURVEYED AREA.

10. THERE ARE NO GAP/GORES OR OVERLAPS BETWEEN THE RIGHT-OF-WAY LINES HEREON REFERENCED AND PARCEL A.

11. NO ON-SITE PARKING STRIPING WAS IDENTIFIED AT TIME OF SURVEY WITHIN THE LIMITED SURVEYED AREA.

12. THERE ARE NO VISIBLE ENCROACHMENTS EXCEPT AS SHOWN ON THE SURVEY. ENCROACHMENT IS A LEGAL CONDITION, NOT A MATTER OF SURVEY AND, AS A RESULT, THERE MAY BE OTHER POSSIBLE ENCROACHMENTS AFFECTING THE PROPERTY THAT ARE NOT SHOWN.

13. THE PROPERTY HAS ACCESS TO PERMSIMMON BOULEVARD WEST & SEMINOLE PRATT WHITNEY ROAD VIA AN INGRESS AND EGRESS EASEMENT PER OFFICIAL RECORDS BOOK 34482, PAGE 354.

14. BOHLER WAS NOT MADE AWARE OF ANY WETLAND DELINEATION PERFORMED ON THE SUBJECT PROPERTIES AND THERE WERE NO WETLAND FLAGS OBSERVED AT THE TIME OF THE FIELD SURVEY, A PHASE 1 REPORT WAS NOT PROVIDED.

15. THIS SURVEY WAS PREPARED IN ACCORDANCE WITH THE "STANDARDS OF PRACTICE", AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN RULES 5J-17.050 THROUGH 5J-17.053, OF THE FLORIDA ADMINISTRATIVE CODE.

16. BASIS OF BEARINGS: THE BEARINGS SHOWN HEREON ARE RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, WEST ZONE, NORTH AMERICAN DATUM OF 1983 - 1990 ADJUSTMENT, HOLDING THE NORTH LINE OF PARCEL A, WESTLAKE PLAZA, AS RECORDED IN PLAT BOOK 132, PAGE 77, AS BEING SOUTH 88°17'08" EAST.

17. ALL DISTANCES ARE MEASURED GROUND DISTANCES UNLESS NOTED OTHERWISE.

18. THE USE OF THE SURVEYED AREA IS CURRENTLY VACANT.

19. ALL BEARINGS AND DISTANCES SHOWN ARE BOTH MEASURED AND PLAT.

20. THE CONTRACTED PURPOSE OF THIS SURVEY IS FOR PERMITTING, REAL ESTATE TRANSACTION, AND/OR SITE PLAN. THIS SURVEY IS NOT VALID FOR ANY OTHER USE.

21. ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY ANYONE OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

22. THIS MAP IS INTENDED TO BE DEPICTED AT A SCALE OF 1"=20' AND 1"=60' ON 24"X36" SHEETS. UNITS SHOWN ARE U.S. SURVEY FEET.

23. SOME TOPOGRAPHIC FEATURES MAY BE EXAGGERATED IN SCALE FOR CLARITY. THE CENTER OF THE SYMBOL OF SUCH FEATURES IS THE CORRECT LOCATIONS.

24. © COPYRIGHT 2025 BY BOHLER ENGINEERING FL, LLC.
REPRODUCTIONS OF THIS SURVEY ARE NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND STAMP, OR A DIGITALLY VERIFIED ELECTRONIC SIGNATURE AND SEAL, OF A FLORIDA LICENSED SURVEYOR AND MAPPER EMPLOYED BY BOHLER ENGINEERING FL, LLC.

UTILITIES:

THE FOLLOWING COMPANIES WERE NOTIFIED BY SUNSHINE 811 UTILITY SYSTEM (1-800-432-4770) AND REQUESTED TO MARK OUT UNDERGROUND FACILITIES AFFECTING AND SERVICING THIS SITE. THE UNDERGROUND UTILITY INFORMATION SHOWN HEREON IS BASED UPON THE UTILITY COMPANIES RESPONSE TO THIS REQUEST. SERIAL NUMBER(S): 48501167

UTILITY COMPANY	PHONE NUMBER	PHONE NUMBER
PALM BEACH COUNTY WATER UTILITIES	NO CONFLICT	(561) 740-4588
SEMINOLE IMPROVEMENT DISTRICT	MARKED	(561) 790-1742 X101
INDIAN TRAIL IMPROVEMENT DISTRICT	CLEAR NO FACILITIES	(561) 721-4822
AT&T/DISTRIBUTION	NO CONFLICT	(888) 357-1922
FLORIDA POWER & LIGHT - PALM BEACH	MARKED	(800) 778-9140
COMCAST-PBG	MARKED	(800) 778-9140
PALM BEACH COUNTY TRAFFIC OPERATIONS	MARKED	(561) 233-3923
FLA PUBLIC UTILITIES CO	MARKED	(561) 695-4510
MCI	MARKED	(800) 624-9675
CROWN CASTLE NG	MARKED	(801) 364-1063

TITLE NOTES:

THIS SURVEY IS PREPARED WITH REFERENCE TO A COMMITMENT FOR TITLE INSURANCE PREPARED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NUMBER 16-25-0042, WITH A COMMITMENT DATE OF FEBRUARY 7, 2025. OUR OFFICE HAS REVIEWED THE FOLLOWING SURVEY RELATED EXCEPTIONS IN SCHEDULE B, PART II:

(7) RESTRICTIONS, COVENANTS, CONDITIONS, EASEMENTS AND OTHER MATTERS AS CONTAINED ON THE PLAT OF WESTLAKE PLAZA, RECORDED IN PLAT BOOK 132, PAGE 77 , OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA; **AFFECT THE SURVEYED AREA, PLOTTABLE ITEMS 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 , ALL OF THE PUBLIC RECORDS OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. THE RIGHT OF SURFACE ENTRY HAVING BEEN TERMINATED BY OPERATION OF THE FLORIDA MARKETABLE RECORD TITLE ACT, CHAPTER 712, FLORIDA STATUTES; **THE SURVEYED AREA FALLS WITHIN THE LIMITS DESCRIBED IN THE DOCUMENTS.**

(9) NOTICE OF RIGHT OF FIRST REFUSAL BETWEEN CALLERY-JUDGE GROVE, L.P. AND MOBIL OIL CORPORATION RECORDED IN OFFICIAL RECORDS BOOK 10923, PAGE 669; **THE SURVEYED AREA FALLS WITHIN THE LIMITS DESCRIBED IN THE DOCUMENT.**

(10) RECORDED NOTICE OF ENVIRONMENTAL RESOURCE PERMIT RECORDED IN OFFICIAL RECORDS BOOK 27737, PAGE 15; **NOT A SURVEY MATTER.**

(11) SEMINOLE PRATT WHITNEY ROAD RURAL PARKWAY EASEMENT RECORDED IN OFFICIAL RECORDS BOOK 27898, PAGE 1321; **AFFECTS THE SURVEYED AREA, EASEMENT SHOWN.**

(12) TERMS AND CONDITIONS OF THE AMENDED AND RESTATED DECLARATION OF RESTRICTIONS RECORDED IN OFFICIAL RECORDS BOOK 31054, PAGE 1844; **THE SURVEYED AREA FALLS WITHIN THE LIMITS DESCRIBED IN THE DOCUMENT. DOCUMENT CONTAINS USE RESTRICTIONS.**

(13) DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS BETWEEN MINTO PBLH, LLC AND PUBLIX SUPER MARKETS, INC. RECORDED JULY 27, 2021 IN OFFICIAL RECORDS BOOK 32723, PAGE 661; **AFFECT THE SURVEYED AREA, DOCUMENT CONTAINS USE RESTRICTIONS.**

(14) ASSIGNMENT OF DEVELOPMENT RIGHTS BETWEEN MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY ("ASSIGNOR"), AND PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION ("ASSIGNEE") RECORDED JULY 27, 2021 IN OFFICIAL RECORDS BOOK 32723, PAGE 673; **THE SURVEYED AREA FALLS WITHIN THE LIMITS DESCRIBED IN THE DOCUMENT.**

(15) RESTRICTIVE COVENANT AGREEMENT BETWEEN MINTO PBLH, LLC, A FLORIDA LIMITED LIABILITY COMPANY AND PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION RECORDED JULY 27, 2021 IN OFFICIAL RECORDS BOOK 32723, PAGE 699; **AFFECTS THE SURVEYED AREA, DOCUMENT CONTAINS USE RESTRICTIONS.**

(16) EASEMENT IN FAVOR OF FLORIDA PUBLIC UTILITIES COMPANY RECORDED JUNE 1, 2022, IN OFFICIAL RECORDS BOOK 33602, PAGE 365; **AFFECTS THE SURVEYED AREA, EASEMENT IS GENERAL IN NATURE AND NOT PLOTTABLE.**

(17) DECLARATION OF RESTRICTIONS, COVENANTS AND CONDITIONS AND GRANT OF EASEMENTS BY PUBLIX SUPER MARKETS, INC., RECORDED AUGUST 8, 2023, IN OFFICIAL RECORDS BOOK 34482, PAGE 354; **AFFECT THE SURVEYED AREA, DOCUMENT CONTAINS USE RESTRICTIONS AND EASEMENTS THAT ARE GENERAL IN NATURE AND NOT PLOTTABLE.**

(18) GRANT OF EASEMENT IN FAVOR OF SEMINOLE IMPROVEMENT DISTRICT RECORDED OCTOBER 11, 2023, IN OFFICIAL RECORDS BOOK 34606, PAGE 1554; **AFFECTS THE SURVEYED AREA, EASEMENT SHOWN.**

(19) UNDERGROUND EASEMENT GRANTED TO FLORIDA POWER & LIGHT COMPANY RECORDED IN OFFICIAL RECORDS BOOK 35558, PAGE 1944; **DOES NOT AFFECT THE SURVEYED AREA, AFFECTS THE LANDS TO THE WEST. EASEMENT SHOWN.**

(20) TERMS AND CONDITIONS OF THE LEASE DATED _____, 2025, FROM PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION, AS LESSOR, AND MAVIS SOUTHEAST LLC, A DELAWARE LIMITED LIABILITY COMPANY, AS LESSEE, AS EVIDENCED BY THAT MEMORANDUM OF LEASE RECORDED _____, 2025, IN OFFICIAL RECORDS BOOK ___, PAGE ___; **NO RECORDED DOCUMENT PROVIDED FOR REVIEW.**

TITLE DESCRIPTION:

THAT LEASEHOLD ESTATE CREATED BY THAT LEASE DATED _____, 2025, FROM PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION, AS LESSOR, AND MAVIS SOUTHEAST LLC, A DELAWARE LIMITED LIABILITY COMPANY, AS LESSEE, AS EVIDENCED BY THAT MEMORANDUM OF LEASE RECORDED _____, 2025, IN OFFICIAL RECORDS BOOK ___, PAGE ___, OVER THE FOLLOWING DESCRIBED PROPERTY:

A PORTION OF PARCEL A, WESTLAKE PLAZA, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 132, PAGE 77, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

NOTES:
COORDINATES, BEARINGS AND DISTANCES

1. COORDINATES SHOWN ARE GRID
2. DATUM = NAD 83 1990 ADJUSTMENT
3. ZONE = FLORIDA EAST
4. LINEAR UNIT = US SURVEY FEET
5. COORDINATE SYSTEM 1983 STATE PLANE
6. TRANSVERSE MERCATOR PROJECTION
7. ALL DISTANCES ARE GROUND, UNLESS OTHERWISE NOTES
8. SCALE FACTOR = 1.0000017
9. GROUND DISTANCE X SCALE FACTOR = GRID DISTANCE
10. BEARINGS AS SHOWN HEREON ARE GRID DATUM.

S88°17'08"E (PLAT BEARING)
S88°17'08"E (GRID BEARING)
NORTH LINE OF PARCEL A WESTLAKE PLAZA PB 132, PG 77

SITE LOCATION MAP
SCALE: 1"=1000'
SOURCE: AUTODESK GEOLOCATION MAP

TO: FIDELITY NATIONAL TITLE INSURANCE COMPANY; MAVIS SOUTHEAST LLC, A DELAWARE LIMITED LIABILITY COMPANY; & PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION.

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, 5, 6(A), 7(A), 7(B1), 7(C), 8, 9, 11(A), 11(B), 13 & 14 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON FEBRUARY 21, 2025.

COLLIN WOODYARD License Number LS7423 STATE OF FLORIDA Professional Surveyor and Mapper

Digitally signed by Collin Woodyard
DN: E=cwoodyard@bohlereng.com, CN=Collin Woodyard, O="BOHLER ENGINEERING FL, LLC", L=Boca Raton, S=Florida, SERIALNUMBER=MAS20240820656130, C=US
Date: 2025.03.12 10:30:03-04'00'

COLLIN WOODYARD DATE
PROFESSIONAL SURVEYOR AND MAPPER NO. LS7423
THIS CERTIFICATION IS MADE TO ONLY NAMED PARTIES FOR PURCHASE AND/OR MORTGAGE OF HEREIN DELINEATED PROPERTY BY THE NAMED PURCHASER. NO RESPONSIBILITY OR LIABILITY IS ASSUMED BY SURVEYOR FOR THE USE OF SURVEY FOR ANY OTHER PURPOSE INCLUDING, BUT NOT LIMITED TO, USE OF SURVEY AFFIDAVIT, RESALE OF PROPERTY, OR TO ANY OTHER PERSON NOT LISTED IN CERTIFICATION, EITHER DIRECTLY OR INDIRECTLY.

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
LAND DEVELOPMENT DESIGN
PERMITTING SERVICES
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REV	DATE	COMMENT	DRAWN BY / CHECKED BY

PROJECT No.:	FLA230191.00-0A
DRAWN BY:	PD
CHECKED BY:	SM
DATE:	03/11/2025
CAD I.D.:	S-ALTA-SURV
FIELD DATE:	02/21/2025
CREW CHIEF:	JV
APPROVED:	CW

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PROJECT:
ALTA/NSPS LAND TITLE SURVEY
FOR
MAVIS TIRES & BRAKES At DISCOUNT Prices

16725 SEMINOLE PRATT WHITNEY ROAD LOXAHATCHEE FLORIDA PALM BEACH COUNTY

BOHLER
1900 NW CORPORATE BOULEVARD
SUITE 101E
BOCA RATON, FLORIDA 33431
Phone: (561) 571-0280
Fax: (561) 571-0281
FLORIDA BUSINESS CERT. OF AUTH. No. LB#8085

SHEET NUMBER: 1 OF 3

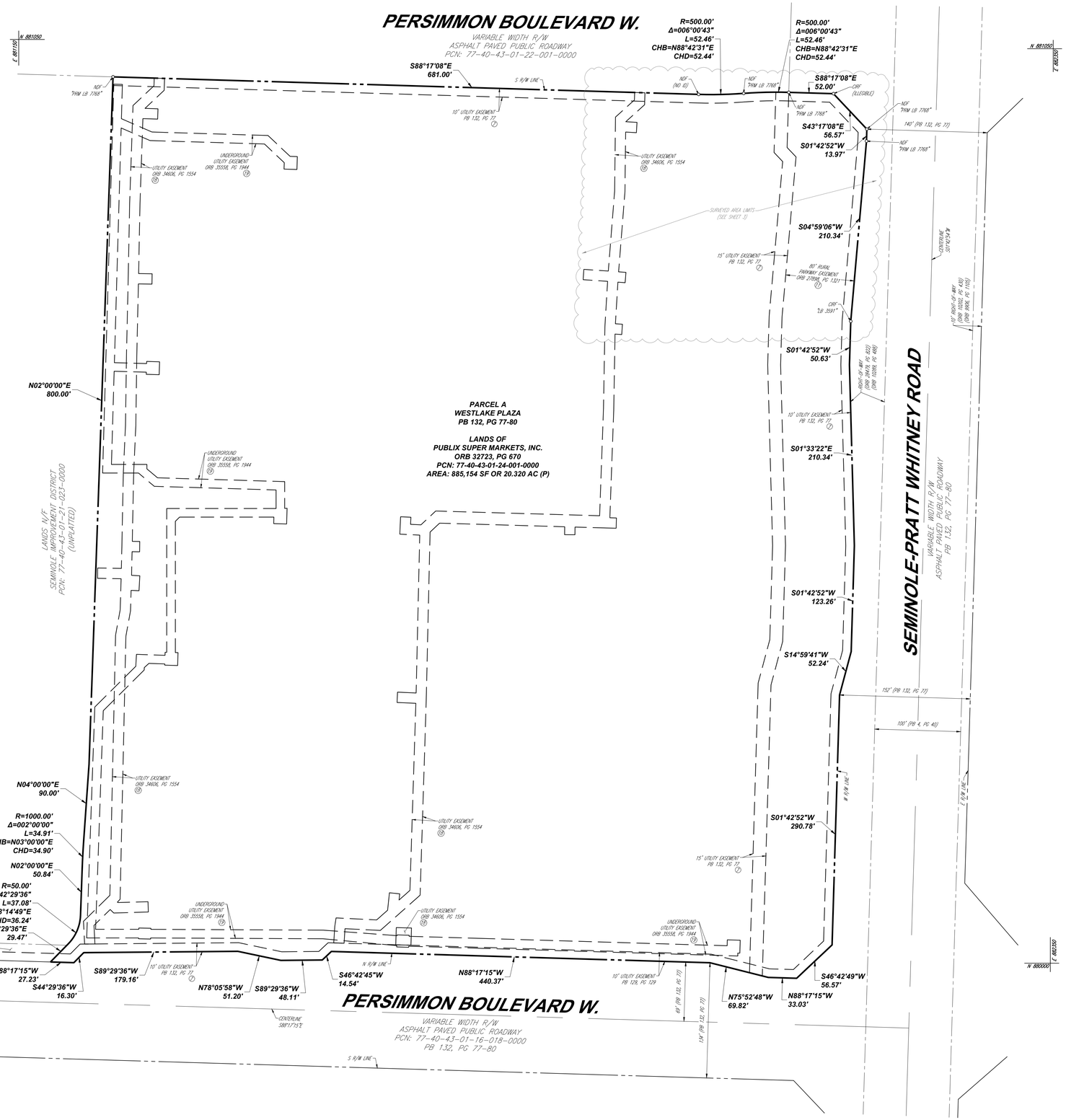
ORG. DATE - 3/11/2025

H:\2023\FLA230191.00\SURVEY\CAD\DRAWINGS\SURVEY\S-ALTA-SURV-FLA230191.00-0A-----LAYOUT: SHEET 1

BOUNDARY & EASEMENT EXHIBIT

LEGEND

ORB	OFFICIAL RECORDS BOOK
PB	PLAT BOOK
PG	PAGE
R/W	RIGHT-OF-WAY
PCN	PROPERTY CONTROL NUMBER
N	NORTH
S	SOUTH
E	EAST
W	WEST
FCS	FLORIDA COORDINATE ZONE
NAD	NORTH AMERICAN DATUM
R	RADIUS
Δ	DELTA
L	LENGTH
CHB	CHORD BEARING
CHD	CHORD DISTANCE
(P)	PLAT
SF	SQUARE FOOT
AC	ACRE
N/F	NOW OR FORMERLY
⚡	TITLE REPORT EXCEPTION
PRM	PERMANENT REFERENCE MONUMENT
LB	LICENSED BUSINESS
NDF	NAIL & DISK FOUND
CIRF	CAPPED IRON ROD FOUND



BOHLER

SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
INDUSTRIAL DESIGN
PERMITTING SERVICES
TRANSPORTATION SERVICES

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PROJECT No.:	FLA230191.00-0A
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PROJECT:

ALTA/NSPS LAND TITLE SURVEY

FOR

MAVIS TIRES & BRAKES At DISCOUNT Prices

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PALM BEACH COUNTY

BOHLER

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BOCA RATON, FLORIDA 33431
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Fax: (561) 571-0281
FLORIDA BUSINESS CERT. OF AUTH. No. LB#8085

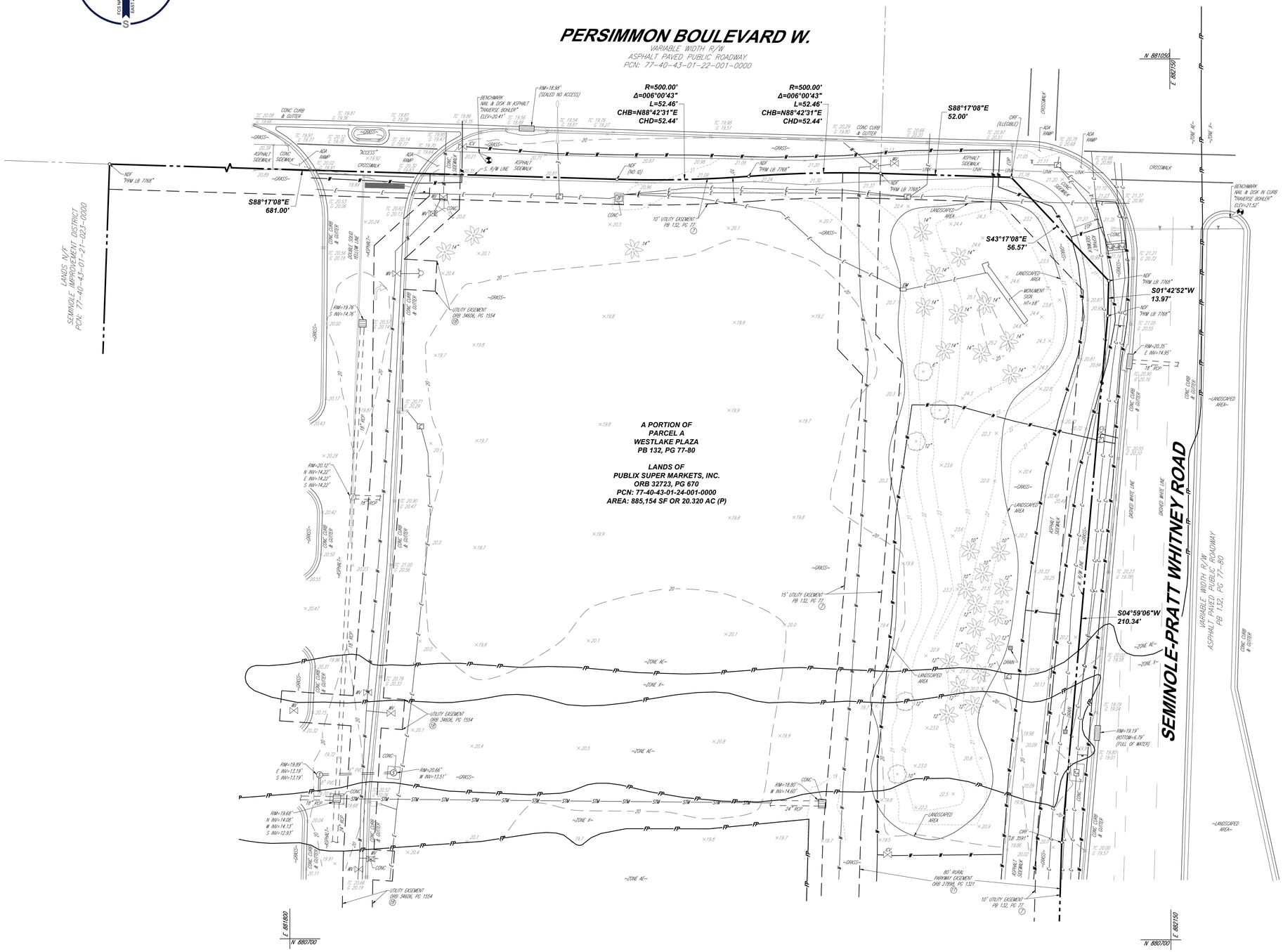
60 30 15 0 60
SCALE: 1" = 60'

SHEET NUMBER:
2
OF 3

ORG. DATE - 3/11/2025

H:\2023\FLA230191.00\SURVEY\CAD\DRAWINGS\SURVEYS-ALTA-SURV-FLA230191.00-0A.----\LAYOUT: SHEET 2
PD

SURVEYED AREA EXHIBIT



LEGEND

123 / 123	EXIST CONTOUR
X 123.45	EXIST SPOT ELEVATION
X TC 123.45	EXIST TOP OF CURB ELEVATION
X G 123.95	EXIST GUTTER ELEVATION
	HYDRANT
	WATER VALVE
IRR	IRRIGATION CONTROL VALVE
C C	APPROX LOC UNDERGROUND CABLE LINE PER UTILITY MARKOUT
E E	APPROX LOC UNDERGROUND ELEC LINE PER UTILITY MARKOUT
W W	APPROX LOC UNDERGROUND WATER LINE PER UTILITY MARKOUT
STM STM	APPROX LOC UNDERGROUND STORM SEWER LINE PER UTILITY MARKOUT
UNK UNK	APPROX LOC UNDERGROUND UNKNOWN LINE PER UTILITY MARKOUT
FP FP	APPROX LOC FLOODPLAIN LINE PER FEMA FIRM MAP
	TRAFFIC SIGNAL
EM	ELECTRIC METER
TF	TRANSFORMER
S	SANITARY MANHOLE
D	STORM DRAIN MANHOLE
	SIGN
	AREA LIGHT
	PAINTED ARROWS
	TITLE REPORT EXCEPTION
	BENCHMARK
	GRATE INLET
	STREET LIGHT
C	COVER
	TRAFFIC SIGNAL POLE
	TREE (SIZE AS NOTED)
CONC	CONCRETE
EOP	EDGE OF PAVEMENT
SF	SQUARE FOOT
AC	ACRE
N/F	NOW OR FORMERLY
ELEV	ELEVATION
INV	INVERT
RCP	REINFORCED CONCRETE PIPE
PVC	POLYVINYLCHLORIDE
HT	HEIGHT
NAD	NORTH AMERICAN DATUM
NAVD	NORTH AMERICAN VERTICAL DATUM
FCS	FLORIDA COORDINATE SYSTEM
R/W	RIGHT-OF-WAY
PRM	PERMANENT REFERENCE MONUMENT
LB	LICENSED BUSINESS
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L	LENGTH
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W	WEST

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
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PROJECT:

ALTA/NSPS LAND TITLE SURVEY

FOR

MAVIS TIRES & BRAKES At DISCOUNT Prices

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PALM BEACH COUNTY

BOHLER
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Phone: (561) 571-0280
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FLORIDA BUSINESS CERT. OF AUTH. No. LB#8085

20 10 5 0 20
SCALE: 1" = 20'

SHEET NUMBER:
3
OF 3

ORG. DATE - 3/11/2025

H:\2023\FLA230191.00\SURVEY\CAD\DRAWINGS\SURVEYS-ALTA-SURV-FLA230191.00-0A.---->LAYOUT: SHEET 3 PD

SITE CONSTRUCTION PLAN

FOR

PROPOSED

MAVIS TIRES & BRAKES - CITY OF WESTLAKE

LOCATION OF SITE

16775 PERSIMMON BLVD

WESTLAKE, FL 33470

CITY OF WESTLAKE

SECTION 01, TOWNSHIP 43 SOUTH, RANGE 40 EAST

PARCEL ID: 77-40-43-01-24-001-0000

REFERENCES AND CONTACTS

REFERENCES

♦BOUNDARY & TOPOGRAPHIC SURVEY:
BOHLER
1900 NW CORPORATE BLVD. SUITE 101E
BOCA RATON, FL 33431
DATED: 3/11/2025
ELEVATIONS: NAVD 88

♦GEOTECHNICAL INVESTIGATION REPORT:
ECS FLORIDA, LLC - WEST PALM BEACH
2000 AVENUE "P" SUITE 3
WEST PALM BEACH, FL 33404
DATED: 02/27/2025

♦ENVIRONMENTAL SITE ASSESSMENT :
ECS FLORIDA, LLC - WEST PALM BEACH
2000 AVENUE "P" SUITE 3
WEST PALM BEACH, FL 33404
DATED: 02/25/2025

♦WESTLAKE PLAZA - PHASE II :
SIMMONS W& WHITE
2581 METROCENTRE BLVD WEST, STE 3
WEST PALM BEACH, FL 33407
DATED: 02/13/2024

♦ARCHITECTURAL PLAN:
LARSON DESIGN GROUP
3000 WESTINGHOUSE DRIVE, SUITE 400
CRANBERRY TWP, PA 16606
DATED: 07/01/2025 1

♦LANDSCAPE PLAN:
LANDSCAPE DYNAMICS
P.O. BOX 2852
WINTER PARK, FL 32790
DATED: 07/27/2025 1

GOVERNING AGENCIES

♦PLANNING, ZONING COMMITTEE
CITY OF WESTLAKE
4001 SEMINOLE PRATT WHITNEY RD
WESTLAKE, FL 33470
PHONE: (561) 530-5880

♦BUILDING DEPARTMENT
CITY OF WESTLAKE
4001 SEMINOLE PRATT WHITNEY RD
WESTLAKE, FL 33470
PHONE: (561) 530-5880 EXT 402

♦FIRE DEPARTMENT
CITY OF WESTLAKE
4001 SEMINOLE PRATT WHITNEY RD
WESTLAKE, FL 33470
PHONE: (561) 530-5880 EXT 108

ROW JURISDICTION

♦TRAFFIC, STORMWATER, WATER & SEWER
CITY OF WESTLAKE PUBLIC WORKS DEPARTMENT
4001 SEMINOLE PRATT WHITNEY RD
WESTLAKE, FL 33470
PHONE: (561) 530-5880

SEMINOLE IMPROVEMENT DISTRICT
4001 SEMINOLE PRATT WHITNEY RD
LOXAHATCHEE, FL 33470
PHONE: (561) 790-1742

THE ABOVE REFERENCED DOCUMENTS ARE INCORPORATED BY REFERENCE AS PART OF THESE PLANS, HOWEVER, BOHLER ENGINEERING DOES NOT CERTIFY THE ACCURACY OF THE WORK REFERENCED OR DERIVED FROM THESE DOCUMENTS, BY OTHERS.

LEGAL DESCRIPTION

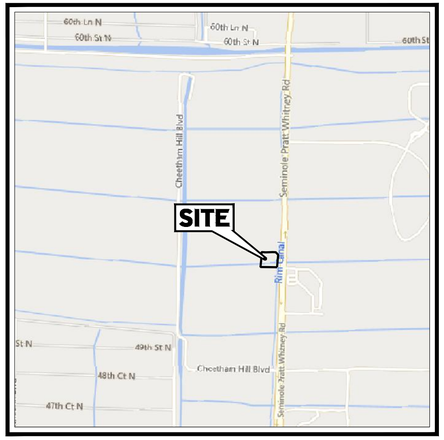
THE SURVEYED AREA IS A PORTION OF PARCEL A, PLAT OF WESTLAKE PLAZA AS RECORDED IN PLAT BOOK 132, PAGE 77 AND BEING THE LANDS OF PUBLIX SUPER MARKETS, INC. AS RECORDED IN OFFICIAL RECORDS BOOK 32723, PAGE 670, AMONG THE LAND RECORDS OF PALM BEACH COUNTY, FLORIDA AND HAVING A PARCEL CONTROL NUMBER OF 77-40-43-01-24-001-0000 PER THE PALM BEACH COUNTY PROPERTY APPRAISER. THE PROPERTY IS LYING IN SECTION 1; TOWNSHIP 43 SOUTH; RANGE 40 EAST.

PARCEL A AREA = 885,154 SQUARE FEET OR 20.320 ACRES (MEASURED AND PLAT)

THAT LEASEHOLD ESTATE CREATED BY THAT LEASE DATED _____, 2025, FROM PUBLIX SUPER MARKETS, INC., A FLORIDA CORPORATION, AS LESSOR, AND MAVIS SOUTHEAST LLC, A DELAWARE LIMITED LIABILITY COMPANY, AS LESSEE, AS EVIDENCED BY THAT MEMORANDUM OF LEASE RECORDED _____, 2025, IN OFFICIAL RECORDS BOOK ____, PAGE ____, OVER THE FOLLOWING DESCRIBED PROPERTY:

A PORTION OF PARCEL A, WESTLAKE PLAZA, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 132, PAGE 77, OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

GENERAL NOTE
IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THIS PROJECT WORK SCOPE PRIOR TO THE INITIATION OF CONSTRUCTION. SHOULD THE CONTRACTOR FIND A CONFLICT WITH THE DOCUMENTS RELATIVE TO THE SPECIFICATIONS OR APPLICABLE CODES, IT IS THE CONTRACTORS RESPONSIBILITY TO NOTIFY THE PROJECT ENGINEER OF RECORD IN WRITING PRIOR TO THE START OF CONSTRUCTION. FAILURE BY THE CONTRACTOR TO NOTIFY THE PROJECT ENGINEER SHALL CONSTITUTE ACCEPTANCE OF FULL RESPONSIBILITY BY THE CONTRACTOR TO COMPLETE THE SCOPE OF THE WORK AS DEFINED BY THE DRAWINGS AND IN FULL CONFORMANCE WITH LOCAL REGULATIONS AND CODES.



LOCATION MAP
SCALE: N.T.S.

OWNER/DEVELOPER
MAVIS SOUTHEAST, LLC
100 HILLSIDE AVENUE
WHITE PLAINS, NY 10603
PHONE: 914-984-2500

PREPARED BY

BOHLER

CONTACT: FL-PERMITS@BOHLERENG.COM

SHEET INDEX

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EXISTING CONDITIONS/ DEMOLITION PLAN	C-201
SITE PLAN	C-301
FIRE TRUCK TURN PLAN	C-302
GRADING PLAN	C-401
UTILITY PLAN	C-501
EROSION AND SEDIMENT CONTROL PLAN PHASE 1	C-801
EROSION AND SEDIMENT CONTROL PLAN PHASE 2	C-802
CONSTRUCTION DETAILS	C-901
FDOT DETAILS	C-902
SEMINOLE IMPROVEMENT DISTRICT DETAILS	C-903
SEMINOLE IMPROVEMENT DISTRICT DETAILS	C-904
LIGHTING PLAN	L-201

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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY
1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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ISSUED FOR MUNICIPAL & AGENCY REVIEW & APPROVAL

THIS DRAWING IS INTENDED FOR MUNICIPAL AND/OR AGENCY REVIEW AND APPROVAL. IT IS NOT INTENDED AS A CONSTRUCTION DOCUMENT UNLESS INDICATED OTHERWISE.

PROJECT No.: FLA230191.00-0A
DRAWN BY: ~AH/MV~
CHECKED BY: ~KD/KM ~
DATE: 10/23/2025
CAD I.D.: P-CIVIL-CNDS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

KAYLA M. DEDRICK — STATE OF FLORIDA — No. 98107 — PROFESSIONAL ENGINEER

Digitally signed by Kayla Dedrick
DN: c=US, st=Florida, l=Tampa, cn=Kayla Dedrick, ou=BOHLER ENGINEERING FL, LLC, o=Boca Raton, Software, SERIALNUMBER=MAS20250117954149, email=
Date: 2025.10.24 11:40:33-04'00'

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

SHEET TITLE:

COVER SHEET

SHEET NUMBER:

C-101

REVISION 4 - 10/23/2025

GENERAL NOTES

(Rev. 1/2023)

1. THESE PLANS ARE SOLELY BASED ON INFORMATION THE OWNER AND OTHERS PROVIDED TO BOHLER ENGINEERING FL, LLC (HEREIN "BOHLER") PRIOR TO THE DATE ON WHICH THE PROFESSIONAL OF RECORD AND BOHLER PREPARED THESE PLANS. THE CONTRACTOR MUST FIELD VERIFY ALL EXISTING CONDITIONS AND IMMEDIATELY NOTIFY BOHLER, IN WRITING, IF ANY ACTUAL SITE CONDITIONS DIFFER FROM THOSE SHOWN ON THESE PLANS, OR IF THE PROPOSED WORK CONFLICTS WITH ANY OTHER SITE FEATURES.
2. THE CONTRACTOR MUST STRICTLY COMPLY WITH THESE NOTES AND ALL SPECIFICATIONS/REPORTS CONTAINED HEREIN. THE CONTRACTOR MUST ENSURE THAT ALL SUBCONTRACTORS FULLY AND COMPLETELY CONFORM TO AND COMPLY WITH THESE REQUIREMENTS. THESE NOTES, AND THE REQUIREMENTS ARTICULATED IN THE NOTES CONTAINED IN ALL THE OTHER DRAWINGS THAT COMPRISE THE PLAN SET OF DRAWINGS. ADDITIONAL NOTES AND SPECIFIC PLAN NOTES MAY BE FOUND ON THE INDIVIDUAL PLANS. THESE GENERAL NOTES APPLY TO THIS ENTIRE DOCUMENT PACKAGE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO REVIEW ALL CONSTRUCTION CONTRACT DOCUMENTS INCLUDING, BUT NOT LIMITED TO, ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THE PROJECT WORK SCOPE, PRIOR TO THE INITIATION AND COMMENCEMENT OF CONSTRUCTION.
3. PRIOR TO THE COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR MUST CONFIRM WITH THE PROFESSIONAL OF RECORD AND BOHLER THAT THE LATEST EDITION OF THE DOCUMENTS AND/OR REPORTS REFERENCED WITHIN THE PLAN REFERENCES ARE BEING USED FOR CONSTRUCTION. THIS IS THE CONTRACTOR'S SOLE AND COMPLETE RESPONSIBILITY.
4. PRIOR TO THE COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR MUST ENSURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION IS TO BEGIN UNTIL THE CONTRACTOR HAS THOROUGHLY REVIEWED AND UNDERSTOOD THE CONDITIONS OF APPROVAL TO ALL PLANS AND OTHER DOCUMENTS REVIEWED AND APPROVED BY THE PERMITTING AUTHORITIES AND HAS ALSO CONFIRMED THAT ALL NECESSARY AND REQUIRED PERMITS HAVE BEEN OBTAINED. THE CONTRACTOR MUST HAVE COPIES OF ALL PERMITS AND APPROVALS ON SITE AT ALL TIMES.
5. THE CONTRACTOR MUST ENSURE THAT ALL WORK IS PERFORMED IN ACCORDANCE WITH THESE PLANS, SPECIFICATIONS/REPORTS AND CONDITIONS OF APPROVAL, AND ALL APPLICABLE REQUIREMENTS, RULES, REGULATIONS, STATUTORY REQUIREMENTS, CODES, LAWS AND STANDARDS OF ALL GOVERNMENTAL ENTITIES WITH JURISDICTION OVER THIS PROJECT, AND ALL PROVISIONS IN AND CONDITIONS OF THE CONSTRUCTION CONTRACT WITH THE OWNER/DEVELOPER INCLUDING ALL EXHIBITS, ATTACHMENTS AND ADDENDA TO SAME.
6. PRIOR TO THE COMMENCEMENT OF CONSTRUCTION, THE CONTRACTOR MUST CONFIRM THE BUILDING LAYOUT BY CAREFULLY REVIEWING THE MOST CURRENT ARCHITECTURAL, CIVIL AND STRUCTURAL CONSTRUCTION DOCUMENTS (INCLUDING, BUT NOT LIMITED TO, MECHANICAL, ELECTRICAL, PLUMBING AND FIRE SUPPRESSION PLANS, WHERE APPLICABLE). THE CONTRACTOR MUST IMMEDIATELY NOTIFY OWNER, ARCHITECT AND PROFESSIONAL OF RECORD AND BOHLER, IN WRITING, OF ANY CONFLICTS, DISCREPANCIES OR AMBIGUITIES WHICH EXIST BETWEEN THESE PLANS AND ANY OTHER PLANS THAT COMPRISE THE CONSTRUCTION DOCUMENTS.
7. CONTRACTOR MUST REFER TO AND ENSURE COMPLIANCE WITH THE APPROVED ARCHITECTURAL/BUILDING PLANS OF RECORD FOR EXACT LOCATIONS AND DIMENSIONS OF ENTRY/EXIT POINTS, ELEVATIONS, PRECISE BUILDING DIMENSIONS, AND EXACT BUILDING UTILITY LOCATIONS.
8. THE CONTRACTOR MUST FIELD VERIFY ALL DIMENSIONS AND MEASUREMENTS SHOWN ON THESE PLANS, PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THE CONTRACTOR MUST IMMEDIATELY NOTIFY PROFESSIONAL OF RECORD AND BOHLER, IN WRITING, IF ANY CONFLICTS, DISCREPANCIES, OR AMBIGUITIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION. NO EXTRA COMPENSATION WILL BE PAID TO THE CONTRACTOR FOR WORK WHICH HAS TO BE RE-DONE BECAUSE OF DIMENSIONS, MEASUREMENTS OR GRADES BEING INCORRECTLY ON THESE PLANS PRIOR TO BOTH (A) THE CONTRACTOR GIVING PROFESSIONAL OF RECORD AND BOHLER WRITTEN NOTIFICATION OF SAME AND (B) PROFESSIONAL OF RECORD AND BOHLER, THEREAFTER, PROVIDING THE CONTRACTOR WITH WRITTEN AUTHORIZATION TO PROCEED WITH SUCH ADDITIONAL WORK.
9. THE CONTRACTOR MUST VERIFY ALL DIMENSIONS AND MEASUREMENTS INCLUDED ON DESIGN DOCUMENTS HEREIN AND MUST NOT SCALE OFF THE DRAWINGS DUE TO POTENTIAL PRINTING INACCURACIES. ALL DIMENSIONS ARE MEASURED TO BE CENTER-LINE OF GRID OR FACE OF CONCRETE. THE GENERAL CONTRACTOR PRIOR TO PREPARATION OF SHOP DRAWINGS, FABRICATION/ORDERING OF PARTS AND MATERIALS AND COMMENCEMENT OF SITE WORK, SITE PLAN DRAWINGS ARE NOT INTENDED AS SURVEY DOCUMENTS. DIMENSIONS SUPERSEDE GRAPHICAL REPRESENTATIONS. THE CONTRACTOR MUST MAKE CONTRACTOR'S OWN MEASUREMENTS FOR LAYOUT OF IMPROVEMENTS.
10. THE OWNER AND CONTRACTOR MUST BE FAMILIAR WITH AND RESPONSIBLE FOR THE PROCUREMENT OF ANY AND ALL CERTIFICATIONS REQUIRED FOR THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY.
11. WHEN INCLUDED AS ONE OF THE REFERENCED DOCUMENTS, THE GEOTECHNICAL REPORT, SPECIFICATIONS AND RECOMMENDATIONS SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND, IN CASE OF CONFLICT, DISCREPANCY OR AMBIGUITY, THE MORE STRINGENT REQUIREMENTS AND/OR RECOMMENDATIONS CONTAINED IN: (A) THE PLANS; AND/OR (B) THE GEOTECHNICAL REPORT AND RECOMMENDATIONS, MUST TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. THE CONTRACTOR MUST NOTIFY THE PROFESSIONAL OF RECORD AND BOHLER, IN WRITING, OF ANY SUCH CONFLICTS, DISCREPANCIES, OR AMBIGUITIES PRIOR TO PERFORMING WORK REVIEW WITH REASONABLE PROMPTNESS, AS CONDITIONS PERMIT. ANY DOCUMENT, DOCUMENTING BOHLER'S REVIEW OF A SPECIFIC ITEM OR LIMITED SCOPE, MUST NOT INDICATE THAT BOHLER HAS REVIEWED THE ENTIRE ASSEMBLY OF WHICH THE ITEM IS A COMPONENT. BOHLER IS NOT RESPONSIBLE FOR ANY DEVIATIONS FROM THE CONSTRUCTION DOCUMENTS. THE CONTRACTOR MUST, IN WRITING, PROMPTLY AND IMMEDIATELY BRING ANY DEVIATIONS FROM THE CONSTRUCTION DOCUMENTS TO BOHLER'S ATTENTION. BOHLER IS NOT REQUIRED TO REVIEW PARTIAL SUBMISSIONS OR THOSE FOR WHICH SUBMISSIONS OF CORRELATED ITEMS HAVE NOT BEEN RECEIVED.
25. IF THE CONTRACTOR DEVIATES FROM THESE PLANS AND/OR SPECIFICATIONS, INCLUDING THE NOTES CONTAINED HEREIN, WITHOUT FIRST OBTAINING THE EXPRESS WRITTEN AUTHORIZATION OF THE PROFESSIONAL OF RECORD AND BOHLER FOR ALL DEVIATIONS WITHIN PROFESSIONAL OF RECORD'S SCOPE, THE CONTRACTOR IS SOLELY RESPONSIBLE FOR THE PAYMENT OF ALL COSTS INCURRED IN CORRECTING ANY WORK PERFORMED WHICH DEVIATES FROM THE PLANS, ALL FINES AND/OR PENALTIES ASSESSED WITH RESPECT THERETO AND ALL COMPENSATORY OR PUNITIVE DAMAGES RESULTING THEREFROM AND, FURTHER, MUST DEFEND, INDEMNIFY, PROTECT AND HOLD HARMLESS THE PROFESSIONAL OF RECORD AND BOHLER PARTIES TO THE FULLEST EXTENT PERMITTED UNDER THE LAW, FOR AND FROM ALL FEES, ATTORNEYS' FEES, DAMAGES, COSTS, JUDGMENTS, CLAIMS, INJURIES, PENALTIES AND THE LIKE RELATED TO SAME.
26. THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING AND PROTECTING THE TRAFFIC CONTROL PLAN AND ELEMENTS IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS, FOR ALL WORK THAT AFFECTS PUBLIC TRAVEL EITHER IN THE RIGHT OF WAY OR ON SITE. THE COST FOR THIS ITEM MUST BE INCLUDED IN THE CONTRACTOR'S PRICE AND IS THE CONTRACTOR'S SOLE RESPONSIBILITY
27. OWNER MUST MAINTAIN AND PRESERVE ALL PHYSICAL SITE FEATURES AND DESIGN FEATURES DEPICTED ON THE PLANS AND RELATED DOCUMENTS IN STRICT ACCORDANCE WITH THE AUTHORIZATION OF THE PROFESSIONAL OF RECORD AND BOHLER FOR ALL DEVIATIONS WITHIN PROFESSIONAL OF RECORD'S SCOPE. THE OWNER IS RESPONSIBLE FOR ANY FAILURE TO SO MAINTAIN OR PRESERVE SITE AND/OR DESIGN FEATURES. IF OWNER FAILS TO MAINTAIN AND/OR PRESERVE ALL PHYSICAL SITE FEATURES AND/OR DESIGN FEATURES DEPICTED ON THE PLANS AND RELATED DOCUMENTS, OWNER AGREES TO INDEMNIFY AND HOLD THE PROFESSIONAL OF RECORD AND BOHLER PARTIES, HARMLESS FOR ALL INJURIES, DAMAGES AND COSTS THAT PROFESSIONAL OF RECORD AND BOHLER INCUR AS A RESULT OF SAID FAILURE OR FAILURE TO PRESERVE.
28. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR ENSURING THAT ALL CONSTRUCTION ACTIVITIES AND MATERIALS COMPLY WITH AND CONFORM TO APPLICABLE FEDERAL, STATE AND LOCAL RULES AND REGULATIONS, LAWS, ORDINANCES, AND CODES, AND ALL APPLICABLE REQUIREMENTS OF THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970, (29 U.S.C. 651 ET SEQ.) AS AMENDED, AND ANY MODIFICATIONS, AMENDMENTS OR REVISIONS TO SAME.
29. THE CONTRACTOR MUST STRICTLY COMPLY WITH THE LATEST AND CURRENT OSHA STANDARDS AND REGULATIONS, AND/OR ANY OTHER AGENCY WITH JURISDICTION OVER EXCAVATION AND TRENCHING PROCEDURES. PROFESSIONAL OF RECORD AND BOHLER HAS NO RESPONSIBILITY FOR OR AS RELATED TO EXCAVATION AND TRENCHING PROCEDURES AND WORK.
30. THE CONTRACTOR AND THE OWNER MUST INSTALL ALL ELEMENTS AND COMPONENTS IN STRICT COMPLIANCE WITH AND IN ACCORDANCE WITH MANUFACTURER'S STANDARDS AND RECOMMENDED INSTALLATION CRITERIA AND SPECIFICATIONS. THE CONTRACTOR AND OWNER AGREE TO, AND DO SO, THEY AGREE TO JOINTLY, INDEPENDENTLY, SEPARATELY, COLLECTIVELY, AND SEVERALLY INDEMNIFY, DEFEND, PROTECT AND HOLD PROFESSIONAL OF RECORD AND BOHLER PARTIES HARMLESS FOR ALL INJURIES AND DAMAGES THAT PROFESSIONAL OF RECORD SUFFERS AND COSTS THAT PROFESSIONAL OF RECORD INCURS AS A RESULT OF SAID FAILURE.
31. THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN AN ON-SITE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) IN COMPLIANCE WITH THE ENVIRONMENTAL PROTECTION AGENCY (EPA) REQUIREMENTS (LOCAL GOVERNING AGENCY FOR SITES WHERE ONE (1) ACRE OR MORE IS DISTURBED BY CONSTRUCTION ACTIVITIES (UNLESS THE LOCAL JURISDICTION REQUIRES A DIFFERENT THRESHOLD). THE CONTRACTOR MUST ENSURE THAT ALL ACTIVITIES, INCLUDING THOSE OF ALL SUBCONTRACTORS, ARE IN COMPLIANCE WITH THE SWPPP. INCLUDING BUT NOT LIMITED TO LOGGING ACTIVITIES (MINIMUM ONCE PER WEEK AND AFTER RAINFALL EVENTS) AND CORRECTIVE MEASURES, AS APPROPRIATE AND FURTHER, THE CONTRACTOR IS SOLELY AND COMPLETELY RESPONSIBLE FOR FAILING TO DO SO.
32. AS CONTAINED IN THESE DRAWINGS AND ASSOCIATED DOCUMENTS PREPARED BY THE PROFESSIONAL OF RECORD AND BOHLER, THE USE OF THE WORDS 'CERTIFY' OR 'CERTIFICATION' CONSTITUTE(S) AN EXPRESSION ONLY OF PROFESSIONAL OPINION REGARDING THE INFORMATION WHICH IS THE SUBJECT OF THE PROFESSIONAL OF RECORD'S AND BOHLER KNOWLEDGE OR BELIEF AND IN ACCORDANCE WITH COMMON AND ACCEPTED PROCEDURE CONSISTENT WITH THE APPLICABLE STANDARDS OF PRACTICE, AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE OF ANY NATURE OR TYPE, EITHER EXPRESSED OR IMPLIED, UNDER ANY CIRCUMSTANCES.

DEMOLITION NOTES

(Rev. 1/2023)

1. THE GENERAL NOTES MUST BE INCLUDED AS PART OF THIS ENTIRE DOCUMENT PACKAGE AND ARE PART OF THE CONTRACT DOCUMENTS. THE GENERAL NOTES ARE REFERENCED HEREIN, AND THE CONTRACTOR MUST REFER TO THEM AND FULLY COMPLY WITH THESE NOTES, IN THEIR ENTIRETY. THE CONTRACTOR MUST BE FAMILIAR WITH AND ACKNOWLEDGE FAMILIARITY WITH ALL OF THE GENERAL NOTES AND ALL OF THE PLANS' SPECIFIC NOTES.
2. THE CONTRACTOR MUST CONDUCT DEMOLITION/REMOVALS ACTIVITIES IN SUCH A MANNER AS TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, SIDEWALKS, WALKWAYS, AND ALL OTHER ADJACENT FACILITIES. THE CONTRACTOR MUST OBTAIN ALL APPLICABLE PERMITS FROM THE APPROPRIATE GOVERNMENTAL AUTHORITY(IES) PRIOR TO THE COMMENCEMENT OF ANY DEMOLITION OR DEMOLITION ACTIVITIES IN OR ADJACENT TO THE RIGHT-OF-WAY.
3. WHEN DEMOLITION-RELATED ACTIVITIES IMPACT ROADWAYS AND/OR ROADWAY RIGHT-OF-WAY, THE CONTRACTOR MUST PROVIDE TRAFFIC CONTROL AND GENERALLY ACCEPTED SAFE PRACTICES IN CONFORMANCE WITH THE CURRENT FEDERAL HIGHWAY ADMINISTRATION MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), AND THE FEDERAL, STATE, AND LOCAL REGULATIONS.
4. THE DEMOLITION (AND/OR REMOVALS) PLAN IS INTENDED TO PROVIDE GENERAL INFORMATION AND TO IDENTIFY ONLY CONDITIONS REGARDING ITEMS TO BE DEMOLISHED, REMOVED, AND/OR TO REMAIN.
   A. THE CONTRACTOR MUST ALSO REVIEW ALL CONSTRUCTION DOCUMENTS AND INCLUDE WITHIN THE DEMOLITION ACTIVITIES ALL INCIDENTAL WORK NECESSARY FOR THE COMPLETION OF THE PROJECT AS SHOWN ON THE PLANS.
   B. THIS PLAN IS NOT INTENDED TO AND DOES NOT PROVIDE DIRECTION REGARDING THE MEANS, METHODS, SEQUENCING, TECHNIQUES AND PROCEDURES TO BE EMPLOYED TO ACCOMPLISH THE WORK. ALL MEANS, METHODS, SEQUENCING, TECHNIQUES AND PROCEDURES TO BE EMPLOYED TO ACCOMPLISH THE WORK SHALL COMPLY WITH ALL STATE, FEDERAL, LOCAL, AND JURISDICTIONAL REQUIREMENTS. THE CONTRACTOR MUST COMPLY WITH ALL OSHA AND OTHER SAFETY PRECAUTIONS NECESSARY TO PROVIDE A SAFE WORK SITE FOR THE CONTRACTOR AND THE PUBLIC.
5. THE CONTRACTOR MUST PROVIDE ALL "METHODS AND MEANS" NECESSARY TO PREVENT MOVEMENT, SETTLEMENT, OR COLLAPSE OF EXISTING STRUCTURES, AND ANY OTHER IMPROVEMENTS THAT ARE REMAINING ON OR OFF SITE. THE CONTRACTOR, AT THE CONTRACTOR'S SOLE COST, MUST REPAIR ALL DAMAGE TO ALL ITEMS AND FEATURES THAT ARE TO REMAIN. CONTRACTOR MUST USE NEW MATERIAL FOR ALL REPAIRS. CONTRACTOR'S REPAIRS MUST INCLUDE THE RESTORATION OF ALL ITEMS AND FEATURES DISTURBED PRIOR TO PRE-DEMOLITION CONDITION, OR BETTER. CONTRACTOR MUST PERFORM ALL REPAIRS AT THE CONTRACTOR'S SOLE EXPENSE.
6. THE PROFESSIONAL OF RECORD AND BOHLER ARE NOT RESPONSIBLE FOR JOB SITE SAFETY OR SUPERVISION. THE CONTRACTOR MUST PROCEED WITH THE DEMOLITION IN A SYSTEMATIC AND SAFE MANNER IN COMPLIANCE WITH ALL OSHA REQUIREMENTS, TO ENSURE PUBLIC AND CONTRACTOR SAFETY AND SAFETY TO ALL PROPERTY ON THE SITE OR ADJACENT OR TO THE SAME.
7. THE CONTRACTOR IS RESPONSIBLE FOR JOB SITE SAFETY, WHICH MUST INCLUDE, BUT IS NOT LIMITED TO, THE INSTALLATION AND MAINTENANCE OF BARRIERS, FENCING, OTHER APPROPRIATE AND/OR NECESSARY SAFETY FEATURES AND ITEMS NECESSARY TO PROTECT THE PUBLIC, AND ANY OTHER PERSONS ENTERING THE DEMOLITION AND CONSTRUCTION ACTIVITIES. THE CONTRACTOR MUST SAFEGUARD THE SITE AS NECESSARY TO PERFORM THE DEMOLITION IN SUCH A MANNER AS TO PREVENT THE ENTRY OF UNAUTHORIZED PERSONS AT ANY TIME DURING THE DEMOLITION AREA.
8. PRIOR TO THE COMMENCEMENT OF ANY SITE ACTIVITY AND ANY DEMOLITION ACTIVITY, THE CONTRACTOR MUST, IN WRITING, RAISE ANY QUESTIONS CONCERNING THE ACCURACY OR INTENT OF THESE PLANS AND/OR SPECIFICATIONS, ALL CONCERNS OR QUESTIONS REGARDING THE APPLICABLE SAFETY PRECAUTIONS REQUIRED BY ANY REGULATORY AGENCIES AND/OR THIRD PARTIES IN PERFORMING THE WORK ON THIS PROJECT. ANY SUCH CONCERNS MUST BE CONVEYED TO THE PROFESSIONAL OF RECORD AND BOHLER, IN WRITING, PRIOR TO PERFORMING ANY WORK ON SITE AND ITEMS REFERENCED IN THIS NOTE TO THE PROFESSIONAL OF RECORD AND BOHLER, IN WRITING. ALL DEMOLITION ACTIVITIES MUST BE PERFORMED IN ACCORDANCE WITH THE REQUIREMENTS OF THESE PLANS AND SPECIFICATIONS AND ALL APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, RULES, REQUIREMENTS, STATUTES, LAWS, ORDINANCES AND CODES.
9. THE CONTRACTOR MUST BECOME FAMILIAR WITH THE APPLICABLE UTILITY SERVICE PROVIDER REQUIREMENTS AND IS RESPONSIBLE FOR ALL COORDINATION WITH THE APPLICABLE JURISDICTION AND REGULATORY AGENCIES AND ALL UTILITY COMPANIES FOR THE PROJECT. THE CONTRACTOR MUST PROVIDE THE OWNER WITH WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED, REMOVED AND/OR ABANDONED IN ACCORDANCE WITH THE JURISDICTION AND UTILITY COMPANY REQUIREMENTS AND APPLICABLE FEDERAL, STATE AND LOCAL REGULATIONS, PRIOR TO DEMOLITION.
10. PRIOR TO COMMENCING ANY DEMOLITION, THE CONTRACTOR MUST:
    A. OBTAIN ALL REQUIRED PERMITS AND APPROVALS FROM THE JURISDICTION AND/OR SITE FOR REVIEW BY THE PROFESSIONAL OF RECORD AND ALL PUBLIC AGENCIES WITH JURISDICTION THROUGHOUT THE DURATION OF THE PROJECT, SITE WORK, AND DEMOLITION WORK.
    B. NOTIFY, AT A MINIMUM, THE MUNICIPAL ENGINEER, DESIGN ENGINEER, AND LOCAL SOIL CONSERVATION JURISDICTION, AT LEAST 72 BUSINESS HOURS PRIOR TO THE COMMENCEMENT OF WORK.
    C. INSTALL THE REQUIRED SOIL EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO SITE DISTURBANCE, AND MAINTAIN SAID CONTROLS UNTIL SITE IS STABILIZED.
    D. IN ACCORDANCE WITH STATE LAW, THE CONTRACTOR MUST CALL THE STATE ONE-CALL DAMAGE PROTECTION SYSTEM FOR UTILITY MARK OUT, IN ADVANCE OF EXCAVATION.
    E. LOCATE AND PROTECT ALL UTILITIES AND SERVICES, INCLUDING BUT NOT LIMITED TO GAS, WATER, ELECTRIC, SANITARY AND STORM SEWER, TELEPHONE, CABLE, FIBER OPTIC CABLE, ETC. WITHIN AND ADJACENT TO THE LIMITS OF PROJECT ACTIVITIES. THE CONTRACTOR MUST CONTACT ALL UTILITY COMPANIES FOR SAME IN THE AREA OF WORK AND PERFORM ITS OWN UTILITY NOTIFICATION SYSTEM TO LOCATE ALL UNDERGROUND UTILITIES.
    F. PROTECT AND MAINTAIN IN OPERATION ALL ACTIVE UTILITIES AND SYSTEMS THAT ARE NOT BEING REMOVED DURING ANY DEMOLITION ACTIVITIES.
    G. ARRANGE FOR AND COORDINATE WITH THE APPLICABLE UTILITY SERVICE PROVIDER(S) FOR THE TEMPORARY OR PERMANENT TERMINATION RECORDS TO DEMONSTRATE PROPER AND FULLY COMPLIANT DISPOSAL ACTIVITIES, TO BE PROMPTLY PROVIDED TO THE OWNER UPON REQUEST.
    H. ARRANGE FOR AND COORDINATE WITH THE APPLICABLE UTILITY SERVICE PROVIDER(S) REGARDING WORKING "OFF-PEAK" HOURS OR ON WEEKENDS AS NECESSARY OR AS REQUIRED TO MINIMIZE THE IMPACT ON, OF, AND TO THE STREET AND/OR SIDEWALK INFRASTRUCTURE. SERVICE REQUIRED BY THE PROJECT PLANS AND SPECIFICATIONS REGARDING THE METHODS AND MEANS TO CONSTRUCT SAME. THESE ARE NOT THE PROFESSIONAL OF RECORD'S OR BOHLER RESPONSIBILITY. IN THE EVENT OF ABANDONMENT, THE CONTRACTOR MUST PROVIDE WRITTEN NOTIFICATION OF SAME WITH IMMEDIATE WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTIONAL AND UTILITY COMPANY REQUIREMENTS.
    I. ARRANGE FOR AND COORDINATE WITH THE APPLICABLE UTILITY SERVICE PROVIDER(S) REGARDING WORKING "OFF-PEAK" HOURS OR ON WEEKENDS AS NECESSARY OR AS REQUIRED TO MINIMIZE THE IMPACT ON, OF, AND TO THE STREET AND/OR SIDEWALK INFRASTRUCTURE. SERVICE REQUIRED BY THE PROJECT PLANS AND SPECIFICATIONS REGARDING THE METHODS AND MEANS TO CONSTRUCT SAME. THESE ARE NOT THE PROFESSIONAL OF RECORD'S OR BOHLER RESPONSIBILITY. IN THE EVENT OF ABANDONMENT, THE CONTRACTOR MUST PROVIDE WRITTEN NOTIFICATION OF SAME WITH IMMEDIATE WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTIONAL AND UTILITY COMPANY REQUIREMENTS.
    J. IN THE EVENT THE CONTRACTOR DISCOVERS ANY HAZARDOUS MATERIAL, THE REMOVAL OF WHICH IS NOT ADDRESSED IN THE PROJECT PLANS AND SPECIFICATIONS OR THE CONTRACT WITH THE OWNER/DEVELOPER, THE CONTRACTOR MUST IMMEDIATELY CEASE ALL WORK IN THE AFFECTED AREA AND PROVIDE WRITTEN NOTIFICATION TO THE PROFESSIONAL OF RECORD AND BOHLER. THE DISCOVERY OF SUCH MATERIALS TO PURSUE PROPER AND COMPLIANT REMEDIATION OF SAME.
11. THE CONTRACTOR MUST NOT PERFORM ANY EARTH MOVEMENT ACTIVITIES, DEMOLITION OR REMOVAL OF FOUNDATION WALLS, FOOTINGS, OR OTHER MATERIALS WITHIN THE LIMITS OF DISTURBANCE, UNLESS SAME IS IN STRICT ACCORDANCE AND CONFORMANCE WITH THE PROJECT PLANS AND SPECIFICATIONS OR PURSUANT TO THE WRITTEN DIRECTION OF THE OWNER'S STRUCTURAL OR GEOTECHNICAL ENGINEER.
12. DEMOLITION ACTIVITIES AND EQUIPMENT MUST NOT USE OR INCLUDE AREAS OUTSIDE THE DEFINED PROJECT LIMIT LINE, WITHOUT SPECIFIC WRITTEN PERMISSION AND AUTHORITY OF AND FROM THE OWNER AND ALL GOVERNMENTAL AGENCIES WITH JURISDICTION.
13. THE CONTRACTOR MUST BACKFILL ALL EXCAVATION RESULTING FROM, OR INCIDENTAL TO, DEMOLITION ACTIVITIES. BACKFILL MUST BE ACCOMPLISHED WITH APPROVED BACKFILL MATERIALS AND MUST BE SUFFICIENTLY COMPACTED TO SUPPORT ALL NEW IMPROVEMENTS AND MUST BE IN ACCORDANCE WITH THE RECOMMENDATIONS AND GUIDANCE ARTICULATED IN THE GEOTECHNICAL REPORT. BACKFILLING MUST OCCUR IMMEDIATELY AFTER DEMOLITION ACTIVITIES AND MUST BE PERFORMED SO AS TO PREVENT WATER ENTERING THE EXCAVATION. FINISHED SURFACES MUST BE GRADED TO PROMOTE POSITIVE DRAINAGE. THE CONTRACTOR IS RESPONSIBLE FOR COMPACTION TESTING AND MUST SUBMIT SUCH REPORTS AND RESULTS TO THE PROFESSIONAL OF RECORD AND THE OWNER.
14. EXPLOSIVES MUST NOT BE USED WITHOUT PRIOR WRITTEN CONSENT FROM BOTH THE OWNER AND ALL APPLICABLE, NECESSARY AND REQUIRED GOVERNMENTAL AUTHORITIES. PRIOR TO COMMENCING ANY EXPLOSIVE PROGRAM AND/OR ANY DEMOLITION ACTIVITIES, THE CONTRACTOR MUST ENSURE AND OVERSEE THE INSTALLATION OF ALL OF THE REQUIRED PERMIT AND EXPLOSIVE CONTROL MEASURES THAT THE FEDERAL, STATE, AND LOCAL GOVERNMENTS REQUIRE. THE CONTRACTOR IS ALSO RESPONSIBLE TO CONDUCT AND PERFORM ALL INSPECTIONS, SEISMIC VIBRATION TESTING THAT IS REQUIRED TO MONITOR THE EFFECTS ON ALL LOCAL STRUCTURES AND THE LIKE.
15. IN ACCORDANCE WITH FEDERAL, STATE, AND/OR LOCAL STANDARDS, THE CONTRACTOR MUST USE DUST CONTROL MEASURES TO LIMIT AIRBORNE DUST AND DIRT RISING AND SCATTERING IN THE AIR. AFTER THE DEMOLITION IS COMPLETE, THE CONTRACTOR MUST CLEAN ALL ADJACENT STRUCTURES AND IMPROVEMENTS TO REMOVE ALL DUST AND DEBRIS WHICH THE DEMOLITION OPERATIONS CAUSE. THE CONTRACTOR IS RESPONSIBLE FOR RETURNING ALL ADJACENT AREAS TO THEIR "PRE-DEMOLITION' CONDITION AT CONTRACTOR'S SOLE COST.
16. PAVEMENT MUST BE SAW CUT IN STRAIGHT LINES ALL DEBRIS FROM REMOVAL OPERATIONS MUST BE REMOVED FROM THE SITE AT THE TIME OF EXCAVATION. STOCKPILING OF DEBRIS OUTSIDE OF APPROVED AREAS WILL NOT BE PERMITTED, INCLUDING BUT NOT LIMITED TO, THE PUBLIC RIGHT-OF-WAY.
17. THE CONTRACTOR MUST MAINTAIN A RECORD SET OF PLANS WHICH INDICATES THE LOCATION OF EXISTING UTILITIES THAT ARE CAPPED, ABANDONED IN PLACE, OR RELOCATED DUE TO DEMOLITION ACTIVITIES. THIS RECORD DOCUMENT MUST BE PREPARED IN A NEAT AND WORKMAN-LIKE MANNER AND TURNED OVER TO THE OWNER/DEVELOPER UPON COMPLETION OF THE WORK, ALL OF WHICH IS AT THE CONTRACTOR'S SOLE COST.
18. THE CONTRACTOR MUST EMPTY, CLEAN AND REMOVE FROM THE SITE ALL UNDERGROUND STORAGE TANKS, IF ENCOUNTERED, IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. PRIOR TO ANY DEMOLITION OR CONSTRUCTION IN THE AREA AROUND THE TANK WHICH EMPTYING, CLEANING AND REMOVAL ARE AT THE CONTRACTOR'S SOLE COST.

SITE LAYOUT NOTES

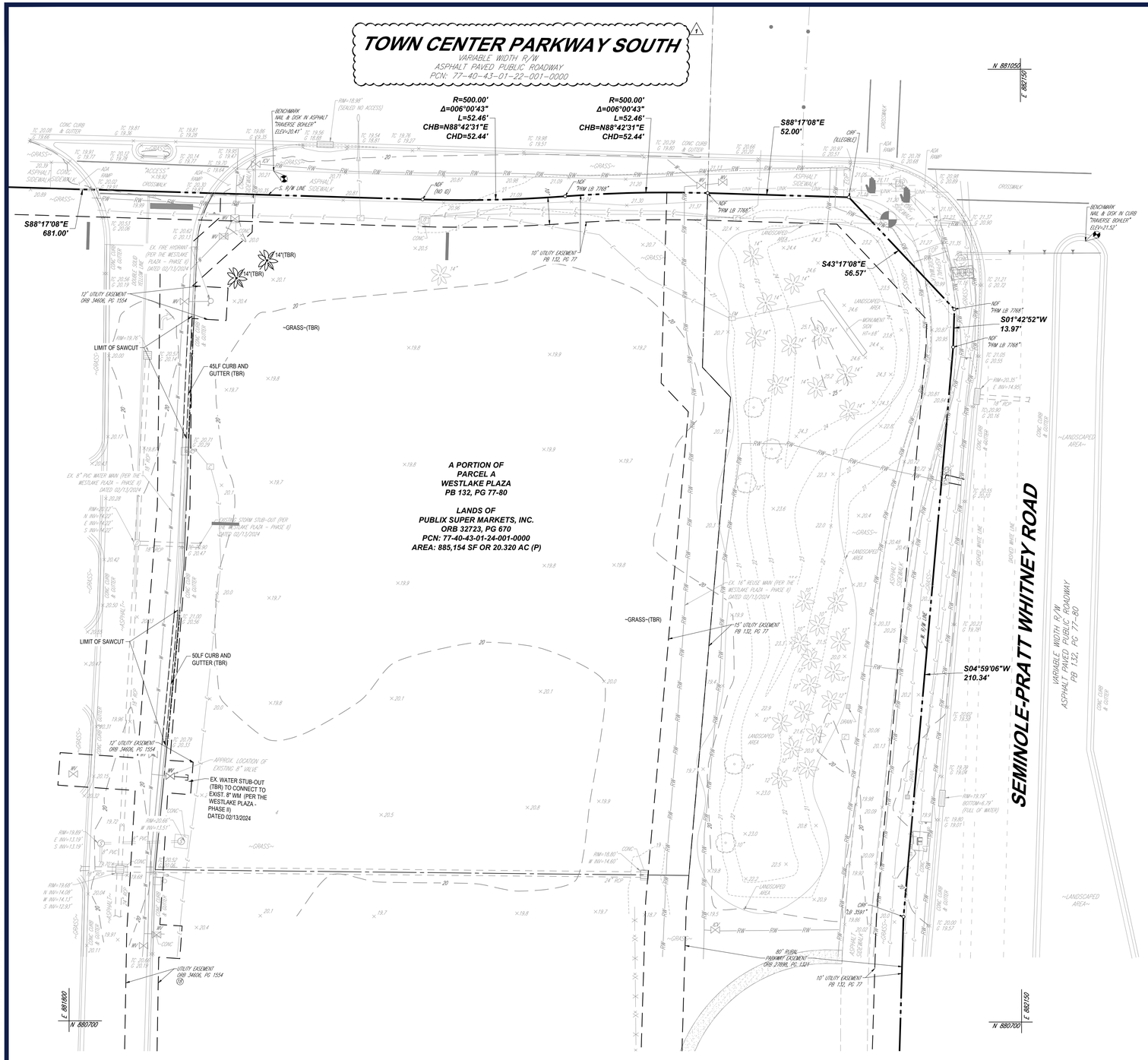
(Rev. 1/2020)

1. THE GENERAL NOTES MUST BE INCLUDED AS PART OF THIS ENTIRE DOCUMENT PACKAGE AND ARE PART OF THE CONTRACT DOCUMENTS. THE GENERAL NOTES ARE REFERENCED HEREIN, AND THE CONTRACTOR MUST REFER TO THEM AND FULLY COMPLY WITH THESE NOTES, IN THEIR ENTIRETY. THE CONTRACTOR MUST BE FAMILIAR WITH AND ACKNOWLEDGE FAMILIARITY WITH ALL OF THE GENERAL NOTES AND ALL OF THE PLANS' SPECIFIC NOTES.
2. PRIOR TO THE COMMENCEMENT OF GENERAL CONSTRUCTION, THE CONTRACTOR MUST INSTALL SOIL EROSION CONTROL AND ANY STORMWATER POLLUTION PREVENTION PLAN MEASURES NECESSARY, AS INDICATED ON THE APPROVED SOIL EROSION AND SEDIMENT CONTROL PLAN AND IN ACCORDANCE WITH APPLICABLE AND/OR APPROPRIATE AGENCIES' GUIDELINES TO PREVENT SEDIMENT AND/OR LOOSE DEBRIS FROM WASHING ONTO ADJACENT PROPERTIES OR THE RIGHT OF WAY.
3. ALL DIRECTIONAL/TRAFFIC SIGNING AND PAVEMENT STRIPING MUST CONFORM TO THE LATEST STANDARDS OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND ANY APPLICABLE STATE OR LOCALLY APPROVED SUPPLEMENTS, GUIDELINES, RULES, REGULATIONS, STANDARDS AND THE LIKE.
4. THE LOCATIONS OF PROPOSED UTILITY POLES AND TRAFFIC SIGNS SHOWN ON THE PLANS ARE SCHEMATIC AND PRELIMINARY. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR FIELD-VERIFYING THEIR LOCATION. THE CONTRACTOR MUST COORDINATE THE RELOCATION OF TRAFFIC SIGNS WITH THE ENTITY WITH JURISDICTION OVER THE PROJECT.
5. ALL DIMENSIONS SHOWN ARE TO BOTTOM FACE OF CURB, EDGE OF PAVEMENT, OR EDGE OF BUILDING, EXCEPT WHEN DIMENSION IS TO A PROPERTY LINE, STAKE OUT OF LOCATIONS OF INLETS, LIGHT POLES, ETC. MUST BE PERFORMED IN STRICT ACCORDANCE WITH THE DETAILS, UNLESS NOTED CLEARLY OTHERWISE.

GRADING NOTES

(Rev. 1/2023)

1. THE GENERAL NOTES MUST BE INCLUDED AS PART OF THIS ENTIRE DOCUMENT PACKAGE AND ARE PART OF THE CONTRACT DOCUMENTS. THE GENERAL NOTES ARE REFERENCED HEREIN, AND THE CONTRACTOR MUST REFER TO THEM AND FULLY COMPLY WITH THESE NOTES, IN THEIR ENTIRETY. THE CONTRACTOR MUST BE FAMILIAR WITH AND ACKNOWLEDGE FAMILIARITY WITH ALL OF THE GENERAL NOTES AND ALL OF THE PLANS' SPECIFIC NOTES.
2. SITE GRADING MUST BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AND THE RECOMMENDATIONS SET FORTH IN THE GEOTECHNICAL REPORT AS REFERENCED IN THIS PLAN SET. IF NO GEOTECHNICAL REPORT HAS BEEN REFERENCED, THE CONTRACTOR MUST HAVE A GEOTECHNICAL EN



LEGEND

EXISTING CONDITIONS / DEMOLITION PLAN

ONSITE PROPERTY LINE / R.O.W. LINE	
LEASE PROPERTY LINE	
EX. EASEMENT	
EX. ROADWAY C/L	
EX. OVERHEAD ELECTRIC	OH OH OH
EX. STORM SEWER	
EX. SANITARY LINE	S S S
EX. WATER LINE	W W W
EX. RECLAIM WATER LINE	RW RW RW
EX. FENCE	X X X
EX. SPOT ELEVATION	E 516.4 OR 516.4
EX. TREE	14" PINE
TO BE REMOVED/ TO BE RELOCATED	(TBR)(TBRL)
EX. TREE TO BE REMOVED	14" PINE

DEMOLITION NOTES

1. BOHLER ENGINEERING FL, LLC IS NOT RESPONSIBLE FOR JOB SITE SAFETY OR SUPERVISION. CONTRACTOR IS TO PROCEED WITH THE DEMOLITION IN A SYSTEMATIC AND SAFE MANNER, FOLLOWING ALL THE OSHA REQUIREMENTS, TO ENSURE PUBLIC AND CONTRACTOR SAFETY.
2. ALL DEMOLITION ACTIVITIES ARE TO BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AS WELL AS ALL FEDERAL, STATE, AND LOCAL REGULATIONS. ANY DISCREPANCIES OR DEVIATIONS SHALL BE IDENTIFIED BY THE CONTRACTOR TO BOHLER FL, LLC IN WRITING FOR RESOLUTION PRIOR TO INITIATION OF SITE ACTIVITY.
3. PRIOR TO STARTING ANY DEMOLITION CONTRACTOR IS RESPONSIBLE FOR/TO:
   A. THE CONTRACTOR SHALL OBTAIN A SUNSHINE STATE ONE CALL LOCATION CERTIFICATION PRIOR TO ANY EXCAVATION OR DEMOLITION. THE NUMBER IS 1-800-432-4770.
   B. ENSURING COPIES OF ALL PERMITS AND APPROVALS MUST BE MAINTAINED ON SITE AND AVAILABLE FOR REVIEW.
   C. INSTALLING THE REQUIRED SOIL EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO SITE DISTURBANCE.
   D. LOCATE/CAP ALL UTILITIES AND SERVICES, INCLUDING BUT NOT LIMITED TO GAS, WATER, ELECTRIC, SANITARY AND STORM SEWER, TELEPHONE, CABLE, FIBER OPTIC CABLE, ETC. WITHIN THE LIMITS OF DISTURBANCE.
   E. PROTECTING AND MAINTAINING IN OPERATION, ALL ACTIVE SYSTEMS THAT ARE NOT BEING REMOVED DURING ALL DEMOLITION ACTIVITIES.
   F. FAMILIARIZING THEMSELVES WITH THE APPLICABLE UTILITY SERVICE PROVIDER AND BEING RESPONSIBLE FOR ALL COORDINATION REGARDING UTILITY DEMOLITION REQUIRED FOR THE PROJECT. THE CONTRACTOR SHALL PROVIDE THE OWNER WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTION AND UTILITY COMPANY REQUIREMENTS.
   G. COORDINATION WITH UTILITY COMPANIES REGARDING WORKING "OFF-PEAK" HOURS OR ON WEEKENDS AS MAY BE REQUIRED TO MINIMIZE THE IMPACT ON THE AFFECTED PARTIES.
   H. A COMPLETE INSPECTION OF CONTAMINANTS BY A LICENSED ENVIRONMENTAL TESTING AGENCY, OF ALL BUILDINGS AND/OR STRUCTURES TO BE REMOVED. SAME SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL ENVIRONMENTAL REGULATIONS. ANY/ALL CONTAMINANTS SHALL BE REMOVED AND DISPOSED OF BY A FEDERALLY LICENSED CONTRACTOR IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. ALL ENVIRONMENTAL WORK INCLUDING HAZARDOUS MATERIAL, SOILS, ASBESTOS, OR OTHER REFERENCED OR IMPLIED HEREIN IS THE SOLE RESPONSIBILITY OF THE OWNER'S ENVIRONMENTAL CONSULTANT.
4. THE CONTRACTOR SHALL PROVIDE ALL THE "MEANS AND METHODS" NECESSARY TO PREVENT MOVEMENT, SETTLEMENT, OR COLLAPSE OF EXISTING STRUCTURES, AND ANY OTHER IMPROVEMENTS THAT ARE REMAINING ON OR OFF SITE. THE DEMOLITION CONTRACTOR IS RESPONSIBLE FOR ALL REPAIRS OF DAMAGE TO ALL ITEMS THAT ARE TO REMAIN AS A RESULT OF HIS ACTIVITIES. ALL REPAIRS SHALL USE NEW MATERIAL. THE REPAIRS SHALL RESTORE THE ITEM TO THE PRE-DEMOLITION CONDITION.
5. IN THE ABSENCE OF SPECIFICATIONS, THE CONTRACTOR SHALL PERFORM EARTH MOVEMENT ACTIVITIES, DEMOLITION AND REMOVAL OF ALL FOUNDATION WALLS, FOOTINGS, AND OTHER MATERIALS WITHIN THE LIMITS OF DISTURBANCE IN ACCORDANCE WITH DIRECTION BY OWNER'S STRUCTURAL OR GEOTECHNICAL ENGINEER.
6. EXPLOSIVES SHALL NOT BE USED WITHOUT PRIOR WRITTEN CONSENT OF BOTH THE OWNER AND APPLICABLE GOVERNMENTAL AUTHORITIES. ALL THE REQUIRED PERMITS AND EXPLOSIVE CONTROL MEASURES THAT ARE REQUIRED BY THE FEDERAL, STATE, AND LOCAL REGULATIONS SHALL BE IN PLACE PRIOR TO STARTING AN EXPLOSIVE PROGRAM. THE CONTRACTOR IS ALSO RESPONSIBLE FOR ALL INSPECTION AND SEISMIC VIBRATION TESTING THAT IS REQUIRED TO MONITOR THE EFFECTS ON ALL LOCAL STRUCTURES.
7. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL AND GENERALLY ACCEPTED SAFE PRACTICES IN CONFORMANCE WITH: THE "MANUAL ON UNIFORM TRAFFIC CONTROL" AS WELL AS FEDERAL, STATE, AND LOCAL REGULATIONS WHEN DEMOLITION RELATED ACTIVITIES IMPACT ROADWAYS OR ROADWAY RIGHT - OF - WAY.
8. CONDUCT DEMOLITION ACTIVITIES IN SUCH A MANNER TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, SIDEWALKS, WALKWAYS, AND OTHER ADJACENT FACILITIES. STREET CLOSURE PERMITS MUST BE RECEIVED FROM THE APPROPRIATE GOVERNMENTAL AUTHORITY.
9. DEMOLITION ACTIVITIES AND EQUIPMENT SHALL NOT USE AREAS OUTSIDE THE DEFINED PROPERTY LINE WITHOUT WRITTEN PERMISSION OF THE OWNER, AND/OR APPROPRIATE GOVERNMENT AGENCY.
10. USE DUST CONTROL MEASURES TO LIMIT AIRBORNE DUST AND DIRT RISING AND SCATTERING IN THE AIR IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. AFTER THE DEMOLITION IS COMPLETE, ADJACENT STRUCTURES AND IMPROVEMENTS SHALL BE CLEANED OF ALL DUST AND DEBRIS CAUSED BY THE DEMOLITION OPERATIONS. THE CONTRACTOR IS RESPONSIBLE FOR RETURNING ALL ADJACENT AREAS TO THEIR "PRE-DEMOLITION" CONDITION.
11. CONTRACTOR IS RESPONSIBLE TO SAFEGUARD SITE AS NECESSARY TO PERFORM THE DEMOLITION IN SUCH A MANNER AS TO PREVENT THE ENTRY OF UNAUTHORIZED PERSONS AT ANY TIME.
12. THIS DEMOLITION PLAN IS INTENDED TO IDENTIFY THOSE EXISTING ITEMS/CONDITIONS WHICH ARE TO BE REMOVED. IT IS NOT INTENDED TO PROVIDE DIRECTION OTHER THAN THAT ALL METHODS AND MEANS ARE TO BE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL OSHA AND OTHER SAFETY PRECAUTIONS NECESSARY TO PROVIDE A SAFE WORK SITE.
13. DEBRIS SHALL NOT BE BURIED ON THE SUBJECT SITE. ALL DEMOLITION WASTES AND DEBRIS (SOLID WASTE) SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS AND APPLICABLE CODES.
14. CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL EXISTING SITE IMPROVEMENTS AND UTILITIES. ALL DISCREPANCIES SHALL BE IDENTIFIED TO THE ENGINEER IN WRITING.
15. ALL EXISTING UTILITIES BEING REMOVED SHALL BE DONE SO BY THE CONTRACTOR IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
16. THERE ARE NO KNOWN WATER COURSES, WATER BODIES, FLOODPLAINS, XERIC UPLANDS, WETLANDS, CUTTHROAT GRASS SEEPS, HISTORICAL, AND ARCHAEOLOGICAL RESOURCES, OR CONES OF INFLUENCE FOR POTABLE WELLS, AQUIFER RECHARGE AREAS, SOIL TYPES, AND VEGETATIVE COVER LOCATED WITHIN PROJECT LIMITS.

DATUM NOTE

ELEVATIONS ARE BASED ON NAVD88 DATUM DETERMINED BY GPS OBSERVATIONS AND TIED IN TO THE NGS NO. DI8238 WITH A PUBLISHED ELEVATION OF 21.01 FEET.

FEMA NOTE

THE PROPERTY IS LOCATED IN OTHER AREAS ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AND SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD ZONE AE (BASE FLOOD ELEVATIONS DETERMINED) PER MAP ENTITLED "FIRM FLOOD INSURANCE RATE MAP, PALM BEACH COUNTY, FLORIDA AND INCORPORATED AREAS, PANEL 345 OF 1200", MAP NUMBER 12099C0345F, WITH A MAP EFFECTIVE DATE OF OCTOBER 5, 2017.

THIS PLAN TO BE UTILIZED FOR DEMOLITION PURPOSES ONLY

20 10 5 0 20

SCALE: 1" = 20'

BOHLER™

SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
LAND PLANNING SERVICES
PERMITTING SERVICES
TRANSPORTATION SERVICES

THE INFORMATION, DESIGN AND CONTENT OF THIS PLAN IS PROPRIETARY AND SHALL NOT BE DISCLOSED OR USED FOR ANY PURPOSE, WITHOUT THE EXPRESS AUTHORIZATION FROM BOHLER, ONLY APPROVED, SEALED AND DATED PLANS SHALL BE UTILIZED FOR CONSTRUCTION PURPOSES.

REVISIONS

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1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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PROJECT No.:	FLA230191.00-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM ~
DATE:	10/23/2025
CAD I.D.:	P-CIVIL-EXST

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER™

600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101

FLORIDA BUSINESS CERT. OF AUTH. No. 30780

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

SHEET TITLE:

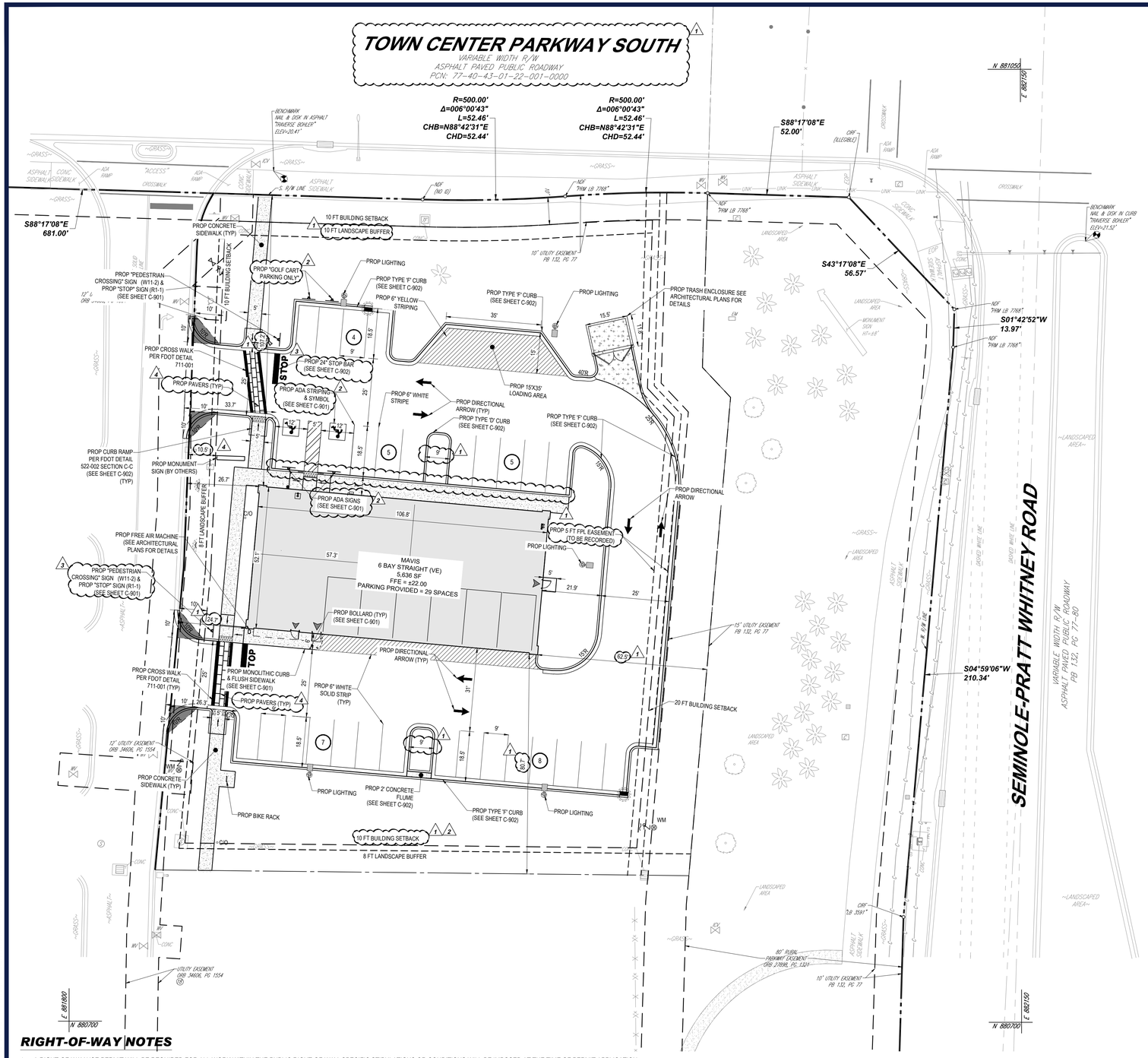
EXISTING CONDITIONS/ DEMOLITION PLAN

SHEET NUMBER:

C-201

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV. 0\AP-CIVIL-EXST-FLA230191.00-0A-----LAYOUT C-201 EXDM
KO



RIGHT-OF-WAY NOTES

1. A RIGHT-OF-WAY USE PERMIT WILL BE REQUIRED FOR ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY. SPECIFIC STIPULATIONS OR CONDITIONS WILL BE IMPOSED AT THE TIME OF PERMIT APPLICATION.
2. ALL AREAS WITHIN THE COUNTY OR F.D.O.T. RIGHT-OF-WAY DISTURBED THROUGH THE COURSE OF CONSTRUCTION WILL BE RE-GRADED AND SODDED.
3. IT SHALL BE THE DEVELOPER'S RESPONSIBILITY TO PROTECT ALL COUNTY OR F.D.O.T. OWNED AND/OR MAINTAINED INFRASTRUCTURE. ANY/ALL COSTS ASSOCIATED WITH ALTERATIONS, RELOCATIONS, OR REPAIRS MADE NECESSARY BY THIS DEVELOPMENT SHALL BE BORNE BY EITHER THE OWNER, DEVELOPER, AND/OR CONTRACTOR. SPLICES IN THE FIBER OPTIC CABLE, SIGNALIZATION OR ROADWAY LIGHTING CONDUCTORS, OR THE ADDITION OF ADDITIONAL PULL/JUNCTION BOXES WILL NOT BE PERMITTED. IN THE EVENT A CABLE IS CUT, DAMAGED, OR REQUIRES RELOCATION, THE CABLE(S) SHALL BE RESTORED BACK TO THE ORIGINAL CONFIGURATION. ORIGINAL CONFIGURATION IS DEFINED AS SYSTEM STATUS, LAYOUT, AND DESIGN PRIOR TO ANY WORK COMMENCING.
4. FOR UTILITIES TO BE RELOCATED BY THE UTILITY PROVIDER, CONTRACTOR SHALL COORDINATE DEMOLITION SCHEDULE WITH UTILITY PROVIDERS. DEMOLITION OF SIDEWALKS AND DRIVEWAYS SHALL OCCUR PRIOR TO UTILITY RELOCATIONS.

ADA ACCESSIBILITY NOTES

1. ALL HANDICAPPED PARKING SPACES AND ACCESS AISLES ADJACENT TO THE HANDICAP PARKING SPACES SHALL HAVE A MAXIMUM OF 2% SLOPE IN ALL DIRECTIONS (THIS INCLUDES RUNNING SLOPE AND CROSS SLOPE).
2. AN ACCESSIBLE ROUTE FROM THE PUBLIC STREET OR SIDEWALK TO PRIMARY BUILDING ENTRANCES MUST BE PROVIDED. THIS ACCESSIBLE ROUTE SHALL BE A MINIMUM OF 60" WIDE. THE RUNNING SLOPE OF AN ACCESSIBLE ROUTE SHALL NOT EXCEED 5% AND THE CROSS SLOPE SHALL NOT EXCEED 2%.
3. SLOPES EXCEEDING 5% BUT LESS THAN 8% WILL REQUIRE A RAMP AND MUST CONFORM TO THE REQUIREMENTS FOR RAMP DESIGN (HANDRAILS, CURBS, LANDINGS). NO RAMP SHALL EXCEED AN 8% RUNNING SLOPE OR 2% CROSS SLOPE.
4. IN THE CASE THAT A NEW SIDEWALK WILL BE CONSTRUCTED IN THE ROW OF A SITE, THE RUNNING SLOPE OF THE SIDEWALK SHALL NOT EXCEED 5% AND THE CROSS SLOPE SHALL NOT EXCEED 2%. THIS STANDARD APPLIES TO CROSS WALKS IN THE DRIVEWAY AS WELL AND WILL REQUIRE SPECIAL ATTENTION DURING STAKING TO MAKE SURE THE 2% CROSS SLOPE IS MET IN THE CROSS WALK.
5. IT WILL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR TO ENSURE THAT THE HANDICAP PARKING SPACES, ACCESSIBLE ROUTES, AND SIDEWALKS/CROSSWALKS ARE CONSTRUCTED TO MEET ADA REQUIREMENTS.
6. ANY REQUIREMENTS LISTED ABOVE THAT CAN NOT BE MET SHALL BE BROUGHT TO THE ENGINEER'S ATTENTION IMMEDIATELY. ANYTHING NOT BUILT TO THE ABOVE STANDARDS WILL REQUIRE REMOVAL AND REPLACEMENT OF THE NON COMPLIANT AREAS AT THE GENERAL CONTRACTORS COST.

LEGEND

SITE PLAN

EX PROPERTY LINE	
LEASE PROPERTY LINE	
EX ADJACENT PROPERTY LINE	
EX ROAD CENTERLINE	
PROP PROPERTY LINE	
PROP BUFFER	
PROP SETBACK	
PROP PARKING COUNT	X
PROP SIGN	
PROP BUILDING ENTRANCE	
PROP CONCRETE SIDEWALK	
PROP HEAVY DUTY CONCRETE	
PROP PAVERS	

ZONING TABLE

ZONE: MIXED-USE (MU)
USE: AUTO REPAIR
SECTION 01, TOWNSHIP 43 SOUTH, RANGE 40 EAST

APPLICANT / OWNER INFORMATION

APPLICANT:	MAVIS SOUTHEAST, LLC 100 HILLSIDE AVENUE, WHITE PLAINS, NY 10603

PARCEL INFORMATION

PARCEL NUMBER:	77-40-43-01-24-001-0000
SITE ADDRESS:	16775 PERSIMMON BLVD WESTLAKE,FL 33470
JURISDICTION:	CITY OF WESTLAKE
FUTURE LAND USE:	DOWNTOWN MIXED USE
EXISTING LAND USE:	VACANT
PROPOSED LAND USE:	COMMERCIAL - AUTO REPAIR
FEMA ZONE:	ZONE X & ZONE AE

BULK REQUIREMENTS

ITEM	REQUIRED	PROPOSED
MIN. STRUCTURE SETBACKS		
FRONT	20FT	62.5FT
SIDE	INTERIOR SIDE:10 FT STREET SIDE: 20FT	INTERIOR SIDE: 80.7FT STREET SIDE: 107.2FT
REAR	10FT	24.7FT
MIN. LANDSCAPE SETBACKS		
FRONT	0FT	0FT
SIDE	INTERIOR SIDE:8 FT STREET SIDE: 10 FT	INTERIOR SIDE:8 FT STREET SIDE: 10 FT
REAR	8FT	8FT
PERMITTED HEIGHT	65FT	34FT 4IN
MAX. IMPERVIOUS SURFACE AREA RATIO (ISR)	75%	52%
ACCESS DRIVEWAY WIDTH	25FT	25FT

AREA CALCULATIONS

TOTAL PROJECT AREA	1.11 AC (48,352 SF)
EXISTING GREEN SPACE	1.11 AC (48,352 SF)
EXISTING POND AREA	0.00 AC (0 SF)
EXISTING TOTAL IMPERVIOUS AREA	0.00 AC (0 SF)
EXISTING BUILDING AREA	0.00 AC (0 SF)
EXISTING VUA AREA	0.00 AC (0 SF)
EXISTING IMPERVIOUS AREA	0.00 AC (0 SF)
PROPOSED GREEN SPACE	0.54 AC (23,505 SF)
PROPOSED POND AREA	0.00 AC (0 SF)
PROPOSED TOTAL IMPERVIOUS AREA	0.57 AC (24,847 SF)
PROPOSED BUILDING AREA	0.13 AC (5,636 SF)
PROPOSED VUA AREA	0.38 AC (16,597 SF)
PROPOSED OTHER IMPERVIOUS AREA	0.06 AC (2,614 SF)

PARKING CALCULATIONS

REGULAR PARKING SPACES PROVIDED	27 SPACES
TOTAL ADA SPACES PROVIDED	2 SPACES
TOTAL SPACES PROVIDED	29 SPACES
REQUIRED PARKING SPACES	1 SPACE PER 300 SF. PLUS 1 SPACE PER SERVICE BAY FOR REPAIR PLUS 1 SPACE PER 5,400 SF OF OUTDOOR STORAGE (25 PARKING SPACES)

SITE NOTES

1. THE PROPOSED ACTIVITIES SHALL COMPLY WITH CITY OF WESTLAKE DEVELOPMENT REGULATIONS (LATEST EDITION) INCLUDING THE TREE AND LANDSCAPE CODE, STORM WATER MANAGEMENT REGULATIONS, AND FIRE CODES AT THE TIME OF PERMITTING.
2. SIDEWALKS TO BE PROVIDED AND BUILT IN ACCORDANCE WITH F.D.O.T. AND CITY OF WESTLAKE LAND DEVELOPMENT REGULATIONS (LATEST EDITION). ALL PROPOSED SIDEWALKS SHALL MEET ADA REQUIREMENTS.
3. ALL DIMENSIONS ARE SHOWN AT FACE OF CURB, UNLESS OTHERWISE NOTED. B/C INDICATES DIMENSION IS TO BACK OF CURB.
4. ALL RADII DIMENSIONS ARE 3' AT THE FACE OF CURB UNLESS OTHERWISE NOTED.
5. FREE STANDING SIGNAGE SHOWN ONLY FOR REPRESENTATIONAL PURPOSES, AND SHALL BE PERMITTED SEPARATELY.
6. A RIGHT-OF-WAY PERMIT WILL BE REQUIRED FOR ALL WORK WITHIN THE PUBLIC RIGHT-OF-WAY. SPECIFIC STIPULATIONS OR CONDITIONS WILL BE IMPOSED AT THE TIME OF PERMIT APPLICATION.
7. CONSTRUCTION PLAN APPROVAL DOES NOT EXEMPT THE CONTRACTOR FROM OBTAINING THE REQUIRED BUILDING, ELECTRICAL, PLUMBING, AND MECHANICAL PERMITS. THESE INCLUDE BUT ARE NOT LIMITED TO ANY STRUCTURE, SIGN, WALL, ENCLOSURE, OR SCREENING, ETC.
8. IN THE EVENT THE PROJECT IS TERMINATED PRIOR TO CONSTRUCTION COMPLETION, THE PROJECT SHALL BE BROUGHT TO GRADE, SEEDED, AND ALL DEBRIS AND MATERIALS SHALL BE HAULED OFF-SITE AND DUMPED AT A STATE OF FLORIDA APPROVED FACILITY.
9. ANY DAMAGED SIDEWALK OR CURB WITHIN THE F.D.O.T. RIGHT-OF-WAY SHALL BE REMOVED AND REPLACED.
10. ALL DISTURBED AREAS WITHIN THE F.D.O.T. RIGHT-OF-WAY WILL BE SODDED.
11. STANDARD INDICES REFER TO THE LATEST VERSION OF F.D.O.T. "ROADWAY AND TRAFFIC DESIGN STANDARDS."
12. NO LANE CLOSURES ARE ALLOWED BETWEEN 5:00 A.M. AND 7:30 P.M. THE F.D.O.T. RESERVES THE RIGHT TO REQUIRE DIFFERENT HOURS OF LANE CLOSURE. ALL LANE CLOSURES MUST BE APPROVED BY THE DEPARTMENT AT LEAST TWO WEEKS PRIOR TO THE LANE CLOSURE IN ACCORDANCE WITH THE DISTRICT LANE CLOSURE POLICY.
13. ALL POTABLE WATER, RECLAIMED WATER, AND SANITARY SEWER CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE APPROVED CONSTRUCTION PLAN.
14. FDEP WATER AND WASTEWATER PERMITS MUST BE OBTAINED PRIOR TO BEGINNING CONSTRUCTION.
15. PROPER DOCUMENTATION FOR ALL PUBLIC UTILITY EASEMENTS SHALL BE PROVIDED TO THE PROPERTY MANAGEMENT DEPARTMENT PRIOR TO CERTIFICATE OF COMPLETION.
16. UTILITY RECORD DRAWINGS ARE REQUIRED PRIOR TO PLACING THIS WATER AND WASTEWATER FACILITIES INTO SERVICE. PLEASE SEE THE ADDITIONAL INFORMATION SECTION FOR INSTRUCTIONS.

THIS PLAN TO BE UTILIZED FOR SITE LAYOUT PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

BOHLER
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DRAWN BY: ~AH/MV~
CHECKED BY: ~KD/KM ~
DATE: 10/23/2025
CAD I.D.: P-CIVL-SITE

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - DISCOUNT PRICES

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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SHEET TITLE:

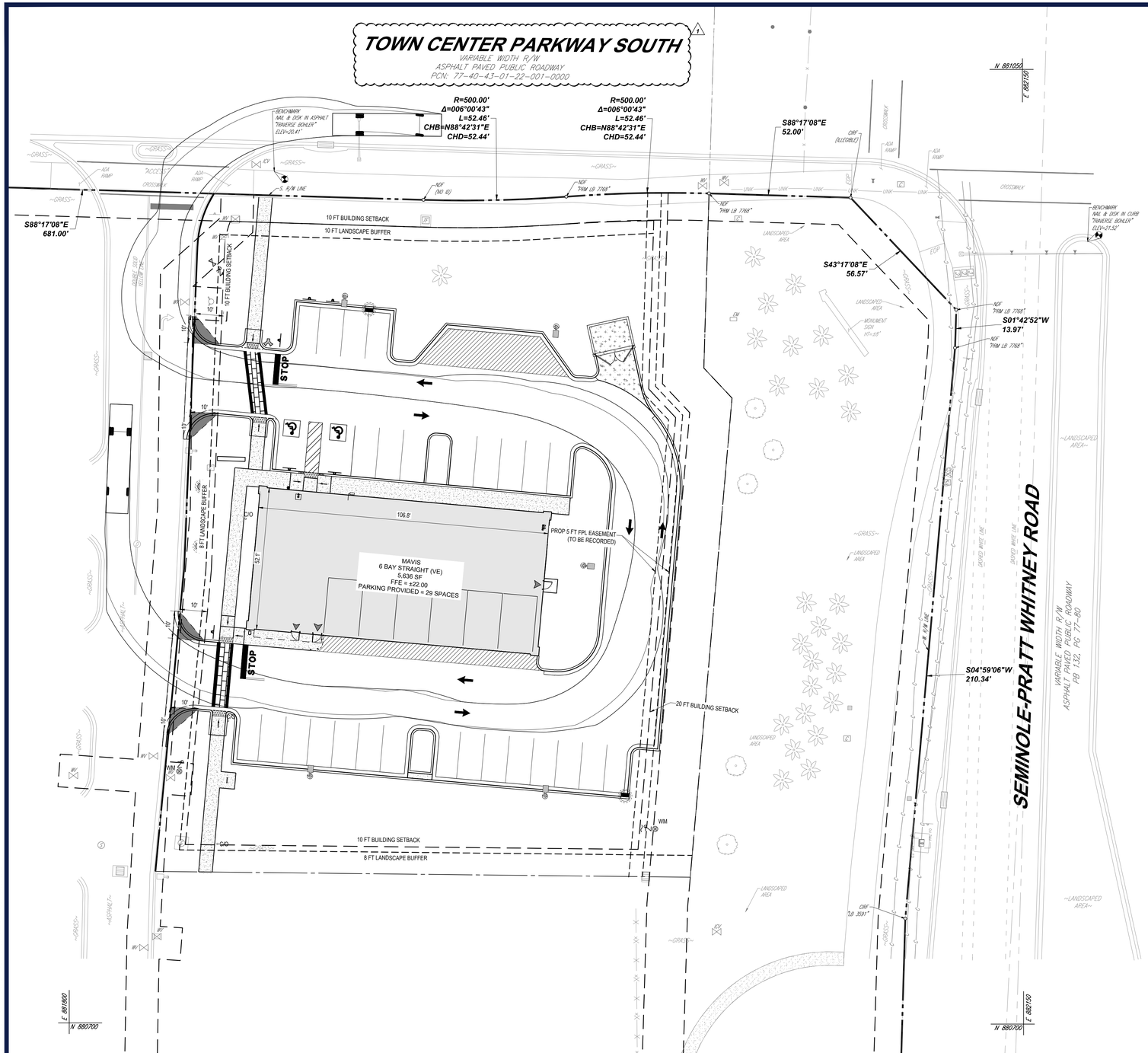
SITE PLAN

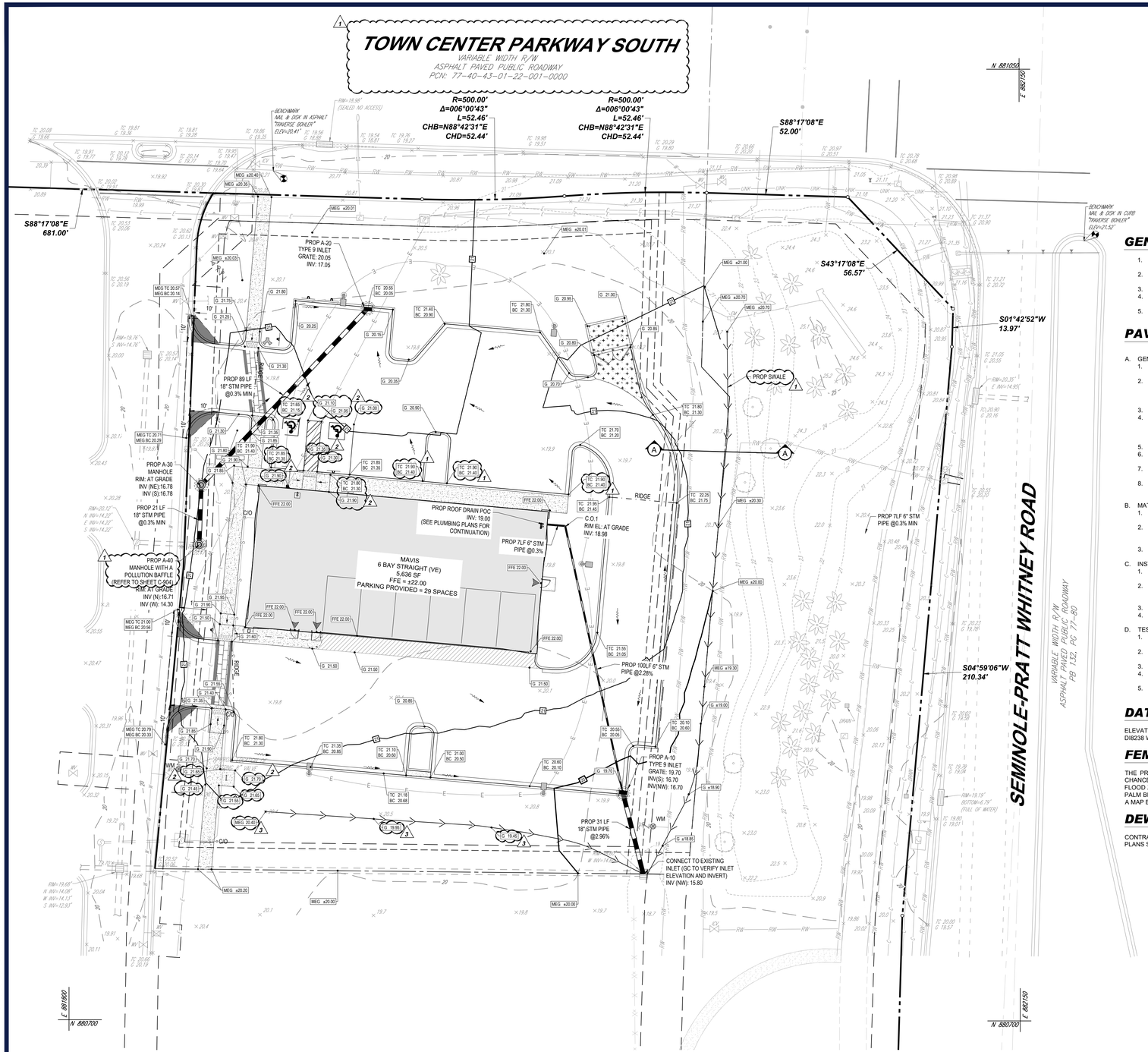
SHEET NUMBER:

C-301

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV. 0\AP-CIVL-SITE-FLA230191.00-0A-----LAYOUT: C-301 SITE
KD


TOWN CENTER PARKWAY SOUTH
VARIABLE WIDTH R/W
ASPHALT PAVED PUBLIC ROADWAY
PCN: 77-40-43-01-22-001-0000
R=500.00'
Δ=006°00'43"
L=52.46'
CHB=N88°42'31"E
CHD=52.44'
R=500.00'
Δ=006°00'43"
L=52.46'
CHB=N88°42'31"E
CHD=52.44'
S88°17'08"E
52.00'
N 881050
E 882750
BENCHMARK
NAIL & DISK IN ASPHALT
"TRAVERSE BOHLER"
ELEV=20.41'
S88°17'08"E
681.00'
S. R/W LINE
NDF
(NO ID)
NDF
"PRM LB 7768"
10 FT BUILDING SETBACK
10 FT LANDSCAPE BUFFER
10 FT BUILDING SETBACK
STOP
5FT LANDSCAPE BUFFER
106.8'
62.1'
MAVIS
6 BAY STRAIGHT (VE)
5,636 SF
FFE = ±22.00
PARKING PROVIDED = 29 SPACES
PROP 5 FT FPL EASEMENT
(TO BE RECORDED)
STOP
20 FT BUILDING SETBACK
10 FT BUILDING SETBACK
8 FT LANDSCAPE BUFFER
E 881800
N 880700
S43°17'08"E
56.57'
S01°42'52"W
13.97'
S04°59'06"W
210.34'
BENCHMARK
NAIL & DISK IN CURB
"TRAVERSE BOHLER"
ELEV=21.52'
MONUMENT
SIGN
HT=4'
SEMINOLE-PRATT WHITNEY ROAD
VARIABLE WIDTH R/W
ASPHALT PAVED PUBLIC ROADWAY
PB 1,52, PG 77-80
CRF
"LB 3591"
E 882150
N 880700
~GRASS~
~ASPHALT~
~LANDSCAPED AREA~
LANDSCAPED AREA
CROSSWALK
ADA RAMP
CURB
LINK
WM
W
ICV
CO
DRIVE
DRIVE
DRIVE



LEGEND

GRADING PLAN

PROPERTY LINE	
LEASE PROPERTY LINE	
PROP SPOT ELEVATION	G 20.90
EX STORM SEWER	
PROP STORM SEWER	
PROP GRATE INLET	
PROP STORM CLEANOUT	
PROP STORM MANHOLE	
RIDGE LINE	
SWALE LINE	
EX. BENCHMARK	
PROP CONCRETE SIDEWALK	
PROP STANDARD DUTY CONCRETE	
PROP HEAVY DUTY CONCRETE	
PROP STANDARD DUTY ASPHALT	
PROP HEAVY DUTY ASPHALT	

GENERAL NOTES

1. CONTRACTOR WILL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION.
2. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS TO THE ENGINEER FOR REVIEW AND APPROVAL PRIOR TO CASTING STRUCTURES.
3. COORDINATE ALL UTILITY LEADS AND BUILDING CONNECTIONS WITH THE ARCHITECTURAL PLANS.
4. STANDARD INDEXES REFER TO THE LATEST EDITION OF F.D.O.T. "ROADWAY AND TRAFFIC DESIGN STANDARDS."
5. ALL DISTURBED AREAS WITHIN RIGHT-OF-WAY WILL NEED TO BE SODDED.

PAVING AND GRADING NOTES

A. GENERAL:
1. ALL ELEVATIONS SHOWN ARE IN REFERENCE TO THE SURVEYOR'S BENCHMARKS AND MUST BE VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO GROUNDBREAK.
2. ALL GRADES SHOWN REFERENCE PROPOSED ELEVATIONS AT EDGE OF PAVEMENT, UNLESS OTHERWISE NOTED. "TC" = TOP OF CURB ELEVATION; "G" = FINISHED GRADE; "MEG" = PROPOSED GRADE TO MATCH EXISTING GRADE; T/W = TOP OF RETAINING WALL ELEVATION; B/W = BOTTOM OF RETAINING WALL ELEVATION.
3. THE ALTA/ACSM LAND TITLE SURVEY SHALL BE CONSIDERED A PART OF THESE PLANS.
4. THE GEOTECHNICAL REPORT AND RECOMMENDATIONS SET FORTH THEREIN ARE A PART OF THE REQUIRED CONSTRUCTION DOCUMENTS AND IN CASE OF CONFLICT SHALL TAKE PRECEDENCE UNLESS SPECIFICALLY NOTED OTHERWISE ON THE PLANS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN WRITING OF ANY SUCH DISCREPANCY BETWEEN GEOTECHNICAL REPORT AND PLANS, ETC.
5. ALL UNDERGROUND UTILITIES SHALL BE COMPLETED PRIOR TO CONSTRUCTION OF LIMEROCK BASE.
6. ALL EXISTING PAVEMENT, CUT OR DAMAGED BY CONSTRUCTION, SHALL BE PROPERLY RESTORED AT THE CONTRACTOR'S EXPENSE.
7. WHERE ANY PROPOSED PAVEMENT IS TO BE CONNECTED TO EXISTING PAVEMENT, THE EXISTING EDGE OF PAVEMENT SHALL BE SAWCUT TO ENSURE A PROPER JOINT.
8. PRIOR TO CONSTRUCTION OR INSTALLATION, SHOP DRAWINGS SHALL BE SUBMITTED TO AND APPROVED BY THE ENGINEER OF RECORD. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN ALL OTHER AGENCY APPROVALS IF REQUIRED.

B. MATERIALS:
1. BASE COURSE SHALL BE ABC-3 PER F.D.O.T. SPECIFICATIONS OR EQUIVALENT LIMEROCK THICKNESS W/ MINIMUM LBR-100 (MAX. 6" LIFTS).
2. ASPHALT SURFACES SHALL BE TYPE S-III ASPHALTIC CONCRETE, UNLESS OTHERWISE SPECIFIED ON THE PLANS, SHALL BE A MINIMUM OF 1-1/2" THICK, AND SHALL BE CONSTRUCTED IN TWO 3/4" LIFTS, WITH TACKCOAT BETWEEN LIFTS.
3. REINFORCED CONCRETE SLABS SHALL BE CONSTRUCTED OF CLASS I CONCRETE WITH A MINIMUM STRENGTH OF 3,000 PSI AND SHALL BE REINFORCED WITH A 6" x 6" NO. 6 GAUGE WIRE MESH.

C. INSTALLATION:
1. SUBGRADE FOR ROADWAY SHALL BE COMPACTED TO A MINIMUM OF 98% OF THE MAXIMUM DENSITY (AASHTO T-180), SHALL BE A MINIMUM 12", AND SHALL HAVE A MINIMUM LBR 40.
2. BASE COURSE MATERIAL FOR PAVED AREAS SHALL BE A MINIMUM THICKNESS OF 6" PLACED IN ONE LIFT. ADDITIONALLY, BASE COURSE MATERIAL SHALL HAVE A MINIMUM MARSHALL STABILITY OF 1000, UNLESS OTHERWISE INDICATED (OR LBR-100).
3. BASE COURSE SHALL BE COMPACTED TO 98% OF THE MAXIMUM DENSITY AS PER AASHTO T-180.
4. INSTALLATION OF THE WEARING SURFACE SHALL CONFORM TO THE REQUIREMENTS OF THE D.O.T. STANDARD SPECIFICATIONS FOR TYPE S-III ASPHALTIC CONCRETE OR THE LATEST REVISION.

D. TESTING
1. THE FINISHED SURFACE OF THE BASE COURSE AND THAT OF THE WEARING SURFACE SHALL NOT VARY MORE THAN 1/4" FROM THE TEMPLATE. ANY IRREGULARITIES EXCEEDING THIS LIMIT SHALL BE CORRECTED.
2. DENSITY TESTS SHALL BE TAKEN BY AN INDEPENDENT TESTING LABORATORY CERTIFIED BY THE STATE OF FLORIDA, WHERE DIRECTED BY THE ENGINEER.
3. ALL TESTING COSTS (PAVING) SHALL BE PAID FOR BY THE CONTRACTOR.
4. DENSITY TESTS ON THE STABILIZED SUBGRADE SHALL BE SUPPLIED TO AND APPROVED BY THE ENGINEER OF RECORD AND GEOTECHNICAL ENGINEER BEFORE ANY BASE IS CONSTRUCTED.
5. DENSITY TESTS AND "AS-BUILTS" ON THE FINISHED BASE SHALL BE SUPPLIED TO AND APPROVED BY THE GEOTECHNICAL ENGINEER BEFORE ANY ASPHALT PAVEMENT IS CONSTRUCTED.

DATUM NOTE

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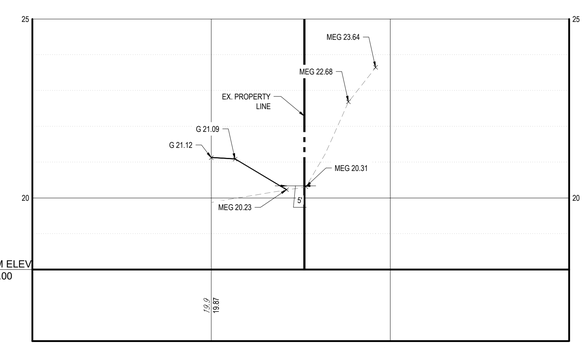
DEWATERING NOTE

CONTRACTOR SHALL SUBMIT DEWATERING PLAN TO THE DISTRICT 14 DAYS PRIOR TO COMMENCEMENT, SUBJECT PLANS SHALL BE REVISED AS NECESSARY.



Section A-A
SCALE: 1"= 20 ' HORIZONTAL
1"= 2 ' VERTICAL

THIS PLAN TO BE UTILIZED FOR SITE GRADING PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

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CAD I.D.:	P-CIVIL-GRAD

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

SHEET TITLE:

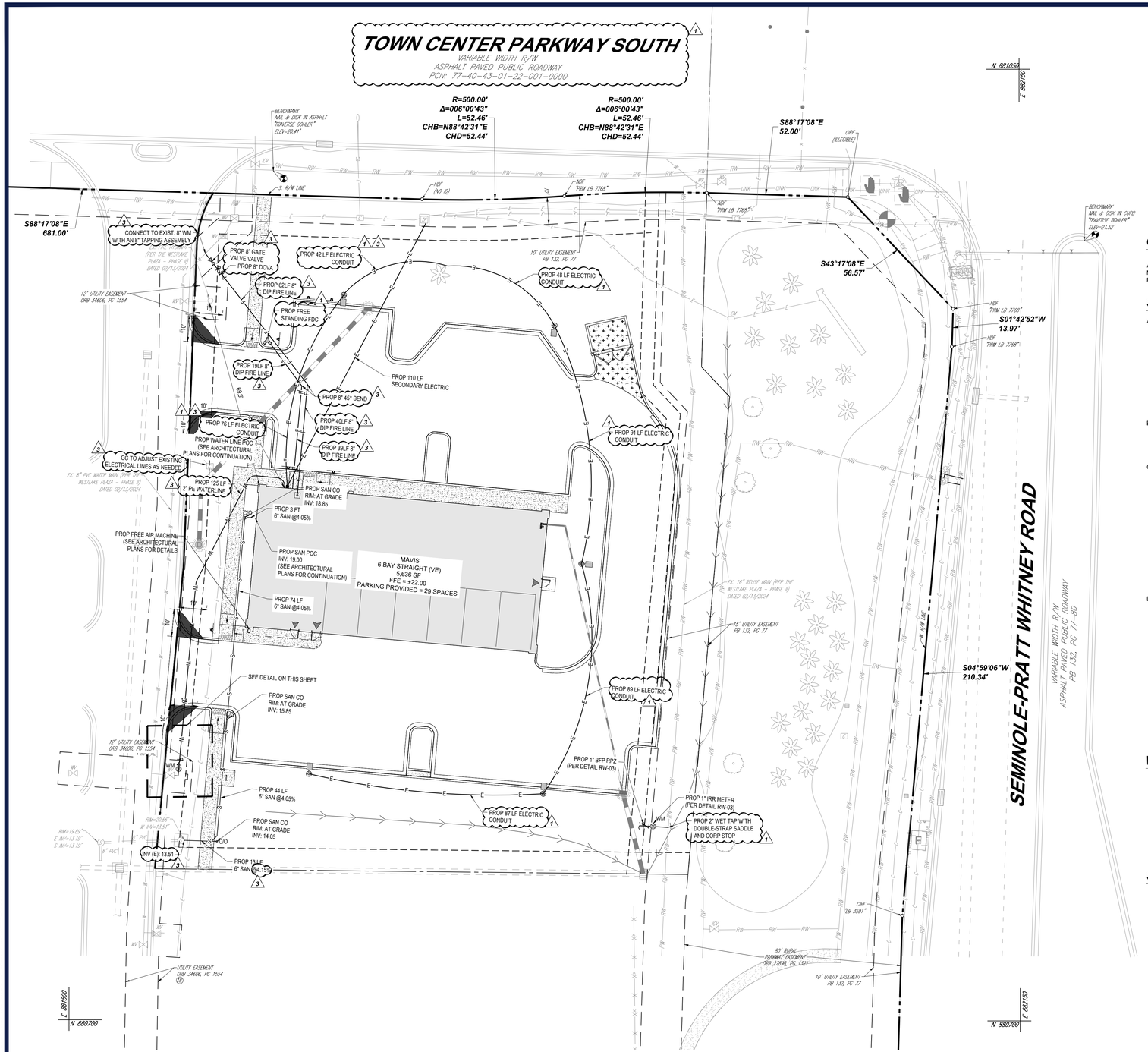
GRADING PLAN

SHEET NUMBER:

C-401

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.000\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV_0\AP-CIVIL-GRAD-FLA230191.000A-----A LAYOUT C-401 GRAD
KD



DATUM NOTE

ELEVATIONS ARE BASED ON NAVD88 DATUM DETERMINED BY GPS OBSERVATIONS AND TIED IN TO THE NGS NO. DI8238 WITH A PUBLISHED ELEVATION OF 21.01 FEET.

FEMA NOTE

THE PROPERTY IS LOCATED IN OTHER AREAS ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AND SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY THE 1% ANNUAL CHANCE FLOOD ZONE AE (BASE FLOOD ELEVATIONS DETERMINED) PER MAP ENTITLED "FIRM FLOOD INSURANCE RATE MAP, PALM BEACH COUNTY, FLORIDA AND INCORPORATED AREAS, PANEL 345 OF 1200", MAP NUMBER 12099C0345F, WITH A MAP EFFECTIVE DATE OF OCTOBER 5, 2017.

GENERAL NOTE

ALL ONSITE WATER AND SEWER DISTRIBUTION/COLLECTION LINES/MAINS TO BE PRIVATELY OWNED & MAINTAINED UNLESS OR UNTIL A UTILITY EASEMENT IS DESCRIBED & APPROVED BY ALL INVOLVED PARTIES.

SANITARY SEWER NOTES

A. GENERAL:
1. DISTANCE AND LENGTHS SHOWN ON PLANS AND PROFILE DRAWINGS ARE REFERENCED TO THE CENTER OF STRUCTURES.
2. PRIOR TO COMMENCING CONSTRUCTION, CONTRACTOR TO TELEVISE EXISTING SANITARY SEWER LINE FROM POINT OF CONNECTION THROUGH THE NEXT SEQUENTIAL DOWNSTREAM RUN OF PIPE. ADDITIONALLY, PRIOR TO COMPLETION OF CONSTRUCTION, CONTRACTOR SHALL TELEVISE THE NEWLY INSTALLED SANITARY SEWER MAIN TO ENSURE NO DIPS OR DEBRIS WITHIN LINE.
3. EXISTING SERVICES WITHIN MANHOLES SHALL BE RELOCATED TO NEW SEWER.
4. BYPASS PUMPING MAY BE REQUIRED AND SANITARY SERVICE MAINTAINED WHILE EXISTING SEWER IS BEING REPLACED.
5. CONTRACTOR WILL BE REQUIRED TO COORDINATE WITH CITY WITH MAKING CONNECTION TO PUMP STATION / MANHOLE.
6. CONTRACTOR MUST COORDINATE WITH CITY AND SHOPPING CENTER AND PROVIDE AT LEAST 48-HOURS NOTICE PRIOR TO REPLACING SERVICES.

B. MATERIALS:
1. ALL PVC SEWER PIPE AND FITTINGS SHALL BE NON-PRESSURE POLYVINYL CHLORIDE (PVC) PIPE CONFORMING TO ASTM D 3034, SDR 26, WITH PUSH-ON RUBBER GASKET JOINTS.
2. ALL FITTINGS AND ACCESSORIES SHALL BE AS MANUFACTURED OR SUPPLIED BY THE PIPE MANUFACTURER OR APPROVED EQUAL.
3. ALL SANITARY CLEANOUTS WITHIN PAVEMENT SHALL HAVE A LID THAT IS H20 LOADING.

C. INSTALLATION:
1. PIPE AND FITTINGS:
   a. SEWER PIPE SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D2321, AND THE UNI-BELL PLASTICS PIPE ASSOCIATION'S 'RECOMMENDED PRACTICE FOR THE INSTALLATION OF PVC SEWER PIPE.'
   b. BEDDING AND INITIAL BACKFILL (12") OVER SEWER MAINS AND SERVICES SHALL BE SAND WITH NO ROCK LARGER THAN 1" IN DIAMETER. PEA ROCK OR 3/4 " WASHED ROCK WILL BE USED IN WATER OR WHERE UNSUITABLE BEDDING EXISTS. ALL OTHER FILL SHALL NOT HAVE ROCK LARGER THAN 6" IN DIAMETER.
2. CLEANOUTS:
   a. CLEANOUTS SHALL BE SET PLUMB TO LINE AND GRADE ON FIRM CLEAN SUBGRADE PROVIDING UNIFORM BEARING UNDER THE BASE.
   b. ALL OPENINGS AND JOINTS SHALL BE SEALED WATER-TIGHT.
3. SERVICE:
   a. MINIMUM SLOPE OF ALL SERVICE LINES SHALL BE 1.00%.
   b. EACH SERVICE CONNECTION SHALL BE PLUGGED WATER-TIGHT WITH AN APPROVED PLUG.
   c. CONNECTION OF SERVICES TO BUILDING'S PLUMBING SHALL BE COORDINATED WITH THE ARCHITECTURAL DRAWINGS.

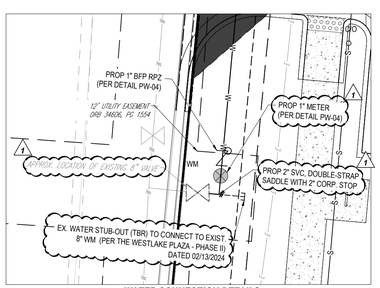
D. TESTING:
1. AFTER CONSTRUCTION OF THE SEWER SYSTEM, THE ENGINEER MAY REQUIRE A VISUAL INFILTRATION AND/OR EXFILTRATION TEST TO BE PERFORMED ON THE ENTIRE SYSTEM OR ANY PART THEREOF.
2. AN AIR TEST MAY BE SUBSTITUTED FOR THE WATER EXFILTRATION TEST, UPON APPROVAL OF THE ENGINEER.
3. SEWER PIPE LEAKAGE ALLOWABLE SHALL NOT EXCEED 150 GALLONS PER DAY PER INCH DIAMETER PER MILE IN A TWO HOUR TEST PERIOD FOR ANY SECTION TESTED. NO VISIBLE LEAKAGE SHALL BE ALLOWED.
4. CONTRACTOR IS RESPONSIBLE FOR CORRECTING ANY DEFICIENCIES PRIOR TO THE CERTIFICATION TO ANY AGENCY.
5. GENERAL CONTRACTOR SHALL EMPLOY AN INDEPENDENT INSPECTOR FOR 100% CONTINUOUS INSPECTION OF THE BEDDING AND BACKFILL OPERATION. COMPACTION TEST SHALL BE TAKEN AT THE BOTTOM OF TRENCH AND AT EACH LIFT OF BACKFILL.
6. GENERAL CONTRACTOR SHALL EMPLOY A LICENSED SURVEYOR AS-BUILT TOP OF PIPE ELEVATIONS TAKEN WHEN BEDDING OPERATIONS IS 75% COMPLETE. THESE ELEVATIONS SHALL BE TAKEN AT POINTS OF CONNECTION, CHANGES IN DIRECTION AND AT MINIMUM 20' INTERVALS ALONG THE LENGTH OF THE PIPE. THESE ELEVATIONS SHALL BE RECORDED AS AS-BUILT DIMENSIONS ON SITE PLAN REVIEW BY PROJECT ENGINEER.
7. ALL SANITARY LINES ARE TO BE FLUSHED PRIOR TO CONTRACTOR TURNOVER OF THE FACILITY.

WATER DISTRIBUTION NOTES

1. CONTRACTOR SHALL FOLLOW GUIDELINES AND PROCEDURES OUTLINED BY UTILITY PROVIDER, AND HAVE UTILITY PROVIDER'S MANUAL ON-SITE AT ALL TIMES. THIS POLICY MANUAL SHALL BE CONSIDERED PART OF THE CONSTRUCTION DOCUMENTS AS IT PERTAINS TO APPROVED MATERIALS, INSTALLATION METHODS, INSPECTION NOTIFICATION, AND AS-BUILT/PROJECT CLOSEOUT REQUIREMENTS.
2. ALL HIGH DENSITY POLYETHYLENE PIPE AND FITTINGS SHALL MEET THE REQUIREMENTS OF AASHTO M - 294 LATEST REVISIONS. ALL PIPING TO BE NON-PERFORATED TUBING.
3. CONTRACTOR TO COORDINATE WITH COUNTY AND ADJACENT PROPERTY OWNERS AND BUSINESSES FOR ANY ANTICIPATED WATER INTERRUPTIONS FOR CONNECTION TO EXISTING WATER LINE.
4. CONTRACTOR TO DEFLECT OR BEND WATER LINES AS NECESSARY TO MAINTAIN 12" VERTICAL SEPARATION FROM STORM SEWER PER FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION.

SANITARY SEWER GRAVITY NOTES

1. IF REQUIRED, THE CONTRACTOR SHALL RECONSTRUCT THE BENCH IN THE EXISTING MANHOLE TO ACCOMMODATE THE NEW FLOW DIRECTION.
2. WASTEWATER FLOW IN THE EXISTING SEWER MUST BE MAINTAINED DURING THE INSTALLATION OF THE LATERAL. IF A BY-PASS IS REQUIRED, THE CONTRACTOR MUST SUBMIT DETAILS OF THE SYSTEM FOR REVIEW AND APPROVAL TO THE CITY OF WESTLAKE PUBLIC WORKS DEPARTMENT PRIOR TO STARTING CONSTRUCTION.



WATER CONNECTION DETAILS

10 5 2.5 0 10

SCALE: 1" = 10'

THIS PLAN TO BE UTILIZED FOR UTILITIES PURPOSES ONLY

20 10 5 0 20

SCALE: 1" = 20'

LEGEND

UTILITY PLAN

LEASE PROPERTY LINE
EX. UNDERGROUND WATER LINE
EX. UNDERGROUND ELECTRIC LINE
EX. STORM SEWER
EX. SANITARY SEWER MAIN
EX. FORCE MAIN
EX. OVERHEAD LINE
EX. SANITARY MANHOLE
PROP UNDERGROUND WATER LINE
PROP UNDERGROUND ELECTRIC LINE
PROP STORM SEWER
PROP SANITARY SEWER MAIN
PROP TELECOM
PROP OVERHEAD LINE
PROP SANITARY CLEANOUT
PROP BACKFLOW PREVENTER
PROP WATER METER
PROP WATER VALVE
PROP GREASE TRAP

BOHLER
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
ELECTRICAL ENGINEERING
PERMITTING SERVICES
TRANSPORTATION SERVICES

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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY
1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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PROJECT No.:	FLA230191.00-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM ~
DATE:	10/23/2025
CAD I.D.:	P-CIVL-UTIL

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

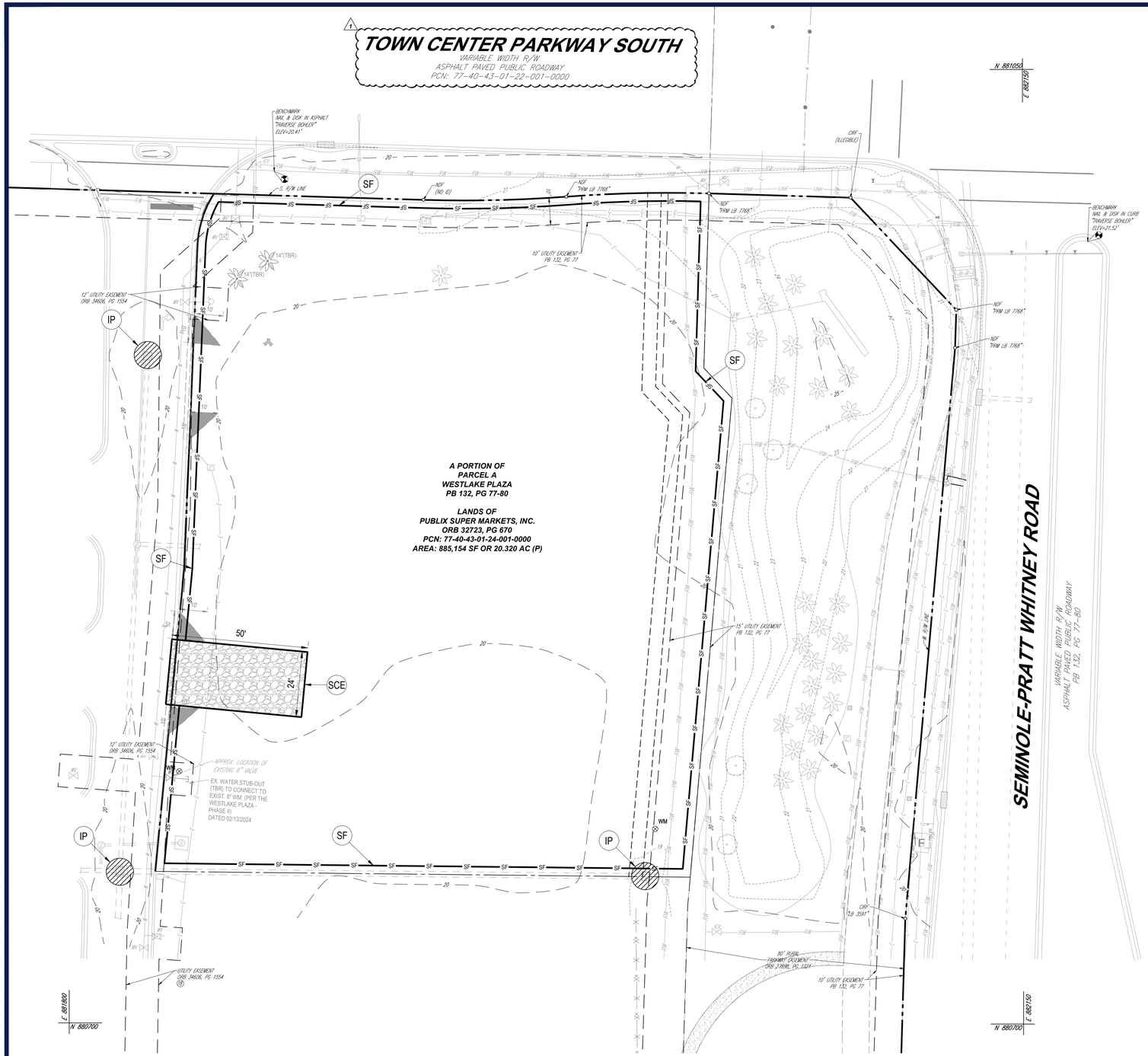
SHEET TITLE:

UTILITY PLAN

SHEET NUMBER:

C-501

REVISION 4 - 10/23/2025



LEGEND

SOIL EROSION AND SEDIMENT CONTROL PLAN PHASE I

ONSITE PROPERTY LINE / R.O.W. LINE	
LEASE PROPERTY LINE	
NEIGHBORING PROPERTY LINE	
EX. EASEMENT	
EX. ROADWAY C/L	
EX. OVERHEAD ELECTRIC	OH OH OH
EX. STORM SEWER	
EX. SANITARY LINE	S S S
EX. FENCE	X X X
EX. SPOT ELEVATION	E 516.4 OR 516.4
EX. TREE	14" PINE
EX. CONCRETE	
TO BE REMOVED/ TO BE RELOCATED	(TBR)/(TBRL)
SOIL TRACKING PREVENTION MAT	
PROP. SILT FENCE	SF SF
PROP. INLET PROTECTION	
EX. TREE TO BE REMOVED	14" PINE

KEYNOTES:

- (IP) INLET PROTECTION
- (SF) SILT FENCE
- (SCE) CONSTRUCTION ENTRANCE

DEMOLITION NOTES

1. BOHLER ENGINEERING FL, LLC IS NOT RESPONSIBLE FOR JOB SITE SAFETY OR SUPERVISION. CONTRACTOR IS TO PROCEED WITH THE DEMOLITION IN A SYSTEMATIC AND SAFE MANNER, FOLLOWING ALL THE OSHA REQUIREMENTS, TO ENSURE PUBLIC AND CONTRACTOR SAFETY.
2. ALL DEMOLITION ACTIVITIES ARE TO BE PERFORMED IN ACCORDANCE WITH THESE PLANS AND SPECIFICATIONS AS WELL AS ALL FEDERAL, STATE, AND LOCAL REGULATIONS. ANY DISCREPANCIES OR DEVIATIONS SHALL BE IDENTIFIED BY THE CONTRACTOR TO BOHLER ENGINEERING FL, LLC IN WRITING FOR RESOLUTION PRIOR TO INITIATION OF SITE ACTIVITY.
3. PRIOR TO STARTING ANY DEMOLITION CONTRACTOR IS RESPONSIBLE FOR/TO:
   A. THE CONTRACTOR SHALL OBTAIN A SUNSHINE STATE ONE CALL LOCATION CERTIFICATION PRIOR TO ANY EXCAVATION OR DEMOLITION. THE NUMBER IS 1-800-432-4770.
   B. ENSURING COPIES OF ALL PERMITS AND APPROVALS MUST BE MAINTAINED ON SITE AND AVAILABLE FOR REVIEW.
   C. INSTALLING THE REQUIRED SOIL EROSION AND SEDIMENT CONTROL MEASURES PRIOR TO SITE DISTURBANCE.
   D. LOCATE/CAP ALL UTILITIES AND SERVICES, INCLUDING BUT NOT LIMITED TO GAS, WATER, ELECTRIC, SANITARY AND STORM SEWER, TELEPHONE, CABLE, FIBER OPTIC CABLE, ETC. WITHIN THE LIMITS OF DISTURBANCE.
   E. PROTECTING AND MAINTAINING IN OPERATION, ALL ACTIVE SYSTEMS THAT ARE NOT BEING REMOVED DURING ALL DEMOLITION ACTIVITIES.
   F. FAMILIARIZING THEMSELVES WITH THE APPLICABLE UTILITY SERVICE PROVIDER AND BEING RESPONSIBLE FOR ALL COORDINATION REGARDING UTILITY DEMOLITION REQUIRED FOR THE PROJECT. THE CONTRACTOR SHALL PROVIDE THE OWNER WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTION AND UTILITY COMPANY REQUIREMENTS.
   G. COORDINATION WITH UTILITY COMPANIES REGARDING WORKING "OFF-PEAK" HOURS OR ON WEEKENDS AS MAY BE REQUIRED TO MINIMIZE THE IMPACT ON THE AFFECTED PARTIES.
   H. A COMPLETE INSPECTION OF CONTAMINANTS BY A LICENSED ENVIRONMENTAL TESTING AGENCY, OF ALL BUILDINGS AND/OR STRUCTURES TO BE REMOVED. SAME SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL ENVIRONMENTAL REGULATIONS. ANY/ALL CONTAMINANTS SHALL BE REMOVED AND DISPOSED OF BY A FEDERALLY LICENSED CONTRACTOR IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. ALL ENVIRONMENTAL WORK INCLUDING HAZARDOUS MATERIAL, SOILS, ASBESTOS, OR OTHER REFERENCED OR IMPLIED HEREIN IS THE SOLE RESPONSIBILITY OF THE OWNER'S ENVIRONMENTAL CONSULTANT.
4. THE CONTRACTOR SHALL PROVIDE ALL THE "MEANS AND METHODS" NECESSARY TO PREVENT MOVEMENT, SETTLEMENT, OR COLLAPSE OF EXISTING STRUCTURES, AND ANY OTHER IMPROVEMENTS THAT ARE REMAINING ON OR OFF SITE. THE DEMOLITION CONTRACTOR IS RESPONSIBLE FOR ALL REPAIRS OF DAMAGE TO ALL ITEMS THAT ARE TO REMAIN AS A RESULT OF HIS ACTIVITIES. ALL REPAIRS SHALL USE NEW MATERIAL. THE REPAIRS SHALL RESTORE THE ITEM TO THE PRE-DEMOLITION CONDITION.
5. IN THE ABSENCE OF SPECIFICATIONS, THE CONTRACTOR SHALL PERFORM EARTH MOVEMENT ACTIVITIES, DEMOLITION AND REMOVAL OF ALL FOUNDATION WALLS, FOOTINGS, AND OTHER MATERIALS WITHIN THE LIMITS OF DISTURBANCE IN ACCORDANCE WITH DIRECTION BY OWNER'S STRUCTURAL OR GEOTECHNICAL ENGINEER.
6. EXPLOSIVES SHALL NOT BE USED WITHOUT PRIOR WRITTEN CONSENT OF BOTH THE OWNER AND APPLICABLE GOVERNMENTAL AUTHORITIES. ALL THE REQUIRED PERMITS AND EXPLOSIVE CONTROL MEASURES THAT ARE REQUIRED BY THE FEDERAL, STATE, AND LOCAL REGULATIONS SHALL BE IN PLACE PRIOR TO STARTING AN EXPLOSIVE PROGRAM. THE CONTRACTOR IS ALSO RESPONSIBLE FOR ALL INSPECTION AND SEISMIC VIBRATION TESTING THAT IS REQUIRED TO MONITOR THE EFFECTS ON ALL LOCAL STRUCTURES.
7. CONTRACTOR SHALL PROVIDE TRAFFIC CONTROL AND GENERALLY ACCEPTED SAFE PRACTICES IN CONFORMANCE WITH THE "MANUAL ON UNIFORM TRAFFIC CONTROL," AS WELL AS FEDERAL, STATE, AND LOCAL REGULATIONS WHEN DEMOLITION RELATED ACTIVITIES IMPACT ROADWAYS OR ROADWAY RIGHT - OF - WAY.
8. CONDUCT DEMOLITION ACTIVITIES IN SUCH A MANNER TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, SIDEWALKS, WALKWAYS, AND OTHER ADJACENT FACILITIES. STREET CLOSURE PERMITS MUST BE RECEIVED FROM THE APPROPRIATE GOVERNMENTAL AUTHORITY.
9. DEMOLITION ACTIVITIES AND EQUIPMENT SHALL NOT USE AREAS OUTSIDE THE DEFINED PROPERTY LINE WITHOUT WRITTEN PERMISSION OF THE OWNER, AND/OR APPROPRIATE GOVERNMENT AGENCY.
10. USE DUST CONTROL MEASURES TO LIMIT AIRBORNE DUST AND DIRT RISING AND SCATTERING IN THE AIR IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. AFTER THE DEMOLITION IS COMPLETE, ADJACENT STRUCTURES AND IMPROVEMENTS SHALL BE CLEANED OF ALL DUST AND DEBRIS CAUSED BY THE DEMOLITION OPERATIONS. THE CONTRACTOR IS RESPONSIBLE FOR RETURNING ALL ADJACENT AREAS TO THEIR "PRE-DEMOLITION" CONDITION.
11. CONTRACTOR IS RESPONSIBLE TO SAFEGUARD SITE AS NECESSARY TO PERFORM THE DEMOLITION IN SUCH A MANNER AS TO PREVENT THE ENTRY OF UNAUTHORIZED PERSONS AT ANY TIME.
12. THIS DEMOLITION PLAN IS INTENDED TO IDENTIFY THOSE EXISTING ITEMS/CONDITIONS WHICH ARE TO BE REMOVED. IT IS NOT INTENDED TO PROVIDE DIRECTION OTHER THAN THAT ALL METHODS AND MEANS ARE TO BE IN ACCORDANCE WITH FEDERAL, STATE, AND LOCAL REGULATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL OSHA AND OTHER SAFETY PRECAUTIONS NECESSARY TO PROVIDE A SAFE WORK SITE.
13. DEBRIS SHALL NOT BE BURIED ON THE SUBJECT SITE. ALL DEMOLITION WASTES AND DEBRIS (SOLID WASTE) SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS AND APPLICABLE CODES.
14. CONTRACTOR IS RESPONSIBLE FOR FIELD VERIFYING ALL EXISTING SITE IMPROVEMENTS AND UTILITIES. ALL DISCREPANCIES SHALL BE IDENTIFIED TO THE ENGINEER IN WRITING.
15. ALL EXISTING UTILITIES BEING REMOVED SHALL BE DONE SO BY THE CONTRACTOR IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
16. THERE ARE NO KNOWN WATER COURSES, WATER BODIES, FLOODPLAINS, XERIC UPLANDS, WETLANDS, CUTTHROAT GRASS SEEPS, HISTORICAL, AND ARCHAEOLOGICAL RESOURCES, OR CONES OF INFLUENCE FOR POTABLE WELLS, AQUIFER RECHARGE AREAS, SOIL TYPES, AND VEGETATIVE COVER LOCATED WITHIN PROJECT LIMITS.

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THIS PLAN TO BE UTILIZED FOR SOIL EROSION AND SEDIMENT CONTROL PURPOSES ONLY

20 10 5 0 20
SCALE: 1" = 20'

BOHLER™
SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
LANDSCAPE ARCHITECTURE
SUSTAINABLE DESIGN
PERMITTING SERVICES
TRANSPORTATION SERVICES

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PROJECT No.:	FLA230191.000-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM ~
DATE:	10/23/2025
CAD I.D.:	P-CIVL-EROS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER™
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
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FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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SHEET TITLE:

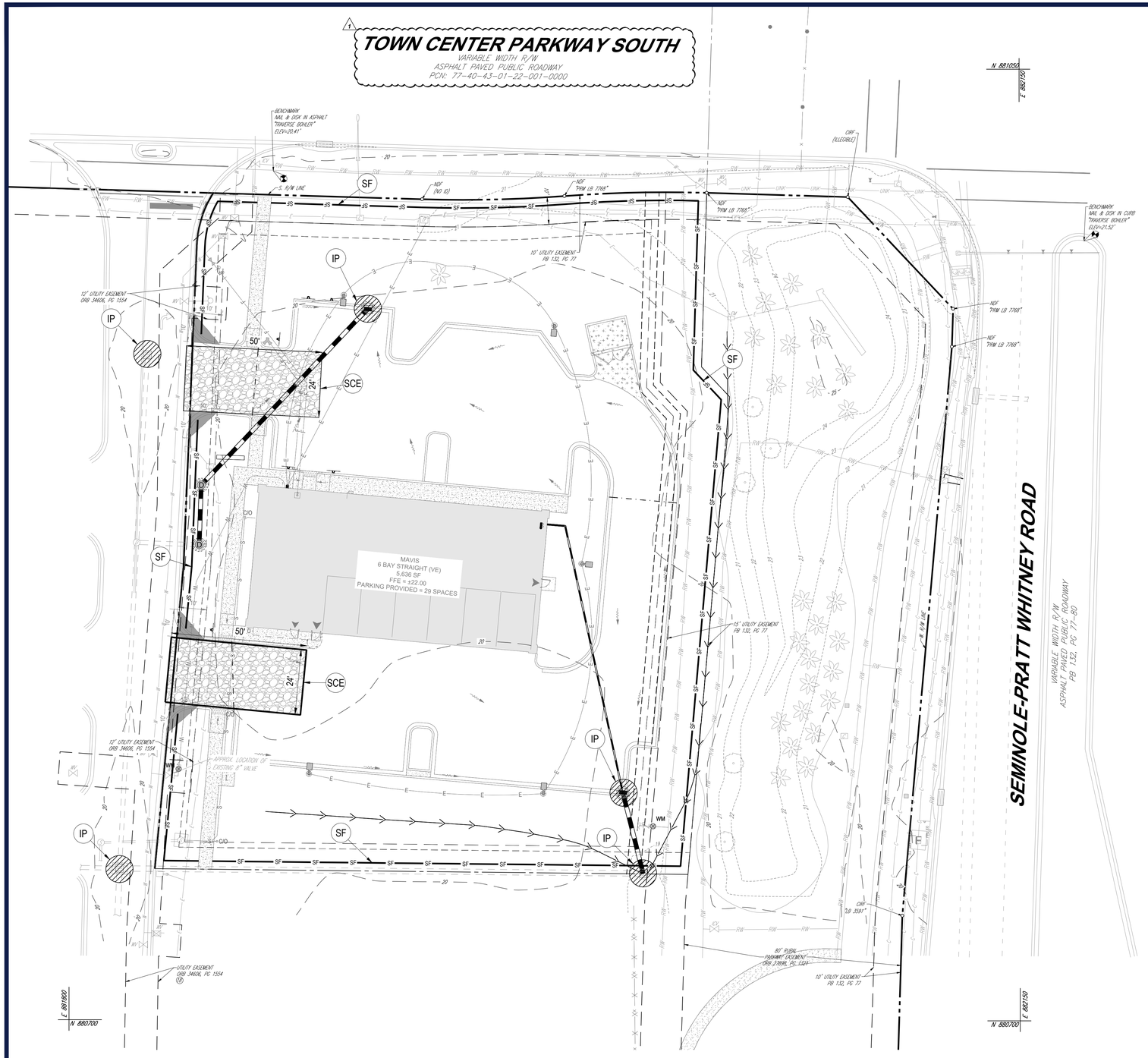
EROSION AND SEDIMENT CONTROL PLAN PHASE 1

SHEET NUMBER:

C-801

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.000\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV_0\AP-CIVL-EROS-FLA230191.00-0A---\LAYOUT C-801 EROS
KD



KEYNOTES:

- (IP) INLET PROTECTION
- (SF) SILT FENCE
- (SCE) CONSTRUCTION ENTRANCE

LEGEND

SOIL EROSION AND SEDIMENT CONTROL PLAN PHASE II

ONSITE PROPERTY LINE / R.O.W. LINE	
LEASE PROPERTY LINE	
NEIGHBORING PROPERTY LINE	
EX. OVERHEAD ELECTRIC	OH OH OH
EX. SPOT ELEVATION	100.00 x 100.00
PROP STORM SEWER	
RIDGE LINE	
PROP. SILT FENCE	SF SF
PROP. INLET PROTECTION	
SOIL TRACKING PREVENTION MAT	

POLLUTION PREVENTION NOTES

1. EROSION AND SEDIMENT CONTROL BMP'S IN ADDITION TO THOSE PRESENTED ON THESE PLANS SHALL BE IMPLEMENTED AS NECESSARY TO PREVENT TURBID DISCHARGES FROM FLOWING ONTO ADJACENT PROPERTIES OR ROADWAYS, OFF SITE STORMWATER CONVEYANCES OR RECEIVING WATERS, OR ON SITE WETLANDS AND SURFACE WATERS. BMP'S SHALL BE DESIGNED, INSTALLED, AND MAINTAINED BY THE SITE OPERATOR TO ENSURE THAT OFF SITE SURFACE WATER QUALITY REMAINS CONSISTENT WITH FEDERAL, STATE, AND LOCAL REGULATIONS. [THE OPERATOR IS THE ENTITY THAT OWNS OR OPERATES THE CONSTRUCTION ACTIVITY AND HAS AUTHORITY TO CONTROL THOSE ACTIVITIES AT THE PROJECT NECESSARY TO ENSURE COMPLIANCE.]
2. OFF SITE SURFACE WATER DISCHARGES, DISCHARGES TO ONSITE WETLANDS, OR SURFACE WATERS WITH TURBIDITY IN EXCESS OF 29 NEPHELOMETRIC TURBIDITY UNITS (NTU'S) ABOVE BACKGROUND LEVEL SHALL BE IMMEDIATELY CORRECTED. SUCH INCIDENTS SHALL BE REPORTED TO WATER RESOURCES WITHIN 24 HOURS OF THE OCCURRENCE. THE REPORT SHALL INCLUDE THE CAUSE OF THE DISCHARGE AND CORRECTIVE ACTIONS TAKEN.
3. THE OPERATOR SHALL ENSURE THAT ADJACENT PROPERTIES ARE NOT IMPACTED BY WIND EROSION, OR EMISSIONS OF UNCONFINED PARTICULATE MATTER IN ACCORDANCE WITH RULE 62-296.320(4)(C)1, F.A.C., BY TAKING APPROPRIATE MEASURES TO STABILIZE AFFECTED AREAS.
4. FUEL AND OTHER PETROLEUM PRODUCT SPILLS THAT ENTER STORMWATER DRAINS OR WATERBODIES, OR FUEL AND OTHER PETROLEUM PRODUCT SPILLS THAT ARE IN EXCESS OF 25 GALLONS SHALL BE CONTAINED, CLEANED UP, AND IMMEDIATELY REPORTED TO WATER RESOURCES. SMALLER GROUND SURFACE SPILLS SHALL BE CLEANED UP AS SOON AS PRACTICAL.
5. IF CONTAMINATED SOIL AND/OR GROUNDWATER IS DISCOVERED DURING DEVELOPMENT OF THE SITE, ALL ACTIVITY IN THE VICINITY OF THE CONTAMINATION SHALL IMMEDIATELY CEASE AND WATER RESOURCES SHALL BE CONTACTED.
6. PRIOR TO DEMOLITION OF EXISTING ON SITE STRUCTURES AN ASBESTOS SURVEY AND/OR ASBESTOS NOTIFICATION MAY BE REQUIRED.
7. NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM:
   - A. NPDES CONSTRUCTION GENERIC PERMIT COVERAGE SHALL BE OBTAINED AT LEAST 48 HOURS IN ADVANCE OF CONSTRUCTION COMMENCEMENT IN ACCORDANCE WITH RULE 62-621.300(4)(a), F.A.C.
   - B. A COPY OF THE CERTIFIED NPDES NOI, OR A COPY OF THE FDEP COVERAGE CONFIRMATION LETTER SHALL BE POSTED AT THE SITE IN ACCORDANCE WITH RULE 62-621.300(4)(A) PART III.C.2, F.A.C.
   - C. A COPY OF THE CERTIFIED NPDES NOI, OR A COPY OF THE FDEP COVERAGE CONFIRMATION LETTER SHALL BE PROVIDED TO WATER RESOURCES IN ACCORDANCE WITH RULE 62-621.300(4)(a)PART III.D.1, F.A.C.
   - D. THE SWPPP SHALL BE CERTIFIED IN ACCORDANCE WITH RULE 62-621.300(4)(a)PART V.D.6, F.A.C.
   - E. A COPY OF THE SWPPP, AND COPIES OF THE INSPECTION AND MAINTENANCE RECORDS SHALL BE MAINTAINED AT THE PROJECT SITE; AND SHALL BE READILY AVAILABLE TO COUNTY OR STATE INSPECTORS.
8. THE DISCHARGE OF GROUNDWATER PRODUCED THROUGH DEWATERING, TO SURFACE WATERS, OR ANY PORTION OF THE MS4 WILL REQUIRE SEPARATE PERMITTING FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP). PERMIT(S) SHALL BE OBTAINED PRIOR TO THE COMMENCEMENT OF DEWATERING.

MAINTENANCE NOTES

N.P.D.E.S. PERMIT COMPLIANCE REQUIRES INSPECTIONS EVERY 7 CALENDAR DAYS BY A NPDES QUALIFIED INSPECTOR AND PERIODIC INSPECTIONS WITHIN 24 HOURS OF ANY RAINFALL EVENT OF 0.5" OR GREATER. THESE INSPECTIONS MAY RESULT IN RECOMMENDATIONS FOR ROUTINE MAINTENANCE OF THE SOIL EROSION CONTROL DEVICES, AS WELL AS FURTHER MAINTENANCE AS OUTLINED BELOW. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO ENSURE N.P.D.E.S. COMPLIANCE.

1. INSPECTIONS BY CONTRACTOR MUST OCCUR AT LEAST ONCE A WEEK OR WITHIN 24 HOURS OF A STORM EVENT 0.5" OR GREATER.
2. THROUGHOUT THE CONSTRUCTION PERIOD, ALL MUD/SILT TRACKED ONTO EXISTING ROADS FROM THE SITE DUE TO CONSTRUCTION SHALL BE IMMEDIATELY REMOVED BY THE CONTRACTOR.
3. CATCH BASIN INLET AND CONCRETE FLUME FILTERS SHALL BE MAINTAINED CLEAN AT ALL TIMES THROUGHOUT THE CONSTRUCTION PERIOD. WEEKLY INSPECTIONS WILL BE PERFORMED EVERY 7 CALENDAR DAYS. IF A FILTER HAS HOLES OR IS INUNDATED WITH SEDIMENT, THE FILTER WILL REQUIRE REPLACEMENT BY CONTRACTOR.
4. CONSTRUCTION ACCESS AND TRACKING MAT MUST BE MAINTAINED BY CONTRACTOR. REPLENISH CRUSHED AGGREGATE IF PRESENT LAYER IS FILLED WITH SEDIMENT, POOLING WATER, OR HAS RUTS. A NEW LAYER MAY BE ADDED IF OLD LAYERS BECOME COMPACTED.
5. SILT FENCE IS TO BE INSPECTED DAILY BY CONTRACTOR AND EVERY 7 CALENDAR DAYS BY N.P.D.E.S. QUALIFIED INSPECTOR. IF REPAIRS OR REPLACEMENT IS NECESSARY, IT SHALL BE PERFORMED IMMEDIATELY. THE SILT FENCE SHOULD BE TRENCHED IN, BACK-FILLED, AND STAPLED OR STAKED ACCORDING TO THE MANUFACTURER'S SPECIFICATIONS. MAINTENANCE INCLUDES THE REMOVING OF BUILT-UP SEDIMENT. WHEN THE SEDIMENT ACCUMULATES TO 1/3 OF THE HEIGHT OF THE FENCE, CONTRACTOR MAY HAVE TO REMOVE, REPLACE, RETRENCH, OR RE-BACKFILL THE FENCE IF IT FAILS. IT WOULD ALSO BE NECESSARY TO REINSTALL IF ANY PORTION OF THE FENCING WAS DAMAGED BY CONSTRUCTION MACHINERY.
6. SEEDING OR RESEEDING MAY BE REQUIRED IMMEDIATELY TO AREAS WHICH HAVE BEEN DAMAGED BY RUNOFF.
7. THE CONTRACTOR SHALL CONTINUOUSLY ENSURE THAT THE PERIMETER OF THE SITE, INCLUDING CONSTRUCTION ENTRANCES, IS SECURED FROM ALLOWING DEBRIS TO LEAVE THE SITE DUE TO CONSTRUCTION ACTIVITY OR RAINFALL EVENTS. A WEEKLY LOG SHALL BE UPDATED AND KEPT ON-SITE IN ACCORDANCE WITH THE N.P.D.E.S. PERMIT. BY BIDDING DOCUMENTS CONTRACTOR ACKNOWLEDGES HE/SHE IS AWARE OF N.P.D.E.S. GUIDELINES AND POLICIES AS WELL AS BEST MANAGEMENT PRACTICES AND ASSUMES SOLE RESPONSIBILITY FOR FINES IMPOSED BY GOVERNMENTAL AGENCIES DUE TO VIOLATIONS.

SEQUENCE OF CONSTRUCTION

UPON IMPLEMENTATION AND INSTALLATION OF THE FOLLOWING AREAS: TRAILER,PARKING, LAYDOWN, PORTABLE RESTROOMS, WHEELED WASTE DISPOSAL DUMPSTER(S), WHEEL WASH, CONCRETE WASHOUT, FUEL AND MATERIAL STORAGE CONTAINERS, SOLID WASTE CONTAINERS, ETC. IMMEDIATELY DENOTE THEM ON THE SITE MAPS AND NOTE ANY CHANGES IN THEIR LOCATIONS ON THE SITE MAP.

PHASE 1
1. CONSTRUCT STABILIZED CONSTRUCTION ENTRANCE AND INSTALL SILT FENCE.
2. INSTALL INLET PROTECTION AT EXISTING INLET(S).
3. PREPARE CLEARING AND GRUBBING OF THE SITE, IF APPLICABLE.
4. INSTALL STORMWATER CONVEYANCE STRUCTURES AND CULVERTS, ENSURE THAT NEW INLETS ARE PROTECTED PRIOR TO MAKING THE OUTFALL CONNECTION.

PHASE 2
1. PERFORM MASS GRADING, ROUGH GRADE TO ESTABLISH PROPOSED DRAINAGE PATTERNS.
2. START CONSTRUCTION OF THE PROPOSED BUILDING PAD AND STRUCTURES.
3. TEMPORARILY SEED WITH PURE LIVE SEED THROUGHOUT THE CONSTRUCTION DISTURBED AREAS THAT WILL BE INACTIVE FOR 7 DAYS OR MORE AS REQUIRED BY THE GENERIC PERMIT.

THIS PLAN TO BE UTILIZED FOR SOIL EROSION AND SEDIMENT CONTROL PURPOSES ONLY

SCALE: 1" = 20'

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SITE CIVIL AND CONSULTING ENGINEERING
LAND SURVEYING
PROGRAM MANAGEMENT
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PROJECT NO.:	FLA230191.00-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM ~
DATE:	10/23/2025
CAD I.D.:	P-CIVL-EROS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
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FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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SHEET TITLE:

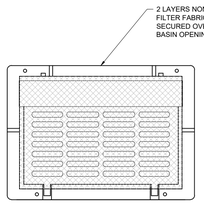
EROSION AND SEDIMENT CONTROL PLAN PHASE 2

SHEET NUMBER:

C-802

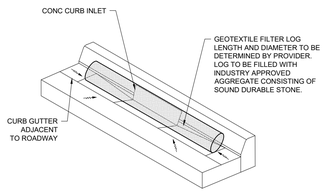
REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2022\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV. 3\AP-CIVL-EROS-FLA230191.00-0A.dwg—>LAYOUT: C-802 EROS
KD



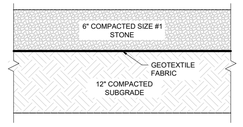
INLET PROTECTION

NOT TO SCALE (FL-O050102 - 09/2024)



CURB INLET FILTER LOG

NOT TO SCALE (FL-O050101 - 09/2024)



SOIL TRACKING PAD

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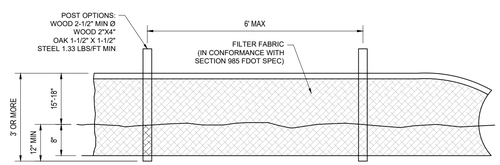
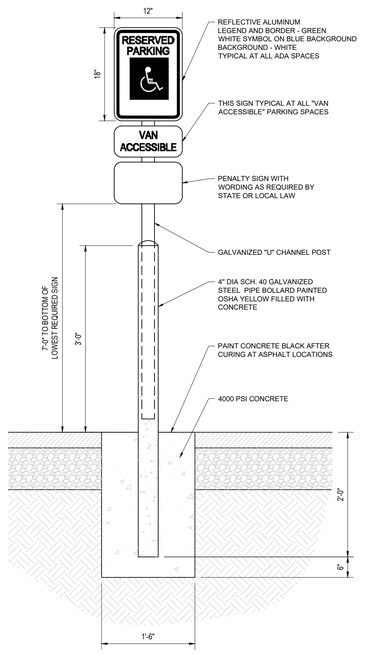


SILT FENCE

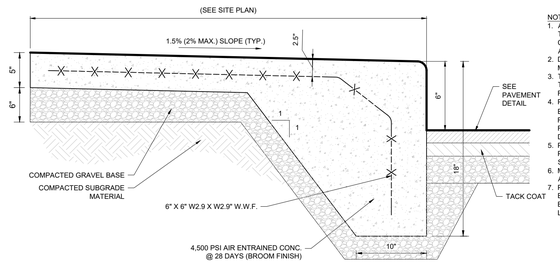
NOT TO SCALE (FL-O040101 - 09/2024)



NOTES:
ONE AT EACH ADA SPACE. WHERE ADA SPACES FACE EACH OTHER WITHOUT WALKWAY, THERE SHALL BE ONE POST WITH SIGNS MOUNTED BOTH SIDES

BOLLARD MOUNTED ADA PARKING SIGN

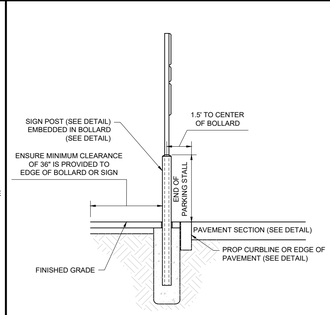
NOT TO SCALE (FL-S060101 - 09/2024)

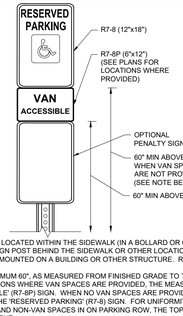


NOTES:
1. ANY EXCAVATION BELOW DESIRED GRADE DUE TO OVER EXCAVATION OR WET SOIL CONDITIONS SHALL BE BACKFILLED WITH ADDITIONAL GRAVEL BASE.
2. DUMMY JOINTS (FORMED) SHALL BE INSTALLED MIDWAY BETWEEN EXPANSION JOINTS.
3. THE 6" CURB REVEAL IS TYPICAL. CONTRACTOR TO REVIEW GRADING PLAN FOR AREAS WHERE REVEAL IS TO BE MODIFIED.
4. PROVIDE CONTROL JOINTS 5'-0" O.C. MIN. & EXPANSION JOINTS SHALL BE RECESSED ½" FROM THE FRONT FACE AND TOP OF THE CURB. REFER TO SIDEWALK CONSTRUCTION JOINT DETAILS.
5. PREFORMED EXPANSION JOINT FILLER SHALL BE PLACED ADJACENT TO AND AROUND EXISTING STRUCTURES.
6. MIN CROSS SLOPE 1/4" PER FOOT PITCHED AWAY FROM BUILDING.
7. PROVIDE 1/2" PREMOLDED BITUMINOUS EXPANSION JOINT AT INTERFACE WITH BUILDING. REFER TO ARCH PLANS AT DOOR LOCATIONS.

MONOLITHIC CURB AND SIDEWALK

NOT TO SCALE (BE-S030201 - 06/2024)

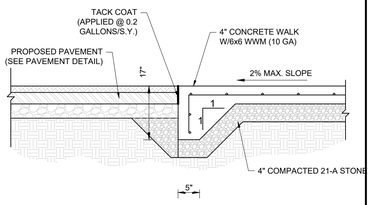




NOTES:
1. LOCATION - THE SIGN(S) MAY BE LOCATED WITHIN THE SIDEWALK (IN A BOLLARD OR OTHER PROTECTIVE STRUCTURE), MOUNTED ON A SIGN POST BEHIND THE SIDEWALK OR OTHER LOCATION BEYOND THE POTENTIAL FOR VEHICLE INTERACTION, OR MOUNTED ON A BUILDING OR OTHER STRUCTURE. REFER TO PLANS FOR LOCATIONS.
2. SIGN MOUNTING HEIGHT - A MINIMUM 60", AS MEASURED FROM FINISHED GRADE TO THE BOTTOM OF THE SIGN, SHALL BE PROVIDED. IN SITUATIONS WHERE VAN SPACES ARE PROVIDED, THE MEASUREMENT SHALL BE TO THE BOTTOM OF THE 'VAN ACCESSIBLE' (R7-8P) SIGN. WHEN NO VAN SPACES ARE PROVIDED, THE MEASUREMENT SHALL BE TO THE BOTTOM OF THE 'RESERVED PARKING' (R7-8) SIGN. FOR UNIFORMITY, WHEN THERE IS A COMBINATION OF VAN SPACES AND NON-VAN SPACES IN ON PARKING ROW, THE TOPS OF THE 'RESERVED PARKING' (R7-8) SIGNS SHALL BE CONSISTENT.
3. SIGN SPECIFICATIONS - UNLESS OTHERWISE REQUIRED BY STATE OR LOCAL REQUIREMENTS, THE R7-8 AND R7-8P SIGNS SHALL BE PER MUTCD SPECIFICATIONS. THE PENALTY SIGN SHALL BE PER STATE OR LOCAL REQUIREMENTS AND SHALL BE 12"x18".

RESERVED PARKING SIGN

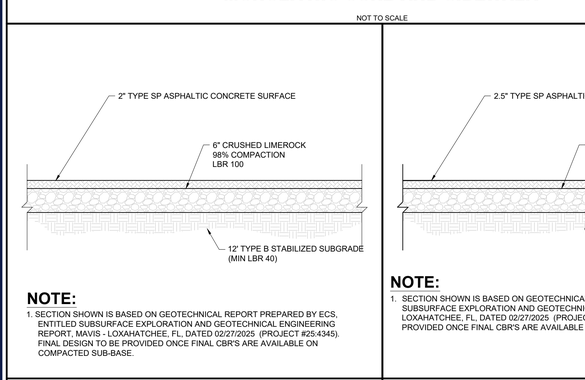
NOT TO SCALE (BE-S060101 - 11/2024)



NOTE:
1. CONCRETE TO BE 4000 P.S.I. @ 28 DAYS.

MONOLITHIC CURB AND FLUSH SIDEWALK

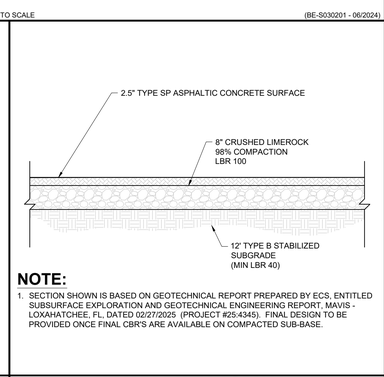
NOT TO SCALE (NS-S020208 - 02/2024)



NOTE:
1. SECTION SHOWN IS BASED ON GEOTECHNICAL REPORT PREPARED BY ECS, ENTITLED SUBSURFACE EXPLORATION AND GEOTECHNICAL ENGINEERING REPORT, MAVIS - LOXAHATCHEE, FL, DATED 02/27/2025 (PROJECT #25:4345). FINAL DESIGN TO BE PROVIDED ONCE FINAL CBR'S ARE AVAILABLE ON COMPACTED SUB-BASE.

STANDARD DUTY ASPHALT PAVEMENT

NOT TO SCALE (MS-S010101 - 06/2023)



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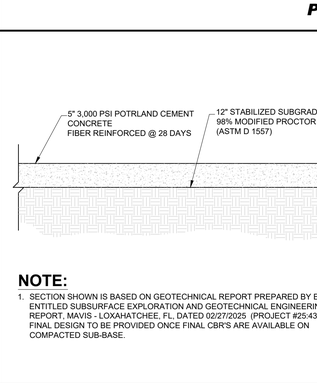
HEAVY DUTY ASPHALT PAVEMENT

NOT TO SCALE (MS-S010102 - 06/2023)



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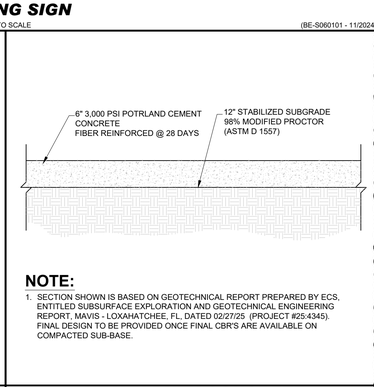
STANDARD DUTY CONCRETE PAVEMENT

NOT TO SCALE (MS-S010201 - 06/2023)



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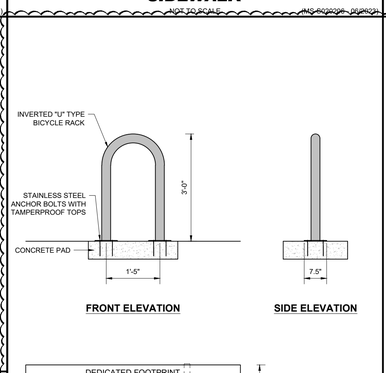
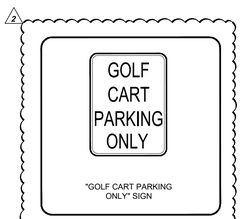
HEAVY DUTY CONCRETE PAVEMENT

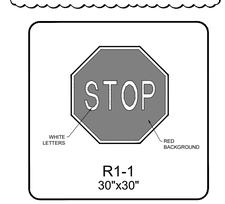
NOT TO SCALE (MS-S010202 - 06/2023)

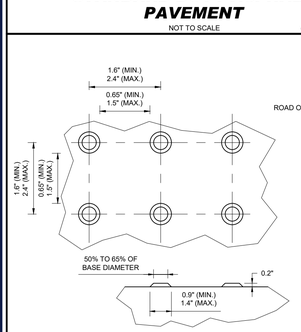


BIKE RACK SURFACE MOUNTED WITH CIRCULAR BASE

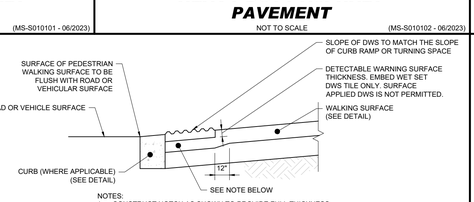
NOT TO SCALE (FL-S999902- 02/2025)







SIZE AND SPACING DETAIL



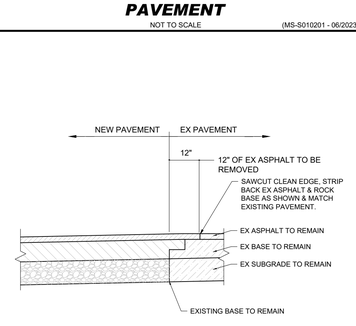
NOTES:
1. CONSTRUCT NOTCH AS SHOWN TO PROVIDE FULL THICKNESS SIDEWALK UNDER DETECTABLE WARNING SURFACE.
2. OPTIONAL: CONSTRUCT 2" MAX. CONCRETE BORDER AROUND DWS TO PROVIDE PROPER INSTALLATION.

DETECTABLE WARNING SURFACE EMBEDDING DETAIL

NOTES:
1. APPEARANCE - TRUNCATED DOMES THAT PROVIDE THE DETECTABLE WARNING SURFACE SHALL CONTRAST VISUALLY WITH ADJOINING SURFACES, EITHER LIGHT ON DARK OR DARK ON LIGHT.
2. LOCATION - CONTRACTOR TO INSTALL DETECTABLE WARNING SURFACES WHEN SIDEWALK IS WITHIN PUBLIC ROW AND WHERE INDICATED ON THE PLAN.
3. MATERIAL - TRUNCATED DOMES SHALL BE AN INTEGRAL PART OF THE ADA CURB RAMP CONSTRUCTION CONSISTING OF CAST IN PLACE COMPOSITE TILES/MAT. THE TILE/MAT MATERIAL SHALL BE A HOMOGENEOUS GLASS AND CARBON REINFORCED COMPOSITE, COLOR FAST AND UV STABLE, COMP. STRENGTH 23,800 PSI ASTM D695 AND FLEXUAL STRENGTH 24,600 PSI ASTM D796. PRECAST CONCRETE PAVER BLOCKS HAVING COMPLIANT TRUNCATED DOMES, MAY ALSO BE USED FOR THE DETECTABLE WARNING SURFACE. RUBBERIZED MATERIAL TO BE GLUED TO RAMP SURFACE SHALL NOT BE ACCEPTABLE.
4. PLACEMENT - TRUNCATED DOMES SHALL EXTEND THE FULL WIDTH OF THE TRAVEL PATH EXCLUDING FLARES. LOCATE ONE CORNER OF THE DWS AT THE BACK OF CURB OR EDGE OF WALKING SURFACE. NO OTHER POINT ON THE LEADING EDGE OF THE DWS MAY BE MORE THAN 5' AWAY FROM THE BACK OF CURB OR EDGE OF WALKING SURFACE.

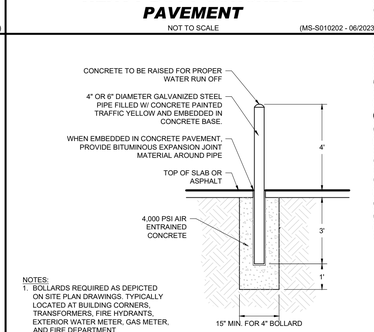
DETECTABLE WARNING SURFACE (DWS)

NOT TO SCALE (BE-S030509 - 08/2023)



ASPHALT SAWCUT

NOT TO SCALE (FL-S010103 - 09/2024)



NOTES:
1. BOLLARDS REQUIRED AS DEPICTED ON SITE PLAN DRAWINGS, TYPICALLY LOCATED AT BUILDING CORNERS, TRANSFORMERS, FIRE HYDRANTS, EXTERIOR WATER METER, GAS METER, AND FIRE DEPARTMENT CONNECTIONS.
2. BOLLARD MUST RESIST A FORCE OF 12,000 POUNDS APPLIED 30" ABOVE THE DRIVING SURFACE.

4" OR 6" BOLLARD

NOT TO SCALE (NJ-S070102 - 07/2023)

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DATE:	10/23/2025
CAD I.D.:	P-CIVL-CNDS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER™
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FLORIDA BUSINESS CERT. OF AUTH. No. 30780

Digitally signed by Kayla M. Dedrick PE
Date: 2025.10.24 11:48:40 -04'00'

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SHEET TITLE:

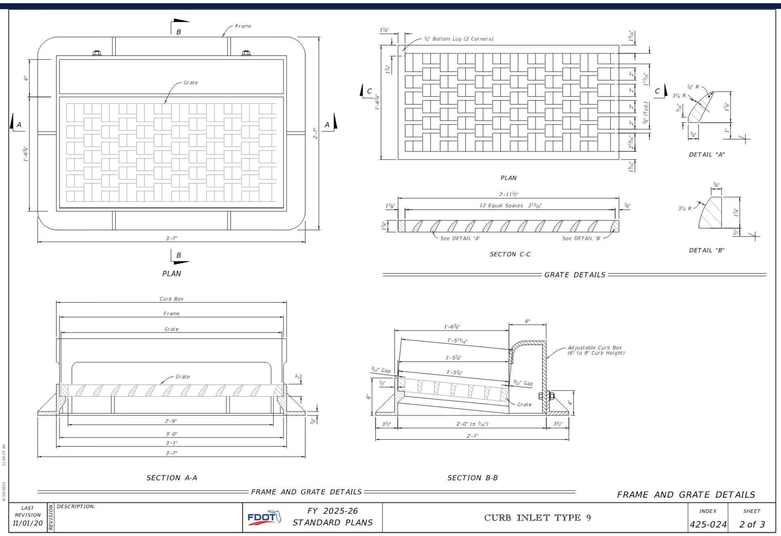
CONSTRUCTION DETAILS

SHEET NUMBER:

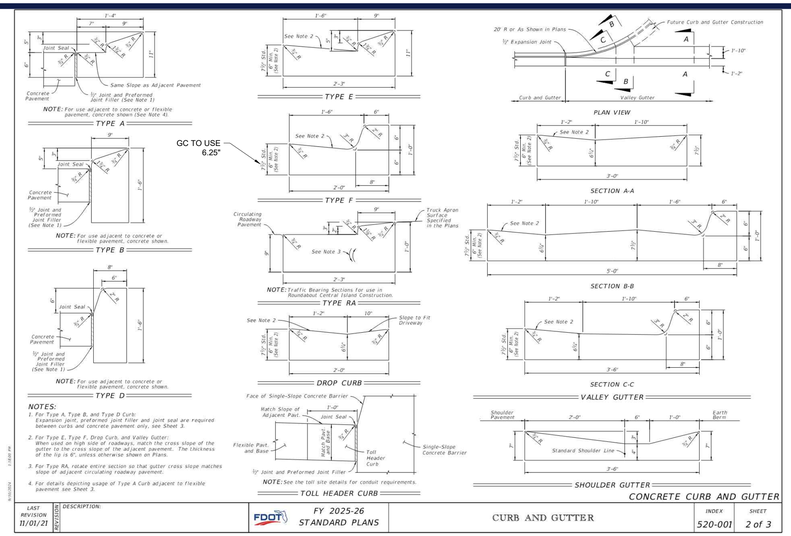
C-901

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV_0A\P-CIVL-CNDS-FLA230191.00-0A.----\LAYOUT: C-901 DETL
KD



LAST REVISION	DESCRIPTION:	FDOT	FY 2025-26 STANDARD PLANS	CURB INLET TYPE 9	INDEX	SHEET
11/01/20					425-024	2 of 3

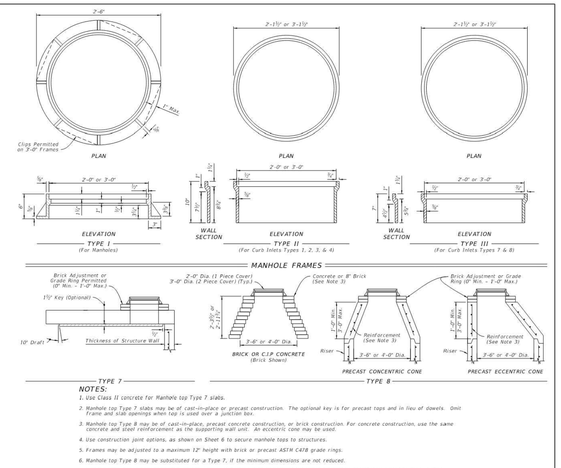


LAST REVISION	DESCRIPTION:	FDOT	FY 2025-26 STANDARD PLANS	CURB AND GUTTER	INDEX	SHEET
11/01/21					520-001	2 of 3

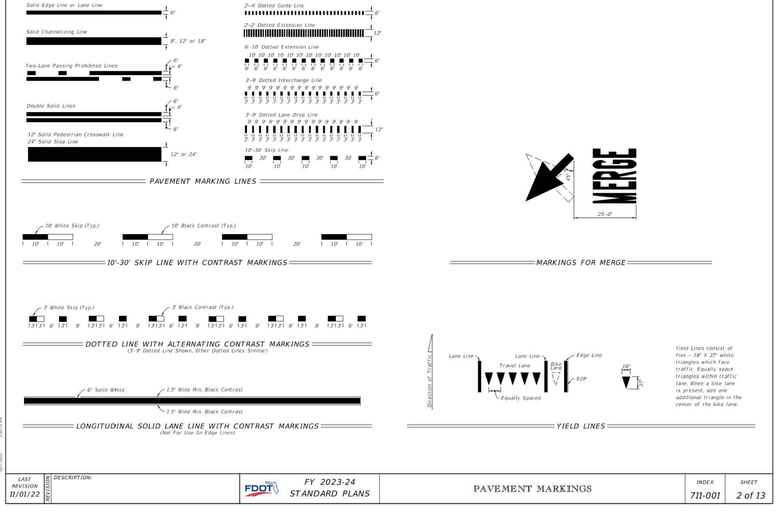
TABLE 1
WEIGHT OF CASTINGS (lb)

Frame Type	2'-0" OPENING			3'-0" OPENING		
	Frame	Cover (Solid)	Frame	2-Piece Cover		
				Inside/Outcurb	Inside	Total
I	155	190	220	190	220	410
II	145	190	205	190	220	410
III	90	190	180	190	220	410

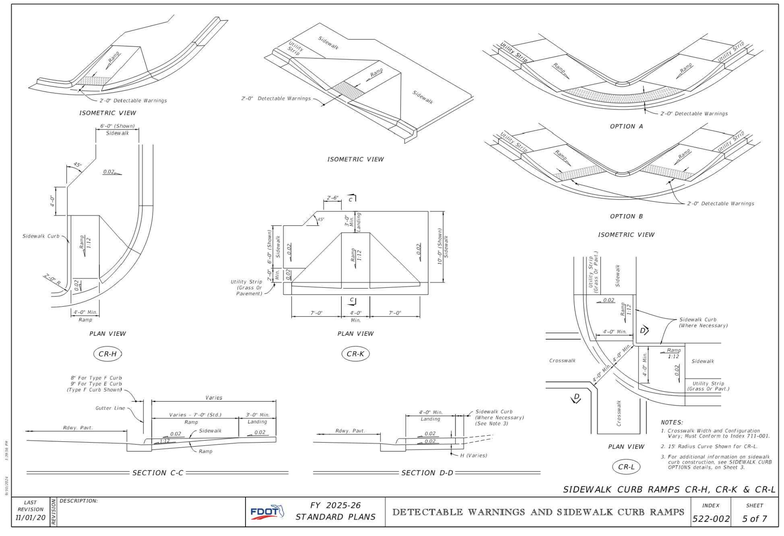
NOTE:
Frame Type I in Table 1, includes Adjustable frames.



LAST REVISION	DESCRIPTION:	FDOT	FY 2025-26 STANDARD PLANS	SUPPLEMENTARY DETAILS FOR DRAINAGE STRUCTURES	INDEX	SHEET
11/01/20					425-001	2 of 8



LAST REVISION	DESCRIPTION:	FDOT	FY 2023-24 STANDARD PLANS	PAVEMENT MARKINGS	INDEX	SHEET
11/01/22					711-001	2 of 13



LAST REVISION	DESCRIPTION:	FDOT	FY 2025-26 STANDARD PLANS	DETECTABLE WARNINGS AND SIDEWALK CURB RAMPS	INDEX	SHEET
11/01/20					522-002	5 of 7

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REVISIONS

REV	DATE	COMMENT	DRAWN BY / CHECKED BY
1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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PROJECT No.:	FLA230191.00-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM~
DATE:	10/23/2025
CAD I.D.:	P-CIVIL-OCDS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES at DISCOUNT PRICES

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
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FLORIDA BUSINESS CERT. OF AUTH. No. 30780

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SHEET TITLE:

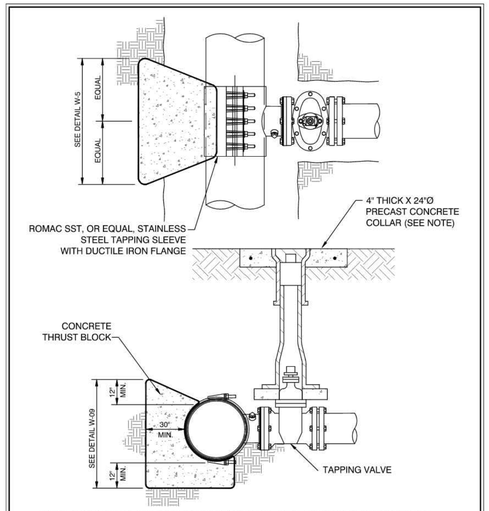
FDOT DETAILS

SHEET NUMBER:

C-902

REVISION 4 - 10/23/2025

Oct 23, 2025
H:\2023\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SET\CIVIL SITE PLAN\REV 0\AP-CIVIL-OCDS-FLA230191.00-0A.----->LAYOUT: C-902 OCDS



NOTE: TWO INCH (2") DIAMETER BRASS DISCS SHALL BE GLUED TO THE CLOSEST CURB INDICATING THE DIRECTION TO THE VALVE. GENERALLY, 2 DISCS SHALL BE REQUIRED FOR EACH VALVE (90° APART).

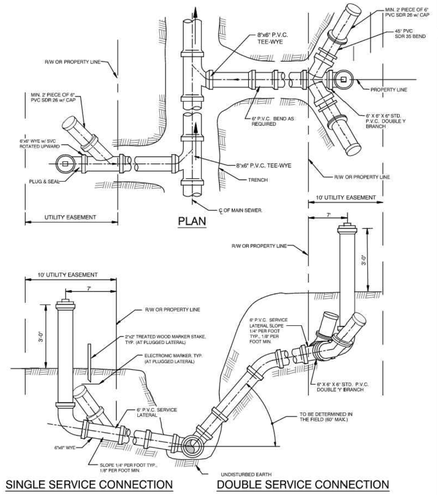
LATEST REVISION DATE : 05/04/2021 — NOT TO SCALE

CAULFIELD & WHEELER, INC. CIVIL ENGINEERING - LAND PLANNING LANDSCAPE ARCHITECTURE - SURVEYING 7900 GLADES ROAD - SUITE 100 BOCA RATON, FLORIDA 33434 PHONE (561) 392-1991 / FAX (561) 750-1452

TAPPING SLEEVE & VALVE DETAIL

SEMINOLE Improvement District — GU-04

FILE NAME: 04_SID GENERAL UTILITY DETAILS (GU).DWG



NOTES:
1. SERVICE LATERALS SHALL TERMINATE 7' INSIDE U.E AT PROPERTY LINE AT A HEIGHT OF 3 FEET ABOVE GRADE, PLUGGED WATERTIGHT AND MARKED WITH A 2"x2" TREATED STAKE AND ELECTRONIC MARKER
2. THE MINIMUM DIAMETER OF ALL SERVICE LATERALS SHALL BE 6 INCHES.
3. CONNECTION TO DISTRICT LATERAL SHALL BE MADE WITH A CLEANOUT.

LATEST REVISION DATE : 05/06/2021 — NOT TO SCALE

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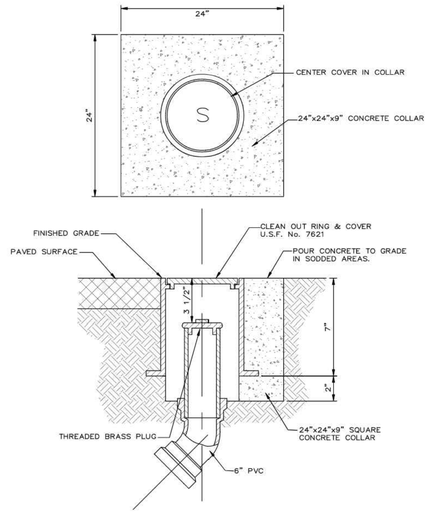
TYPICAL SEWER SERVICE CONNECTION

SEMINOLE Improvement District — SS-03

FILE NAME: 05_SID SANITARY SEWER DETAILS (SS).DWG



NOTES:
1. CLEANOUTS TO BE LOCATED IN GRASS AREA.
2. THE COVER TO BE MARKED "S".
3. CLEANOUTS TO BE INSTALLED PRIOR TO C/O.

LATEST REVISION DATE : 05/06/2021 — NOT TO SCALE

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TYPICAL CLEANOUT

SEMINOLE Improvement District — SS-04

FILE NAME: 05_SID SANITARY SEWER DETAILS (SS).DWG

GENERAL WATER NOTES

1. WATER SYSTEM COMPONENTS SHALL BE INSTALLED IN STRICT ACCORDANCE WITH ALL LOCAL CODES AND REGULATIONS, TESTED, CLEANED, DISINFECTED AND BACTERIOLOGICALLY CLEARED FOR SERVICE IN ACCORDANCE WITH THE LATEST AWWA STANDARDS AND CHAPTER 62-555, FLORIDA ADMINISTRATIVE CODE.

2. ALL PIPE SHALL BEAR THE "NSF" SEAL FOR POTABLE WATER.

3. WATER MAINS SHALL BE BLUE PVC CONFORMING TO AWWA C-900, DR 18. ALL COUPLINGS, CLEANING COMPOUNDS, SOLVENTS, LUBRICANTS, AND PIPE PREPARATION FOR LAYING, SHALL BE IN ACCORDANCE WITH THE MANUFACTURER'S LATEST RECOMMENDATIONS.

4. DEPTH OF WATER LINES FROM CROWN OF PIPE TO FINISHED GRADE SHALL BE 36".

5. WATER MAINS TO BE LOCATED 3' FROM RIGHT OF WAY, UNLESS OTHERWISE NOTED.

6. WHEN POOL EQUIPMENT IS TO BE INSTALLED AN AIR-GAP OF 3" MINIMUM SHALL BE MAINTAINED BETWEEN EQUIPMENT AND WATER AND SANITARY SYSTEMS.

7. ALL POTABLE WATER MAINS THAT ARE NOT BLUE PVC SHALL BE INSTALLED WITH IDENTIFIER TAPE LOCATED ON TOP OF PIPE & SECURED TAPE SHALL BE 3" VINYL BLUE IN COLOR WITH LETTERING INDICATING "POTABLE WATER" AT TWO FOOT INTERVALS ALONG TAPE.

LATEST REVISION DATE : 04/14/2021 — NOT TO SCALE

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POTABLE WATER NOTES (1 of 3)

SEMINOLE Improvement District — PW-01

FILE NAME: 07_SID POTABLE WATER DETAILS (PW).

POTABLE WATER CLEARANCE REQUIREMENTS

HORIZONTAL SEPARATION: BETWEEN UNDERGROUND WATER MAINS AND SANITARY OR STORM SEWERS, WASTEWATER OR STORMWATER FORCE MAIN, RECLAIMED WATER PIPELINES, AND ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEMS.

1. NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST FIVE FEET BETWEEN THE OUTSIDE OF THE WATERMAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED STORM SEWER, STORMWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER REGULATED UNDER PART III OF CHAPTER 62-610, F.A.C.

2. NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE HORIZONTAL DISTANCE OF TEN FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED VACUUM-TYPE SANITARY SEWER.

3. NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF TEN FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND THE OUTSIDE OF ANY EXISTING OR PROPOSED GRAVITY-OR PRESSURE-TYPE SANITARY SEWER, WASTEWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART III OF CHAPTER 62-610, F.A.C. THE MINIMUM HORIZONTAL SEPARATION DISTANCE BETWEEN WATER MAINS AND GRAVITY-TYPE SANITARY SEWERS SHALL BE REDUCED TO FIVE FEET WHERE THE BOTTOM OF THE WATER MAIN IS LAID AT LEAST TWELVE INCHES ABOVE THE TOP OF THE SEWER.

4. NEW OR RELOCATED, UNDERGROUND WATER MAINS SHALL BE LAID TO PROVIDE A HORIZONTAL DISTANCE OF AT LEAST TEN FEET BETWEEN THE OUTSIDE OF THE WATER MAIN AND ALL PARTS OF ANY EXISTING OR PROPOSED "ON-SITE SEWAGE TREATMENT AND DISPOSAL SYSTEM" AS DEFINED IN SECTION 381.0065(2), F.S., AND RULE 64E-6002, F.A.C.

5. WHERE AN UNDERGROUND WATER MAIN IS BEING LAID LESS THAN THE REQUIRED MINIMUM HORIZONTAL DISTANCE FROM ANOTHER PIPELINE AND WHERE AN UNDERGROUND WATER MAIN IS CROSSING ANOTHER PIPELINE AND JOINTS IN THE WATER MAIN ARE BEING LOCATED LESS THAN THE REQUIRED MINIMUM DISTANCE FROM JOINTS IN OTHER PIPELINE:
   A. USE OF PRESSURE-RATED PIPE CONFORMING TO THE AMERICAN WATER WORKS ASSOCIATION STANDARDS INCORPORATED INTO RULE 62-555.330, F.A.C., FOR THE OTHER PIPELINE IF IT IS GRAVITY-OR VACUUM-TYPE PIPELINE;
   B. USE WELDED, FUSED OR OTHERWISE RESTRAINED JOINTS FOR EITHER WATER MAIN OR THE OTHER PIPELINE; OR
   C. USE OF WATERTIGHT CASING PIPE OR CONCRETE ENCASEMENT AT LEAST FOUR INCHES THICK FOR EITHER THE WATER MAIN OR THE OTHER PIPELINE.

LATEST REVISION DATE : 9/05/18 — NOT TO SCALE

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POTABLE WATER NOTES (2 of 3)

SEMINOLE Improvement District — PW-02

FILE NAME: 07_SID POTABLE WATER DETAILS (PW).

POTABLE WATER CLEARANCE REQUIREMENTS

VERTICAL SEPARATION: BETWEEN UNDERGROUND WATER MAINS AND SANITARY OR STORM SEWERS, WASTEWATER OR STORMWATER FORCE MAIN, RECLAIMED WATER PIPELINES.

1. NEW OR RELOCATED, UNDERGROUND WATER MAINS CROSSING ANY EXISTING OR PROPOSED GRAVITY-OR VACUUM-TYPE SANITARY SEWER OR STORM SEWER SHALL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST TWELVE INCHES, AND PREFERABLY EIGHTEEN INCHES, ABOVE OR AT LEAST EIGHTEEN INCHES BELOW THE OUTSIDE OF THE OTHER PIPELINE. HOWEVER, IT IS PREFERABLE TO LAY THE WATER MAIN ABOVE THE OTHER PIPELINE.

2. NEW OR RELOCATED, UNDERGROUND WATER MAINS CROSSING ANY EXISTING OR PROPOSED PRESSURE-TYPE SANITARY SEWER, WASTEWATER OR STORMWATER FORCE MAIN, OR PIPELINE CONVEYING RECLAIMED WATER SHALL BE LAID SO THE OUTSIDE OF THE WATER MAIN IS AT LEAST EIGHTEEN INCHES ABOVE OR BELOW THE OUTSIDE OF THE OTHER PIPELINE. HOWEVER, IT IS PREFERABLE TO LAY THE WATER MAIN ABOVE THE OTHER PIPELINE.

3. AT THE UTILITY CROSSINGS DESCRIBED IN PARAGRAPHS 1 AND 2 ABOVE, ONE FULL LENGTH OF WATER MAIN PIPE SHALL BE CENTERED ABOVE OR BELOW THE OTHER PIPELINE SO THE WATER MAIN JOINTS WILL BE AS FAR AS POSSIBLE FROM THE OTHER PIPELINE. ALTERNATIVELY, AT SUCH CROSSINGS, THE PIPES SHALL BE ARRANGED SO THAT ALL WATER MAIN JOINTS ARE AT LEAST THREE FEET FROM ALL JOINTS IN VACUUM-TYPE SANITARY SEWERS, STORMSEWERS, STORMWATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER REGULATED UNDER PART III OF CHAPTER 62-610, F.A.C. AND AT LEAST SIX FEET FROM ALL JOINTS IN GRAVITY-OR PRESSURE-TYPE SANITARY SEWERS, WASTEWATER FORCE MAINS, OR PIPELINES CONVEYING RECLAIMED WATER NOT REGULATED UNDER PART III OF CHAPTER 62-610, F.A.C.

4. SEPARATION BETWEEN WATER MAINS AND SANITARY OR STORM SEWER MANHOLES.
   A. NO WATER MAIN SHALL PASS THROUGH, OR COME IN CONTACT WITH, ANY PART OF A SANITARY MANHOLE.
   B. WATER MAINS SHALL NOT BE CONSTRUCTED OR ALTERED TO PASS THROUGH, OR COME INTO CONTACT WITH ANY PART OF A STORM SEWER MANHOLE OR INLET STRUCTURE.

5. WHERE AN UNDERGROUND WATER MAIN IS BEING LAID LESS THAN THREE FEET HORIZONTALLY FROM ANOTHER PIPELINE AND WHERE AN UNDERGROUND WATER MAIN IS CROSSING ANOTHER PIPELINE AND IS BEING LAID LESS THAN THE REQUIRED MINIMUM VERTICAL DISTANCE FROM THE OTHER PIPELINE:
   A. USE OF PIPE, OR CASING PIPE, HAVING HIGH IMPACT STRENGTH (I.E., HAVING AN IMPACT STRENGTH AT LEAST EQUAL TO THAT OF 0.25-INCH-THICK DUCTILE IRON PIPE) OR CONCRETE ENCASEMENT AT LEAST FOUR INCHES THICK FOR THE WATER MAIN: AND
   B. USE OF PIPE, OR CASING PIPE, HAVING HIGH IMPACT STRENGTH (I.E., HAVING AN IMPACT STRENGTH AT LEAST EQUAL TO THAT OF 0.25-INCH-THICK DUCTILE IRON PIPE) OR CONCRETE ENCASEMENT AT LEAST FOUR INCHEST THICK FOR THE OTHER PIPELINE IF IT IS NEW AND IS CONVEYING WASTEWATER OR RECLAIMED WATER.

LATEST REVISION DATE : 9/05/18 — NOT TO SCALE

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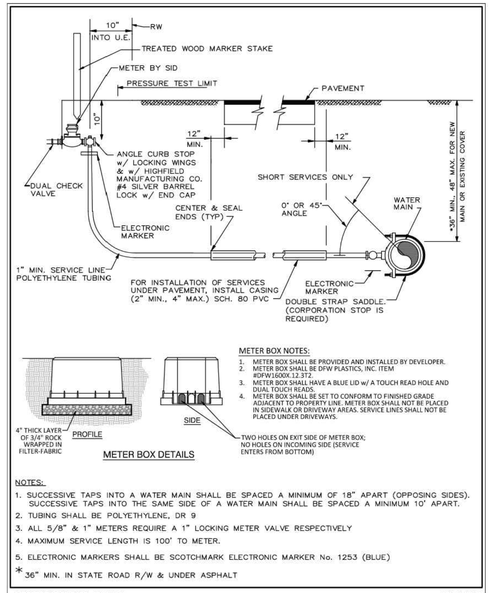
POTABLE WATER NOTES (3 of 3)

SEMINOLE Improvement District — PW-03

FILE NAME: 07_SID POTABLE WATER DETAILS (PW).



METER BOX NOTES:
1. METER BOX SHALL BE PROVIDED AND INSTALLED BY DEVELOPER.
2. METER BOX SHALL BE DFW PLASTICS, INC. ITEM #DFW1560X 12 372.
3. METER BOX SHALL HAVE A BLUE LID w/ A TOUCH READ HOLE AND DUAL TOUCH READS.
4. METER BOX SHALL BE SET TO CONFORM TO FINISHED GRADE ADJACENT TO PROPERTY LINE. METER BOX SHALL NOT BE PLACED IN SIDEWALK OR DRIVEWAY AREAS. SERVICE LINES SHALL NOT BE PLACED UNDER DRIVEWAYS.

NOTES:
1. SUCCESSIVE TAPS INTO A WATER MAIN SHALL BE SPACED A MINIMUM OF 18" APART (OPPOSING SIDES). SUCCESSIVE TAPS INTO THE SAME SIDE OF A WATER MAIN SHALL BE SPACED A MINIMUM 10' APART.
2. TUBING SHALL BE POLYETHYLENE, DR 9
3. ALL 5/8" & 1" METERS REQUIRE A 1" LOCKING METER VALVE RESPECTIVELY
4. MAXIMUM SERVICE LENGTH IS 100' TO METER.
5. ELECTRONIC MARKERS SHALL BE SCOTCHMARK ELECTRONIC MARKER No. 1253 (BLUE)
* 36" MIN. IN STATE ROAD R/W & UNDER ASPHALT

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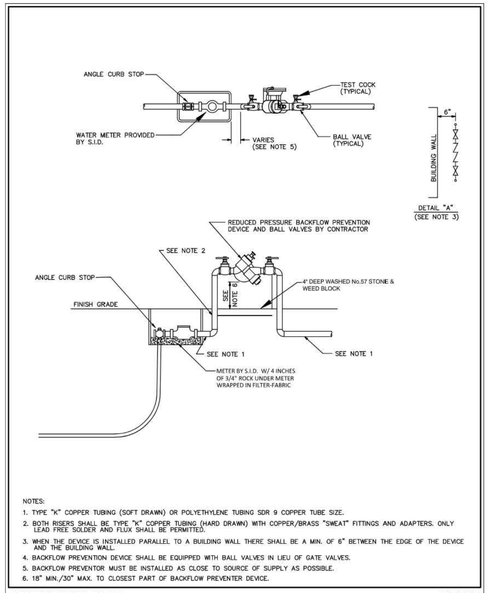
TYPICAL SERVICE CONNECTION FOR 5/8", 1", OR 2" METER

SEMINOLE Improvement District — PW-04

FILE NAME: 07_SID POTABLE WATER DETAILS (PW).



NOTES:
1. TYPE "K" COPPER TUBING (SOFT DRAWN) OR POLYETHYLENE TUBING SDR 9 COPPER TUBE SIZE.
2. BOTH RISERS SHALL BE TYPE "K" COPPER TUBING (HARD DRAWN) WITH COPPER/BRASS "SWEAT" FITTINGS AND ADAPTERS. ONLY LEAD FREE SOLDER AND FLUX SHALL BE PERMITTED.
3. WHEN THE DEVICE IS INSTALLED PARALLEL TO A BUILDING WALL THERE SHALL BE A MIN. OF 6" BETWEEN THE EDGE OF THE DEVICE AND THE BUILDING WALL.
4. BACKFLOW PREVENTION DEVICE SHALL BE EQUIPPED WITH BALL VALVES IN LIEU OF GATE VALVES.
5. BACKFLOW PREVENTOR MUST BE INSTALLED AS CLOSE TO SOURCE OF SUPPLY AS POSSIBLE.
6. 18" MIN./30" MAX. TO CLOSEST PART OF BACKFLOW PREVENTER DEVICE.

LATEST REVISION DATE : 05/04/2021 — NOT TO SCALE

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TYPICAL COMMERCIAL METER, BACKFLOW PREVENTION DETAIL

SEMINOLE Improvement District — PW-06

FILE NAME: 07_SID POTABLE WATER DETAILS (PW).

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PROJECT No.: FLA230191.00-0A
DRAWN BY: ~AH/MV~
CHECKED BY: ~KD/KM ~
DATE: 10/23/2025
CAD I.D.: P-CIVIL-OCDS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - DISCOUNT PRICES

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER™
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
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SEMINOLE IMPROVEMENT DISTRICT DETAILS

SHEET NUMBER:

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REVISION 4 - 10/23/2025

Oct 23, 2025
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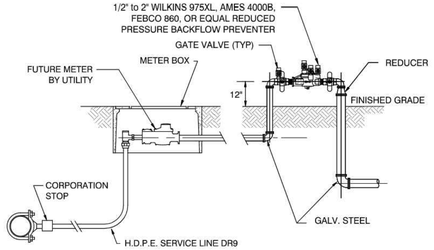
KD



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LATEST REVISION DATE : 09/05/18 — NOT TO SCALE

CAULFIELD & WHEELER, INC. — CIVIL ENGINEERING - LAND PLANNING - LANDSCAPE ARCHITECTURE - SURVEYING — 7900 GLADES ROAD - SUITE 100, BOCA RATON, FLORIDA 33434, PHONE (561) 392-1991 / FAX (561) 750-1452

BACKFLOW PREVENTER ASSEMBLY DETAIL — SEMINOLE Improvement District — PW-07

FILE NAME: 07_SID POTABLE WATER DETAILS (PW)

GENERAL REUSE AND NON-POTABLE IRRIGATION NOTES

1. ALL REUSE AND NON-POTABLE IRRIGATION PIPING TO BE A SOLID PURPLE COLOR.

2. REUSE MAINS SHALL BE PVC CONFORMING TO AWWA C-900, DR 18. ALL COUPLINGS, CLEANING COMPOUNDS, SOLVENTS, LUBRICANTS, AND PIPE PREPARATION, FOR LAYING, SHALL BE IN ACCORDANCE WITH THE PIPE MANUFACTURER'S LATEST RECOMMENDATIONS.

3. DEPTH OF REUSE AND NON-POTABLE IRRIGATION LINES TO BE 48" BELOW FINISHED GRADE.

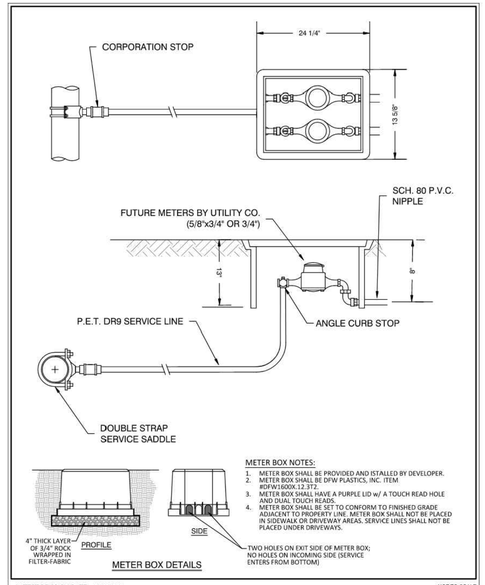
4. ALL REUSE AND NON-POTABLE IRRIGATION MAINS THAT ARE NOT PURPLE PVC SHALL BE INSTALLED WITH IDENTIFIER TAPE LOCATED ON TOP OF PIPE & SECURED TAPE SHALL BE 3" VINYL PURPLE IN COLOR WITH LETTERING INDICATING "REUSE" OR "NON-POTABLE IRRIGATION" AT TWO FOOT INTERVALS ALONG TAPE.

LATEST REVISION DATE : 09/05/18 — NOT TO SCALE

CAULFIELD & WHEELER, INC. — CIVIL ENGINEERING - LAND PLANNING - LANDSCAPE ARCHITECTURE - SURVEYING — 7900 GLADES ROAD - SUITE 100, BOCA RATON, FLORIDA 33434, PHONE (561) 392-1991 / FAX (561) 750-1452

RECLAIMED WATER NOTES — SEMINOLE Improvement District — RW-01

FILE NAME: 08_SID RECLAIMED WATER DETAILS (RW)

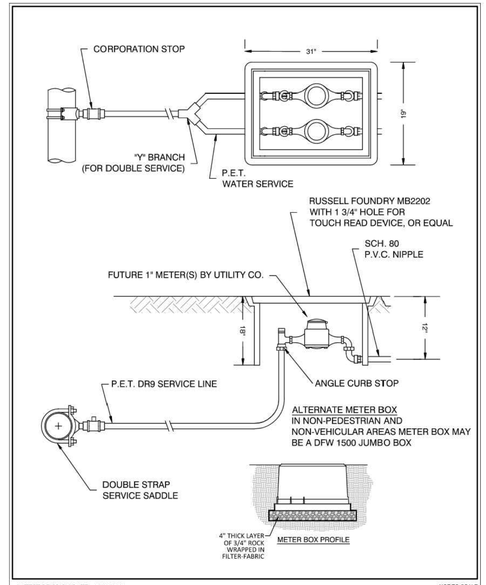


LATEST REVISION DATE : 05/04/2021 — NOT TO SCALE

CAULFIELD & WHEELER, INC. — CIVIL ENGINEERING - LAND PLANNING - LANDSCAPE ARCHITECTURE - SURVEYING — 7900 GLADES ROAD - SUITE 100, BOCA RATON, FLORIDA 33434, PHONE (561) 392-1991 / FAX (561) 750-1452

RECLAIMED WATER METER ASSEMBLY DETAIL — SEMINOLE Improvement District — RW-02

FILE NAME: 08_SID RECLAIMED WATER DETAILS (RW)



LATEST REVISION DATE : 05/04/2021 — NOT TO SCALE

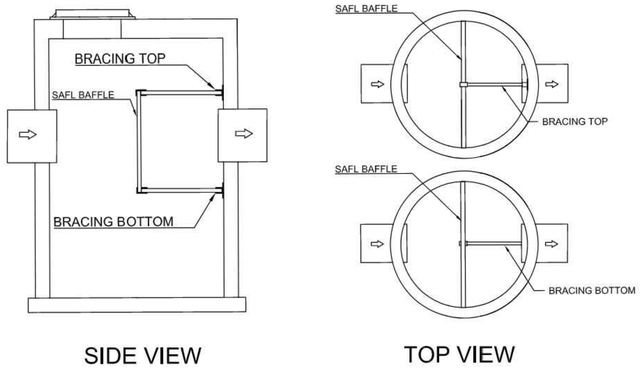
CAULFIELD & WHEELER, INC. — CIVIL ENGINEERING - LAND PLANNING - LANDSCAPE ARCHITECTURE - SURVEYING — 7900 GLADES ROAD - SUITE 100, BOCA RATON, FLORIDA 33434, PHONE (561) 392-1991 / FAX (561) 750-1452

1 IN. RECLAIMED WATER METER ASSEMBLY DETAIL — SEMINOLE Improvement District — RW-03

FILE NAME: 08_SID RECLAIMED WATER DETAILS (RW)

Rev A (11-12-2020)

SAFL BAFFLE BRACING REQUIREMENTS



SIDE VIEW — TOP VIEW

Guidance for Cross Bracing - SAFL Baffle

Pipe Inside Diameter (inches)	Bracing Needed Above This Flow (CFS)	Max Flow with 2 Braces (1 top, bottom)	Max Flow with 4 Braces (2 top, 2 bottom)
24	20	30	40
30	30	45	60
36	40	60	75
42	55	70	90
48	75	105	130
60	110	160	200

Note: Flows shown are maximum design flows with a slope of less than 3%. Contact Upstream Technologies if pipe slopes are 3% or greater.

Also see: Stacking Guide & Sizing Guide

PATENT PROTECTED Patents: US #8663466B2 - US #8715507B2 - US #9506237B2 - CA #2742207

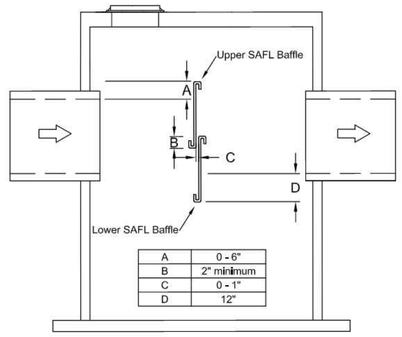
This generic detail does not encompass the sizing, fit, and applicability of the SAFL Baffle for this specific project. It is the ultimate responsibility of the design engineer to assure that the design is in compliance with all applicable laws and regulations. The SAFL Baffle is a patented technology of Upstream Technologies, Inc. Upstream Technologies does not approve plans, sizing, or system designs.

SAFL BAFFLE BRACING DETAIL
UPSTREAM TECHNOLOGIES INC.
5201 East River Road, Suite 303
Fridley, MN 55421
651-237-5123

SAFL BAFFLE

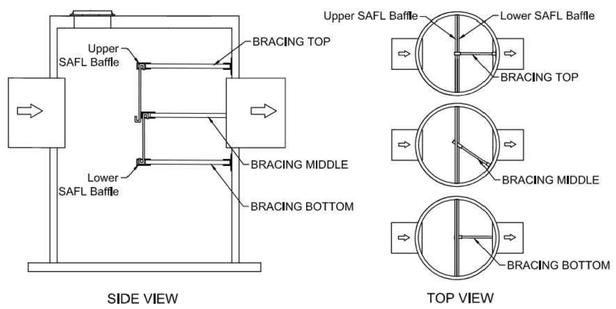
Rev A (11-12-2020)

SAFL BAFFLE STACKING REQUIREMENTS



A	0 - 6"
B	2" minimum
C	0 - 1"
D	12"

Bracing for Stacked Baffles



SIDE VIEW — TOP VIEW

Also see: Bracing Guide & Sizing Guide

PATENT PROTECTED Patents: US #8663466B2 - US #8715507B2 - US #9506237B2 - CA #2742207

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SAFL BAFFLE STACKING DETAIL
UPSTREAM TECHNOLOGIES INC.
5201 East River Road, Suite 303
Fridley, MN 55421
651-237-5123
www.upstreamtechnologies.us

SAFL BAFFLE

Oct 23, 2025

BOHLER
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LAND SURVEYING
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LANDSCAPE ARCHITECTURE
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REV	DATE	COMMENT	DRAWN BY / CHECKED BY
1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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PROJECT No.: FLA230191.00-0A
DRAWN BY: ~AH/MJV~
CHECKED BY: ~KD/KM ~
DATE: 10/23/2025
CAD I.D.: P-CIVL-OCDS

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES — DISCOUNT PRICES

1 MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

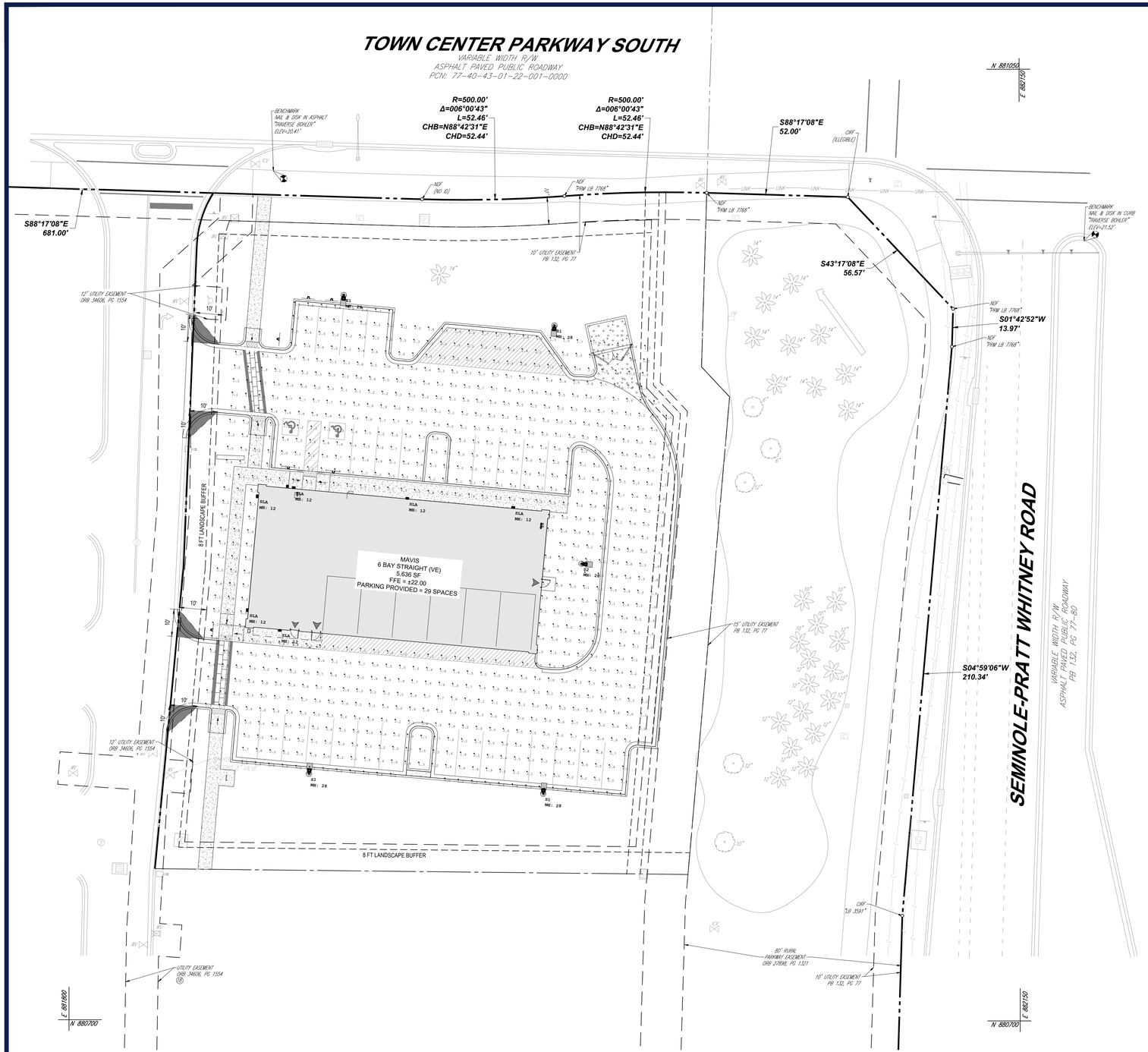
BOHLER
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

SHEET TITLE:
SEMINOLE IMPROVEMENT DISTRICT DETAILS

SHEET NUMBER:
C-904

REVISION 4 - 10/23/2025



Oct 23, 2025
H:\2023\FLA230191.00\ENGINEERING\CAD\DRAWINGS\PLAN SETS\CIVIL SITE PLAN\REV_0\AP-CIVIL-LGHT-FLA230191.00-0A-----LAYOUT(L-201 LGHT
KD

BOHLER™

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REVISIONS

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1	7/14/2025	1ST ROUND OF COMMENTS	AH / KD
2	8/11/2025	2ND ROUND OF COMMENTS	AH / KD
3	08/14/2025	QAQC COMMENTS	AH / KD
4	10/23/2025	3RD ROUND OF COMMENTS	KD / KD

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PROJECT No.:	FLA230191.00-0A
DRAWN BY:	~AH/MV~
CHECKED BY:	~KD/KM ~
DATE:	10/23/2025
CAD I.D.:	P-CIVL-LGHT

PROJECT:

SITE CONSTRUCTION PLANS

FOR

MAVIS TIRES & BRAKES - CITY OF WESTLAKE
16775 PERSIMMON BLVD
WESTLAKE, FL 33470
CITY OF WESTLAKE
S 01, T 43S, R 40E

BOHLER™
600 N. WESTSHORE BLVD. SUITE 950
TAMPA, FLORIDA 33609
Phone: (813) 812-4100
Fax: (813) 812-4101
FLORIDA BUSINESS CERT. OF AUTH. No. 30780

This item has been digitally signed and sealed by Kayla M. Dedrick PE on the date adjacent to the seal. Signature must be verified on any electronic copies.

SHEET TITLE:

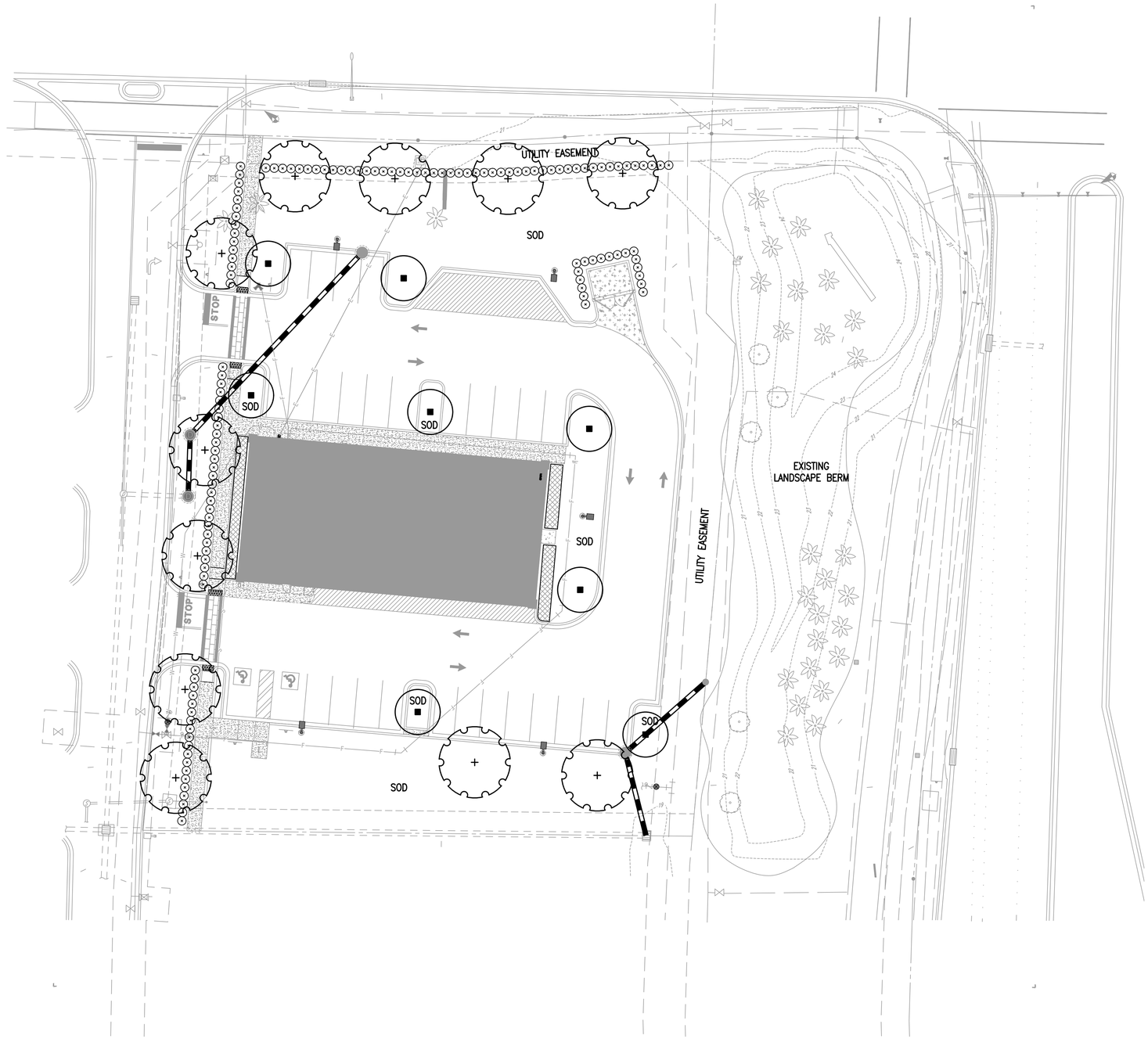
LIGHTING PLAN

SHEET NUMBER:

L-201

REVISION 4 - 10/23/2025

THIS PLAN TO BE UTILIZED FOR LIGHTING PURPOSES ONLY



Plant List – Mavis Loxahatchee				
CNT	SYM	BOTANICAL	COMMON	SPECIFICATIONS
Trees				
8	MGD	Magnolia grandiflora	DD Blanchard Magnolia	10' ht., 4' spr., 3" cal.
11	QV	Quercus virginiana	Live Oak	10' ht., 4' spr., 3" cal.
Shrubs & Groundcover				
128	VS	Viburnum suspensum	Sandankwa Viburnum	3 gal., 24–30" ht. x 14" spr., 36" o.c.
46	MC	Muhlenbergia capillaris	Muhly Grass	1 gal., 36" o.c.
Sod & Mulch				
	MULCH		Mini Pine Bark	3" Depth
	SOD	Paspalum notatum	Bahia Sod	solid sod, weed free, count by contractor

PLANT SYMBOLS

- MAGNOLIA
- LIVE OAK
- VIBURNUM
- MUHLY GRASS

NOTES:

1) Irrigation system to be a permanent system.

2) The irrigation plan shall be designed and installed to conform to this Code.

3) All plant material shall be FL. Grade #1 and "Florida Friendly".

N

GRAPHIC SCALE

20' 0' 10' 20' 40'

1 inch = 20 ft.

IF LESS THAN 24"x36" SHEET HAS BEEN REDUCED, ADJUST THE SCALE TO THE DRAWING ACCORDINGLY.

Digitally signed by Robert R Buchanan
Date: 2025.07.28 11:14:47 -04'00'

LANDSCAPE ARCHITECT:
Robert R. Buchanan LA0000932

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FLORIDA LAW REQUIRES EXCAVATORS TO NOTIFY OWNERS OF UNDERGROUND FACILITIES BEFORE YOU DIG (2) DAYS PRIOR TO EXCAVATION

CONTRACTOR MUST REVIEW ALL GENERAL LANDSCAPE NOTES PRIOR TO BIDDING AND CONSTRUCTION

Bohler Engineering FL, LLC
600 North Westshore Blvd., Suite 950
Tampa, FL 33609

LANDSCAPE Dynamics
LANDSCAPE ARCHITECTS AND PLANNERS, LLC

P.O. BOX 2852 - Winter Park, Florida 32790-2852 - Phone 407-579-1811 - Email randy@landscapedynamics.com

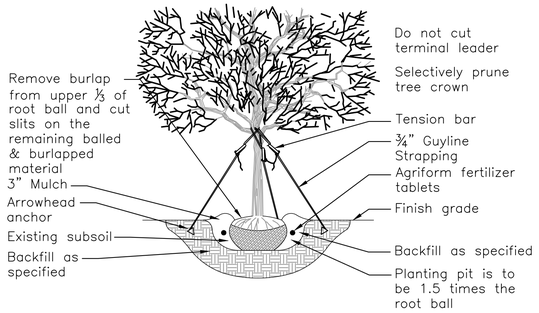
REVISIONS
1) 7/27/25 Comments
2)
3)
4)
5)
6)
7)
8)

Landscape Plan

Mavis Loxahatchee
Loxahatchee Groves, Florida

DATE: 05-13-25
JOB # 2025-016
PERMIT #
DRAWN BY: BRB
FILE NAME: LANDSCAPE
SCALE: 1: 20

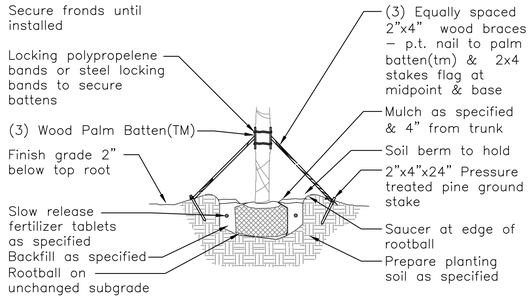
L100



PRO20:
For up to 2" Caliper Trees
(3) ARBORGUY™ Guylines 3/4" x 12' = 600 lb test Black or Green, UV resistant, polypropylene strapping
(3) "Tool–Free" Tension Bars™
(3) Arrowhead *Anchors (4" x 3–3/4")

PRO40:
For up to 4" Caliper Trees
(3) ARBORGUY™ Guylines 1"x12'= 600 lb test, Black or Green, UV resistant polypropylene strapping
(3) "Tool–Free" Tension Bars™
(3) Arrowhead Anchors (4–3/4"x3–3/4")

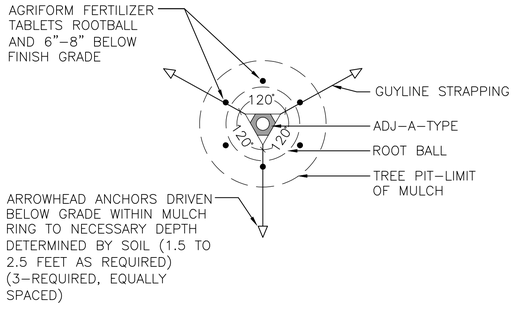
1 L200 ARBORGUY PRO20/PRO40 STAKING AND PLANTING DETAIL
SCALE= N.T.S.



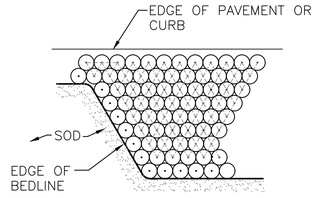
PBKM(Metal Bands)
(3) 1 1/2"x3 1/2"x12" (2x4 wood) battens with 5 layers of burlap backing and (4) staple guides for banding, pre–notched (to accept 2"x4"x8' support braces)
(2) 44" plated carbon steel bands with tensioning and locking screw / clamp

PBKC (Polypropelene Bands)
(3) 1 1/2"x3 1/2"x12" (2x4 wood) battens with 5 layers of burlap backing and (4) staple guides for banding, pre–notched (to accept 2"x4"x8' support braces)
(2) 8'x1", 600 lb test webbing bands with metal spring locking clamps

2 L200 ARBORGUY PALM BATTEN DETAIL
SCALE= N.T.S.

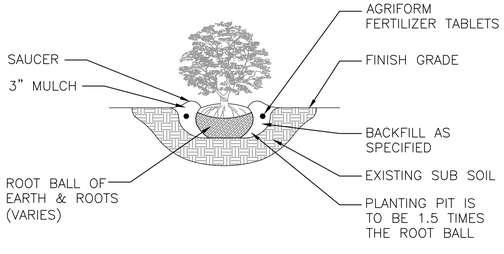


3 L200 TREE STAKING DETAIL
SCALE= N.T.S.

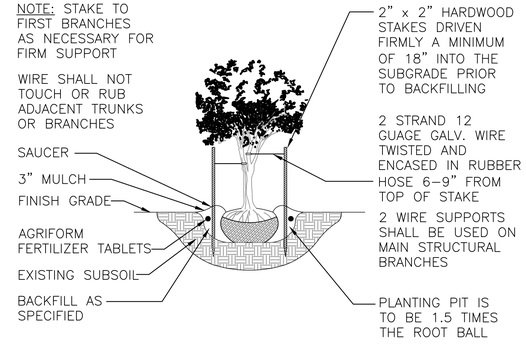


NOTE: FORM EDGE OF BED, THEN FILL IN BED AT TRIANGULAR SPACING AS SPECIFIED ON PLANT LIST.

4 L200 TYPICAL SPACING DETAIL
SCALE= N.T.S.



5 L200 TYPICAL SHRUB/GROUNDCOVER PLANTING DETAIL
SCALE= N.T.S.



6 L200 MULTI–TRUNK STAKING DETAIL
SCALE= N.T.S.

GENERAL LANDSCAPE NOTES:

Failure to notify Landscape Architect of plan, detail, or specification discrepancies prior to construction, makes contractor responsible for all costs incurred for construction charges, not the owner or his representative (Landscape Dynamics) The Owner must maintain the height of all plants within the "Line–Of–Site" triangle area to a height of no greater than 24" above grade for shrubs and groundcover, and tree branching no lower than 72" above finish grade, to ensure clear site line views toward traffic at road and driveway intersections. Landscape Dynamics is not responsible for continued maintenance of such plant material. The owner, leasing company and/or the landscape maintenance company accepts full responsibility for these maintenance requirements.

–Landscape contractor (LC) shall be responsible for all materials and work called for on the landscape plans and in the landscape notes and legend. Plant specifications are minimum acceptable sizes. Plans shall rule if there are any quantity discrepancies between the legend and plans. Final quantity takeoffs are the responsibility of the LC. Notify the Landscape Architect of any discrepancies.
–LC shall comply with all local codes and ordinances and obtain all permits and bonds necessary to construct the project.
–LC shall coordinate their work with other contractors to assure efficient and timely completion of the work.
–LC shall be responsible for supplying all materials, labor, and equipment for the performance of their portion of the work.
–LC to verify all existing grades, dimensions, adequate drainage, suitable planting soil and field conditions and notify owner of discrepancies before proceeding with work. Per FL Statutes, LC to call Sunshine State One (811) 72 hours prior to digging to have all utilities located.
–LC to protect existing utilities, structures, surfaces, and vegetation noted to be saved and be responsible for repair/replacement.
–Protect trees to be saved per detail. Vehicle parking, material storage, or soil removal/addition is not permitted within driplines.
–Round–Up shall be applied twice at ten day intervals onto all existing vegetation, sod, and groundcover areas that are to be replanted. Extreme care shall be taken to prevent overspray and/or drift onto existing plant material to be saved. Mfr's recommendations shall be followed. Remaining weeds and their roots shall be removed by hand prior to installation of plants. Resprouting weeds and plants are the responsibility of the LC through the one year warranty period.
–All plant materials shall be graded Florida No. 1 or better as outlined under current Grades and Standards for Nursery Plants, Division of Plant Industry, State of Florida, unless otherwise noted. All plants not listed shall conform to a Florida No. 1 or better as to: (1) health and vitality, (2) condition of foliage, (3) root system, (4) freedom from pest or mechanical damage, (5) heavily branched and densely foliated according to the accepted normal shape of the species. LC to obtain written certification from nurseries that plant materials are Florida No. 1 or better. Trees up to 4" caliper measured at 6" above soil line and over 4" caliper at 12" above soil line unless otherwise noted. All specifications to be met or exceeded unless otherwise noted. All rootballs and containers to be free of weeds and their roots.
–Planting soil of Fla. peat mixed 1/2 with clean topsoil for the backfilling of plant pits and beds shall be required only if existing soil is unsuitable for planting and/or contains lime rock or construction debris (to be removed).
–Trees and palms shall be installed so their top main root at the trunk is visible and 2" above finished grade. If root is buried, remove soil from the top of the rootball prior to installation. Do not apply the 1 ½" of mulch to the top of the rootball until after inspection of each tree or palm.
–Landscape Architect is not responsible for adverse soil or drainage conditions, determining sub–surface soil conditions, underground objects/utilities or the accuracy of property lines or information portrayed on surveys or on documents or plans provided by others. Owner or their agent is solely responsible for future maintenance of all plantings to maintain safe visibility within all visibility sight triangles and vehicular use and pedestrian areas within and immediately adjacent to the site.
–Finished grade prior to mulching or sodding to be 3" below top of adjacent surfaces such as walks, curbs and driveways extending perpendicularly from the surface edge for a minimum distance of 18". See detail.
–All palms, trees, shrubs, and groundcovers shall be fertilized with Agriform 20–10–5 or SierraTabs 16–8–12 planting tablets. One tablet/ 1 gal, 2 tablets/ 3 gal, 3 tablets/ 5 or 7 gal, 4 tablets/ 10 gal and one tablet/ each 1/2" of tree trunk diameter. Application shall be as per the details and mfr's recommendation.
–All planting beds (except for annuals) and trees to receive med. pine bark mulch. Due to environmental concerns, cypress mulch shall NOT be used. All tree rootballs (which require 4 foot wide mulch rings in turf areas) shall be mulched to a maximum 1 ½" depth (to aid water penetration) following inspection. All other planting beds to receive a 3" depth. Mulch shall not touch trunks or stems or be applied within the crowns of groundcovers or over their branches or foliage. Mulch is to be applied by hand and shall not be "blown in".
–LC to maintain all plant material in a plumb, upright and stable condition. All trees/palms to be guyed/staked as per details.
–LC to remove all bags (unless biodegradable), tags, ties, wires, ropes, stakes and nursery attachments from all plant material.
–LC shall be responsible to keep plant material in a healthy, hand watered, insect/pest free condition until owner's final acceptance.
–LC to provide a one–year warranty for trees/palms, shrubs, groundcovers, and vines and thirty days for sod. Warranty period shall start with final acceptance by owner. All plant material shall be alive and in satisfactory growth at the end of the warranty period. Replacement plant material shall be warranted for ninety days (sod for thirty days) from replacement date.
Warranty shall apply only to material that dies due to poor quality, improper handling, or installation practices. Generally, material transplanted on–site shall not be warranted. Adverse weather conditions shall not apply. Proper watering and maintenance are the owner's responsibility during the warranty period.
–Provide 100% coverage of all landscape areas using automatic underground irrigation system with rain sensor.

IF LESS THAN 24"X36" SHEET HAS BEEN REDUCED, ADJUST THE SCALE TO THE DRAWING ACCORDINGLY.

Digitally signed by Robert R Buchanan
Date: 2025.07.28 11:15:16 -04'00'

LANDSCAPE ARCHITECT:
Robert R. Buchanan LA0000932

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Bohler Engineering FL, LLC
600 North Westshore Blvd., Suite 950
Tampa, FL 33609

LANDSCAPE Dynamics
LANDSCAPE ARCHITECTS AND PLANNERS, LLC

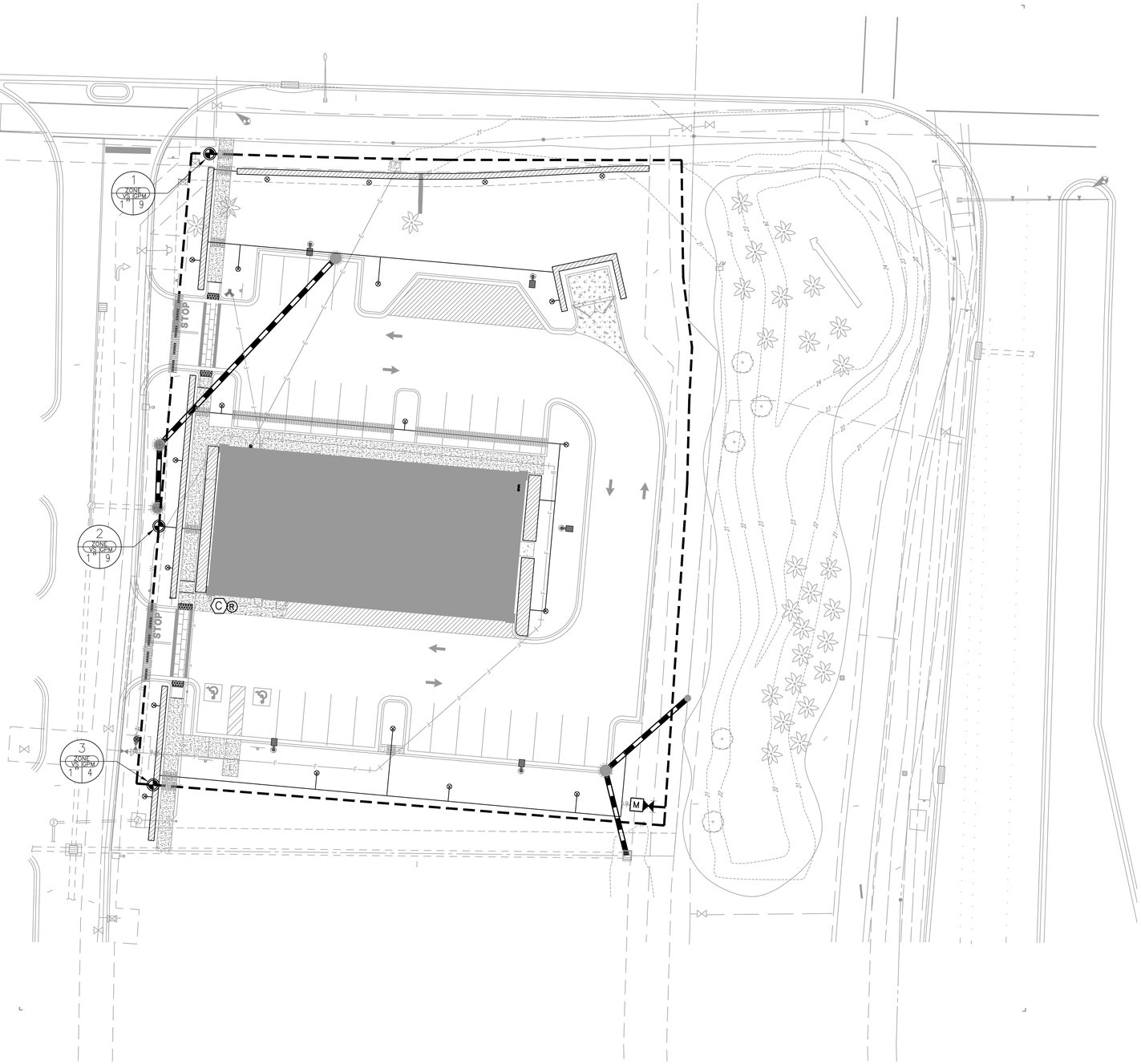
P.O. BOX 2852 - Winter Park, Florida 32790-2852 - Phone 407-579-1811 - Email randy@landscapedynamics.com

Landscape Details and Specs.
Mavis Loxahatchee
Loxahatchee Groves, Florida

REVISIONS
1) 7/27/25 Comments
2)
3)
4)
5)
6)
7)
8)

DATE: 05-13-25
JOB # 2025-016
PERMIT #
DRAWN BY: BRB
FILE NAME: LANDSCAPE
SCALE: N.T.S.

L200



IRRIGATION SYMBOLS:

- RAINBIRD 1804–SAM–PRS (4" SPRAY) **(PURPLE)**
- RAINBIRD 1806–SAM–PRS (6" SPRAY) **(PURPLE)**
- RAINBIRD 1812–SAM–PRS (12" SPRAY) **(PURPLE)**
- RAINBIRD 1812–SAM–PRS (12" SPRAY ON RISER) **(PURPLE)**
- (2) XERI–BUBBLER ON 1/4" TUBING **(PURPLE)**
- (2) XERI–BUG EMITTER ON 1/4" TUBING **(PURPLE)** (2 PER SHRUB – NOT SHOWN)
- RAINBIRD 3500 SERIES (ROTOR) **(PURPLE)**
- RAINBIRD 5500 SERIES (ROTOR) **(PURPLE)**
- PEB SERIES ELECTRIC REMOTE–CONTROL VALVE **(PURPLE)**
- CONTROL ZONE KIT WITH PRESSURE REGULATING BACKFLUSH FILTER **(PURPLE)**
- (C) RAINBIRD ESP–MC PLASTIC WALL–MOUNT (CONTROLLER) **(PURPLE)**
- (R) RAINBIRD RSD–CEx ROOF CONDUIT (RAIN SENSOR) **(PURPLE)**
- BACKFLOW PREVENTER
- (M) 1" WATER METER **(PURPLE)**
- CLASS 200 PVC LATERAL LINE **(PURPLE)**
- CLASS 200 PVC LATERAL ROTOR LINE **(PURPLE)**
- POLYETHYLENE TUBING BUBBLER LINE **(PURPLE)**
- LANDSCAPE DRIPLINE TUBING **(PURPLE)**
- LANDSCAPE DRIP AREA **(PURPLE)** (TUBING AND EMITTERS 12" O.C.)
- 1½" PVC LATERAL MAINLINE **(PURPLE)**

NOTE: (PIPE TO BE SIZED NOT TO EXCEED A VELOCITY OF 5 FPS / MAX. PSI LOSS IN ZONE LINES NOT TO EXCEED 10% OF OPERATING PSI) MINIMUM PIPE SIZE TO BE ¾"

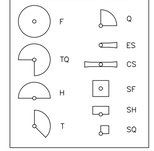
- PVC SCH 40 SOLVENT WELD SLEEVE PIPE (SL.) – SIZE TO BE DOUBLE THAT OF THE LATERAL LINE **(PURPLE)**
- POINT OF CONNECTION – PVC TO DRIP TUBING

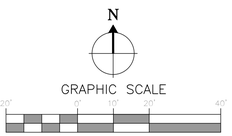
GENERAL IRRIGATION NOTES:

1) REFER TO THE LANDSCAPE PLANS WHEN TRENCHING TO AVOID TREES AND SHRUBS. HAND DIG AROUND ANY EXISTING TREES. DO NOT CUT ANY ROOTS OVER 2" IN DIAMETER.
2) ALL MAINLINE PIPING SHALL BE BURIED TO A MINIMUM DEPTH OF 18" OF COVER. ALL LATERAL PIPING SHALL BE BURIED TO A MINIMUM DEPTH OF 12" OF COVER.
3) ALL POP–UP ROTORS AND SPRAYS SHALL BE INSTALLED USING A PVC SWING PIPE CONNECTION. DO NOT USE POLYETHYLENE PIPE.
4) ADJUST ALL NOZZLES TO REDUCE WATER WASTE ON HARD SURFACES & BLDG. WALLS. THROTTLE ALL VALVES ON SHRUB LINES AS REQUIRED TO PREVENT FOGGING. USE ADJUSTABLE NOZZLES WHERE REQUIRED TO AVOID ANY WATER ON BUILDING WINDOWS.
5) ALL CONTROL WIRE SPLICES SHALL BE MADE IN VALVE BOXES USING KING "ONE STEP" CONNECTORS AND SEALANT WITH WIRE NUTS.
6) THE CONTRACTOR SHALL PREPARE AN AS–BUILT DRAWING SHOWING ALL IRRIGATION INSTALLATION. THE CONTRACTOR SHALL NEATLY MARK IN RED INK ON A WHITE BOND PAPER COPY OF THE IRRIGATION PLAN ANY INSTALLATION THAT DEVIATES FROM THE PLAN. THE AS–BUILT DRAWING SHALL ALSO LOCATE ALL MAINLINE AND VALVES BY SHOWING EXACT MEASUREMENTS FROM HARD SURFACES. MEASUREMENTS SHALL BE MARKED ON THE PLAN EVEN WHEN THE EQUIPMENT IS INSTALLED IN THE EXACT LOCATION AS THE PLAN.
7) ALL VALVES, GATE VALVES AND QUICK COUPLERS SHALL BE INSTALLED IN VALVE BOXES. THE VALVE BOXES SHALL BE PURPLE WHEN USING REUSE WATER.
8) ANY PIPING SHOWN OUTSIDE THE PROPERTY LINE OR RUNNING OUTSIDE A LANDSCAPE AREA IS SHOWN THERE FOR CLARITY ONLY. ALL LINES SHALL BE INSTALLED ON THE PROPERTY AND INSIDE THE LANDSCAPE AREAS OR INSIDE A SCH. 40 SLEEVE.
9) THE EXACT HEIGHT OF ANY 12" POP–UP THAT IS SHOWN IN A SHRUB BED SHALL BE DETERMINED BY THE OWNER'S REPRESENTATIVE IN THE FIELD.
10) THE CONTRACTOR SHALL EXERCISE CARE SO AS NOT TO DAMAGE ANY EXISTING UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE IMMEDIATE REPAIRS AND COST OF ANY DAMAGE CAUSED BY THEIR WORK.
11) ALL WORK SHALL BE GUARANTEED FOR ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE AGAINST ALL DEFECTS IN EQUIPMENT AND WORKMANSHIP. (OR AS OUTLINED IN THE WRITTEN SPECIFICATIONS)
12) ELECTRICAL SERVICE TO LOCATION OF THE CONTROLLER, WELL OR PUMP SHALL BE PROVIDED TO A JUNCTION BOX OR DISCONNECT AT THE EQUIPMENT LOCATION BY THE ELECTRICAL CONTRACTOR OR BY OWNER WHEN IT IS NOT PART OF THE BID PACKAGE.
13) IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO SCALE THE PLAN AND CHECK NOZZLE TYPES TO DETERMINE THE CORRECT SPACING OF THE HEADS. THE CONTRACTOR SHALL NOT SPACE THE HEADS FURTHER APART OR USE LESS HEADS THAN SHOWN ON THE PLAN. ANY CHANGES TO THE HEAD SPACING OR LAYOUT, WITHOUT THE CONSENT OF THE LANDSCAPE ARCHITECT OR OWNER, SHALL HOLD THE IRRIGATION CONTRACTOR RESPONSIBLE FOR WARRANTY OF THE PLANTS AND OR SOD IN THESE AREAS.
14) IRRIGATION SYSTEM DESIGN REQUIREMENTS: 60 GPM @ A MINIMUM OF 60 PSI AT EACH POINT OF CONNECTION. THE IRRIGATION CONTRACTOR SHALL VERIFY THE AVAILABLE GPM AND PSI PRIOR TO INSTALLATION OF THE SYSTEM.
15) 48 HOURS BEFORE DIGGING, CALL 1–800–432–4770 (SUNSHINE STATE ONE CALL CENTER)

VALVE DESIGNATION GUIDE

SPRAY PATTERN LEGEND





IF LESS THAN 24"x36" SHEET HAS BEEN REDUCED. ADJUST THE SCALE TO THE DRAWING ACCORDINGLY.

Digitally signed by Robert R Buchanan
Date: 2025.07.28 11:15:36 -04'00'

LANDSCAPE ARCHITECT:
Robert R. Buchanan LA0000932

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48 HOURS BEFORE YOU DIG
CALL SUNSHINE
1-800-432-4770 or 811
IT'S THE LAW IN FLORIDA
FLORIDA LAW REQUIRES EXCAVATORS TO NOTIFY OWNERS OF UNDERGROUND UTILITIES OF INTENT TO DIG (2) DAYS PRIOR TO EXCAVATION

CONTRACTOR MUST REVIEW ALL GENERAL LANDSCAPE NOTES PRIOR TO BIDDING AND CONSTRUCTION

Bohler Engineering FL, LLC
600 North Westshore Blvd., Suite 950
Tampa, FL 33609

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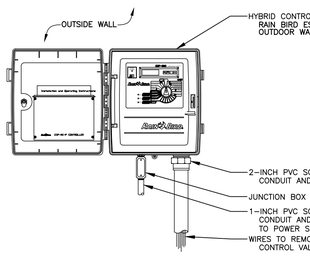
Irrigation Plan

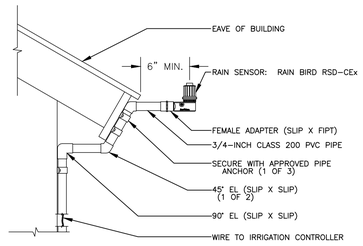
Mavis Loxahatchee
Loxahatchee Groves, Florida

DATE: 05-13-25
JOB # 2025-016
PERMIT #
DRAWN BY: BRB
FILE NAME: IRRIGATION
SCALE: 1: 20

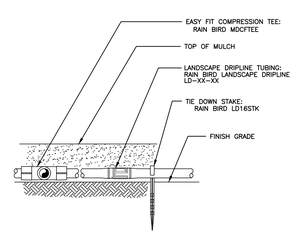
IR100



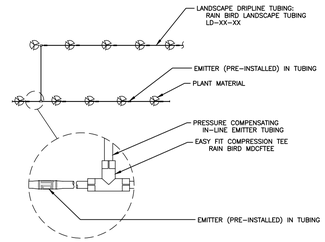
1 FOUR PROGRAM HYBRID CONTROLLER
ESP-MC PLASTIC WALL-MOUNT N.T.S.



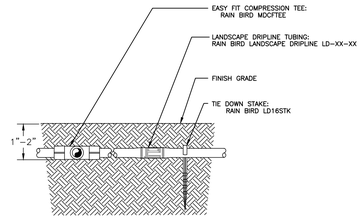
2 RAIN SENSOR
RSD-CEx ROOF CONDUIT N.T.S.



3 LANDSCAPE DRIPLINE ON GRADE
NON-POTABLE SYSTEM N.T.S.

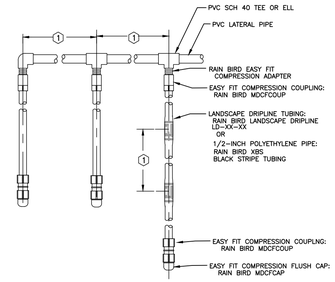


4 LANDSCAPE DRIPLINE CONNECTIONS
NON- POTABLE SYSTEM N.T.S.



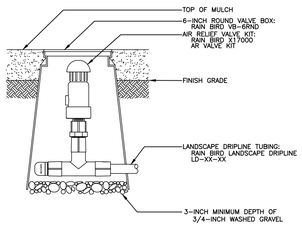
NOTE(S):
IF PUTTING LANDSCAPE DRIPLINE UNDER SOIL, DO NOT BURY MORE THAN 2" BELOW GRADE AND INCLUDE AIR RELIEF VALVE (SEE DRAWING-"AIR RELIEF VALVE KIT-AR VALVE KIT").

5 LANDSCAPE DRIPLINE 2" BELOW GRADE
WITH EASY FIT TEE – POTABLE SYSTEM N.T.S.

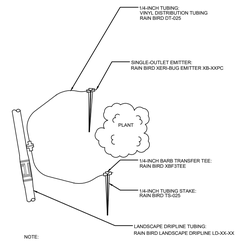


NOTES:
1 LATERAL AND EMITTER SPACING DEPENDS ON SOIL TYPE.

6 LANDSCAPE DRIPLINE LATERALS
NON– POTABLE SYSTEM N.T.S.

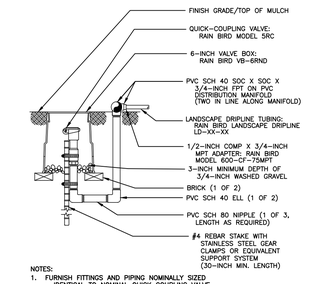


7 AIR RELIEF VALVE IN KIT
N.T.S.



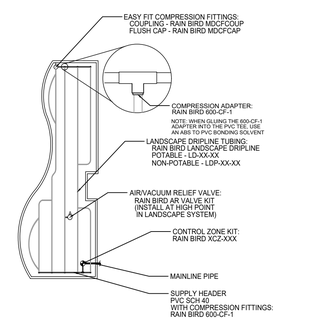
NOTE:
USE XERIMAN TOOL XM-TOOL TO INSERT CONNECTOR DIRECTLY INTO LANDSCAPE DRIPLINE.

8 LANDSCAPE DRIPLINE
WITH SUPPLEMENTAL EMITTERS N.T.S.

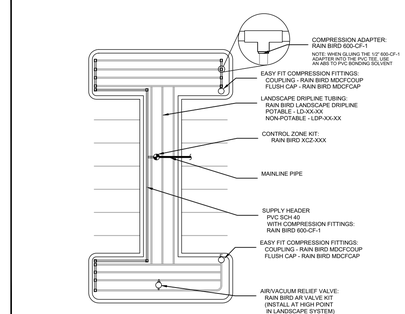


NOTES:
1. FURNISH FITTINGS AND PIPING NOMINALLY SIZED IDENTICAL TO NOMINAL QUICK COUPLING VALVE INLET SIZE.
2. IF POLYETHYLENE IS USED FOR DISTRIBUTION MANIFOLD, SUBSTITUTE INSERT X INSERT X 3/4-INCH FPT INSERT TEE FOR SCH 40 TEE.

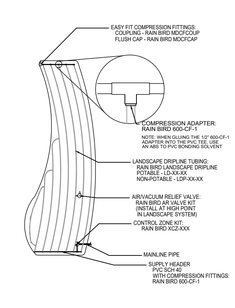
9 LANDSCAPE DRIPLINE FLUSH POINT
NON–POTABLE SYSTEM N.T.S.



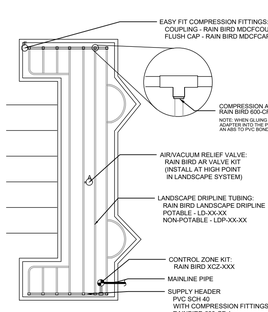
10 LANDSCAPE PLANTER – ODD SHAPED
N.T.S.



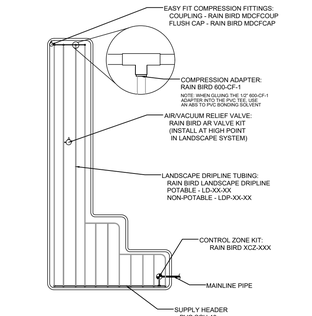
11 PARKING LOT – DOGBONE SHAPED
N.T.S.



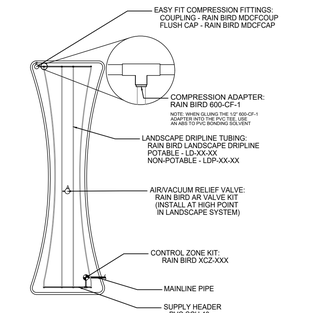
12 LANDSCAPE PLANTER – CURVED POLYGON SHAPED
N.T.S.



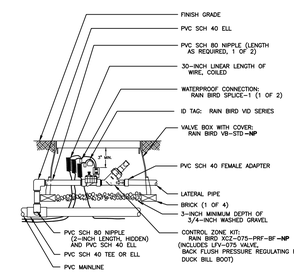
13 PARKING LOT – C SHAPED
N.T.S.



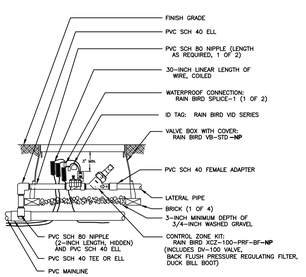
14 LANDSCAPE PLANTER – CORNER SHAPED
N.T.S.



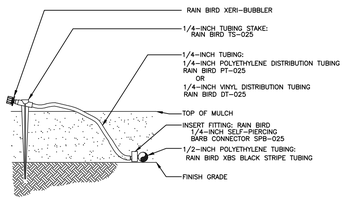
15 LANDSCAPE PLANTER – HOURGLASS SHAPED
N.T.S.



16 ¾" CONTROL ZONE KIT WITH PRESSURE REGULATING BACKFLUSH FILTER
XCZ-075-PRF-BF N.T.S.

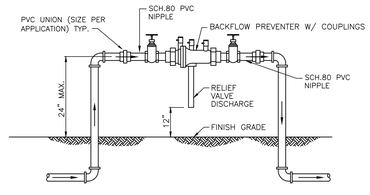


17 1" CONTROL ZONE KIT WITH PRESSURE REGULATING BACKFLUSH FILTER
XCZ-100-PRF-BF N.T.S.



NOTE:
USE XERIMAN TOOL XM-TOOL TO INSERT CONNECTOR DIRECTLY INTO 1/2-INCH POLYETHYLENE TUBING.

18 XERI-BUBBLER ON ¼" TUBING
N.T.S.



REDUCED PRESSURE ZONE
BACKFLOW PREVENTER DETAIL
2" DIAMETER AND SMALLER

19 RPZ BACKFLOW PREVENTER DETAIL
N.T.S.

IF LESS THAN 24"x36" SHEET HAS BEEN REDUCED. ADJUST THE SCALE TO THE DRAWING ACCORDINGLY.

FLORIDA REGISTERED LANDSCAPE ARCHITECT ROBERT R. BUCHANAN STATE OF FLORIDA

Digitally signed by Robert R Buchanan
Date: 2025.07.28 11:15:55 -04'00'

LANDSCAPE ARCHITECT:
Robert R. Buchanan LA0000932

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Bohler Engineering FL, LLC
600 North Westshore Blvd., Suite 950
Tampa, FL 33609

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Irrigation Details

Mavis Loxahatchee
Loxahatchee Groves, Florida

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SCALE N.T.S.

IR200

CONSTRUCTION PLAN GENERAL NOTES

A. CERTIFICATE OF OCCUPANCY: G.C. IS RESPONSIBLE FOR THE "CERTIFICATE OF OCCUPANCY". CERTIFICATE TO BE FRAMED AND MOUNTED IN THE SHOWROOM. ON SIDEWALL OF COUNTER 60" AFF. IF MUNICIPALITY DOES NOT ISSUE A CofO, IT IS THE RESPONSIBILITY OF THE G.C. TO GET A LETTER FROM THE MUNICIPALITY STATING AS SUCH ON CITY/COUNTY LETTERHEAD AND THAT LETTER IS TO BE FRAMED AND MOUNTED IN SHOWROOM.

B. KNOX BOX NOTE: IF A KNOX BOX ENTRY SYSTEM IS REQUIRED BY THE FIRE MARSHAL, CONTACT THE FIRE MARSHAL FOR REQUIRED ORDER FORM. PROVIDE & INSTALL PER MFR'S SPECIFICATIONS. KNOX BOX CONTACT – 866-625-4563

C. ALL DIMENSIONS ON PLAN FOR NEW FRAMED, FURRED OUT, AND MASONRY PARTITIONS ARE FROM FINISHED WALL TO FINISHED WALL UNLESS NOTED OTHERWISE

D. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR ENSURING THAT ALL CONSTRUCTION IS IN COMPLIANCE WITH ALL LOCAL, STATE AND NATIONAL CODES GOVERNING THE CONSTRUCTION AND WITH THE AMERICANS WITH DISABILITIES ACT. THE GENERAL CONTRACTOR SHALL COORDINATE THE VARIOUS CONSTRUCTION DOCUMENTS FOR THE PROJECT. IF CONFLICTS ARE FOUND, THE GENERAL CONTRACTOR SHALL RESOLVE THE CONFLICTS PRIOR TO PROCEEDING.

E. SEE SHEET A-700 FOR WALL TYPES.

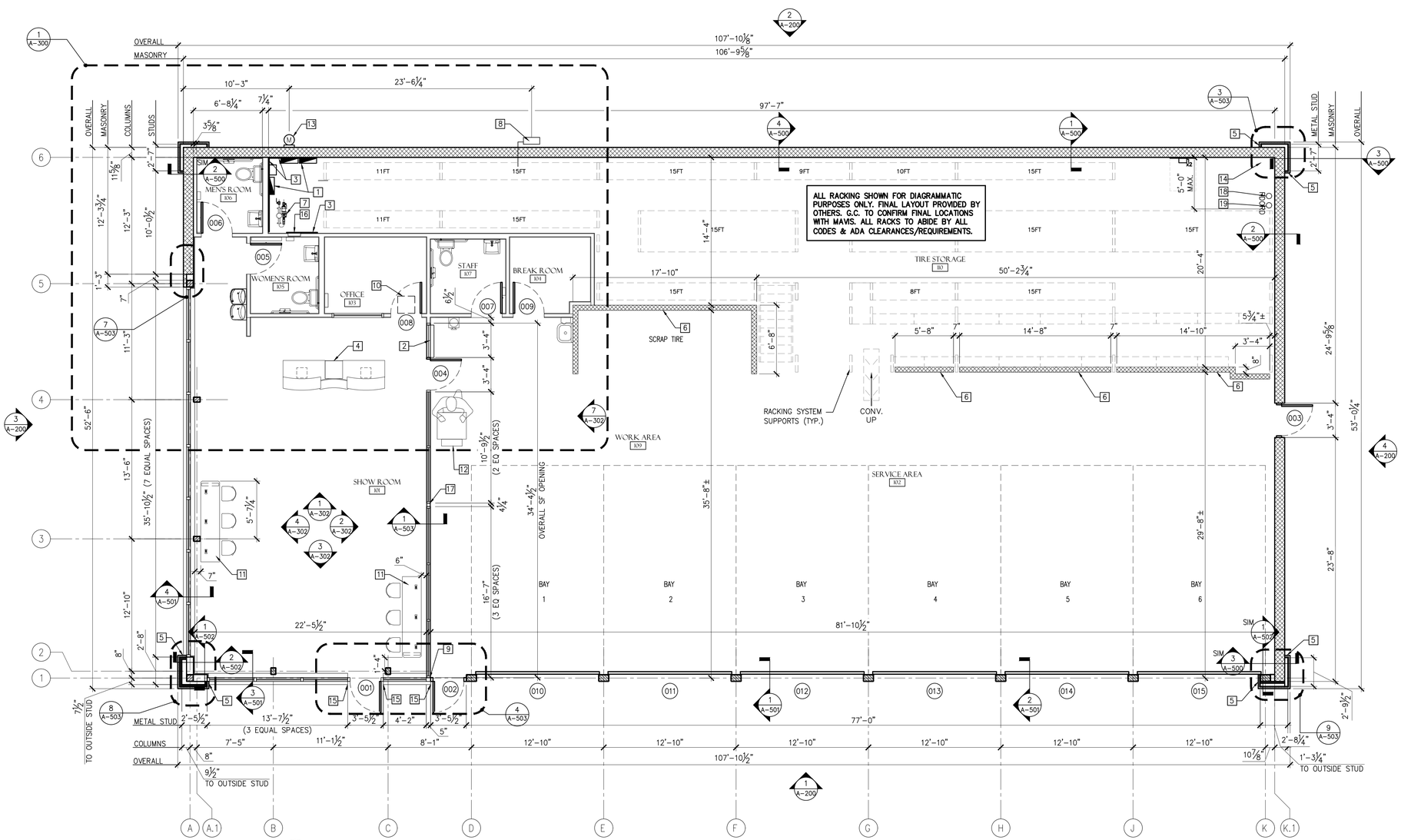
F. GENERAL CONTRACTOR TO PROVIDE (8) TOTAL FIRE EXTINGUISHERS AS SHOWN IN PLAN. SEVEN (7) FIRE EXTINGUISHERS TO BE PLACED ON MAIN LEVEL AND ONE (1) FIRE EXTINGUISHER TO BE PLACED ADJACENT TO STAIR ON UPPER RACKING LEVEL. PROVIDE WALL BRACKETS AND MOUNT CONTROLS AT 48" AFF MAX. PROVIDE "FIRE EXTINGUISHER" SIGNS ON WALL DIRECTLY ABOVE EACH UNIT. THE GENERAL CONTRACTOR SHALL HAVE EXTINGUISHERS INSPECTED AND TAGGED. VERIFY LOCATION WITH LOCAL FIRE AHJ BEFORE FINAL INSTALL. RE: SHEET A-601. FIRE EXTINGUISHER TO BE DRY CHEMICAL, MONOAMMONIUM PHOSPHATE, 10LB, 4A:60B:C UL RATING. MANUF: KIDDIE, MODEL #PRO10MPO

CONSTRUCTION PLAN KEYNOTES

1. ELECTRICAL PANELS, REF: ELECTRICAL DRAWINGS
2. PASS THRU W/ PLEXIGLAS FLAP & STAINLESS STEEL PIANO HINGE. RE: DETAIL 2/A-300
3. PROVIDE 4' X 8' 3/4" PLYWOOD MOUNTING BOARDS FOR ELECTRICAL PANELS
4. SALES COUNTER. REF: DETAIL 1/A-600. REF: ELECTRICAL DWG'S FOR POWER/STUB UP LOCATION.
5. STACKED STONE VENEER TO WRAP AROUND ALL CORNERS OF PILASTER. RE: 8&9/A-503.
6. 6'-8" HIGH 6" CMU WALL – PROVIDE ROUNDED PARGE AT TOP OF WALL. WALL TO BE BUILT AFTER STORAGE RACK SYSTEM IS INSTALLED. RE: STRUCTURAL DRAWINGS FOR ADDITIONAL INFO. RE: DETAIL 10/A-302 FOR PAINT PATTERN
7. WATER METER, REF: PLUMBING DRAWINGS
8. GAS METER, REF: PLUMBING DRAWINGS
9. WINDOW FRAME @ WALL PARTITION TO BE 5" WIDE TO MATCH WIDTH OF INTERIOR WALL. REF: 4/A-503.
10. IT CABINET (ABOVE CEILING SHOWN DASHED). TO BE PROVIDED & INSTALLED BY OWNER.
11. COMPUTER TECH DESK, REF: A-600
12. SERVICE MANAGER COUNTER, REF: A-600. REF: ELECTRICAL DWG'S FOR POWER/STUB UP LOCATION.
13. ELECTRICAL METER, REF: ELECTRICAL DRAWINGS
14. ELECTRICAL DISCONNECTS FOR AIR COMPRESSOR
15. EXPOSED ENDS OF SPLIT FACE BLOCK SHALL HAVE SPLIT FACE ENDS (TYP.)
16. WALL HEATER, REF: MECHANICAL DRAWINGS
17. DBL. (2) 358 SW16 POST UP TO BOX HEADER, REF: 5/A-504
18. ROOF DRAIN; REF: PLUMBING DRAWINGS
19. OVERFLOW DRAIN; REF: PLUMBING DRAWINGS

LEGEND

- MASONRY WALLS
- GWB WALLS
- 003 — DOOR NO.
- 2 — WALL TYPE
- FX — FIRE EXTINGUISHER



1 A-100 CONSTRUCTION PLAN

SCALE: 3/16" = 1'-0"

TRUE NORTH

BASED ON 6-BAY PROTOTYPE DATED FEB 20 2025

Larson Design Group, Inc.
3000 WESTINGHOUSE DRIVE
SUITE 400
CRANBERRY TWP, PA 16066
(724) 591-8562

MAVIS TIRE SUPPLY, LLC
100 HILLSIDE AVENUE
WHITE PLAINS, NY 10603
(914) 984-2500

CLIENT

STATE OF FLORIDA · ROGER MICHAEL WILLIAMS · REGISTERED ARCHITECT
AR102289
08-15-2025

Roger Williams

Digitally signed by Roger Williams
DN: cn=Roger Williams, o=LDGROUP.com, ou=LDGROUP, email=rwilliams@LDGROUP.com, c=US
Date: 2025.08.15 09:49:43-04'00'

MARK	DATE	COMMENTS
	07/01/2025	PERMIT SUBMISSION

MAVIS TIRES & BRAKES #2308 - CITY OF WESTLAKE, FL
16775 PERSIMMON BLVD. WESTLAKE, FL 33470

CONSTRUCTION PLAN

Project No.: 11432-180-1

Sheet No.: **A-100**

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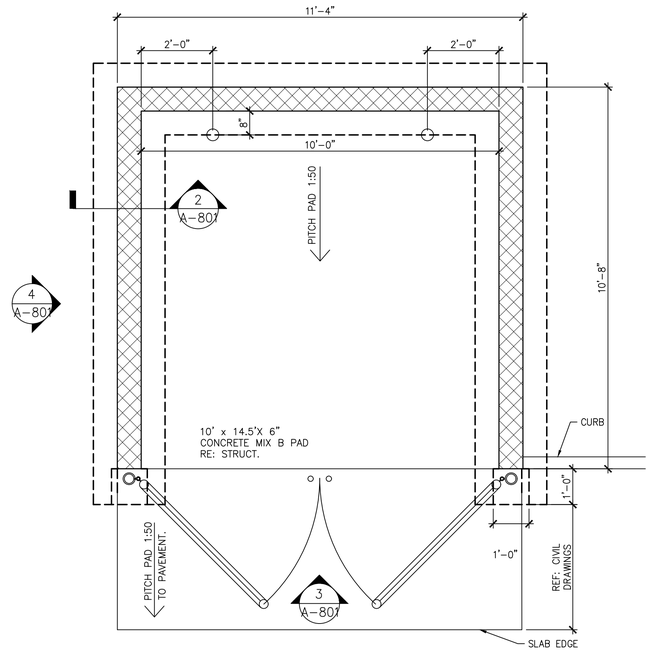
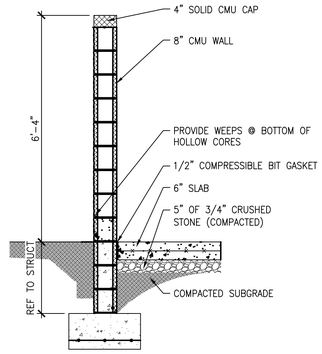


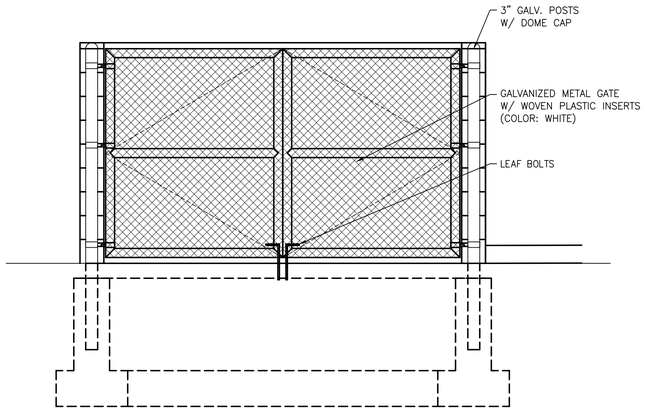
1 A-801 DUMPSTER ENCLOSURE PLAN

SCALE: 1/2" = 1'-0"



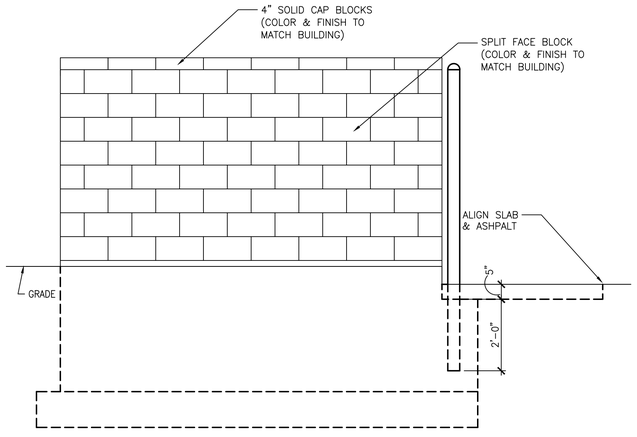
2 A-801 TYP DUMPSTER WALL SECTION

SCALE: 1/2" = 1'-0"



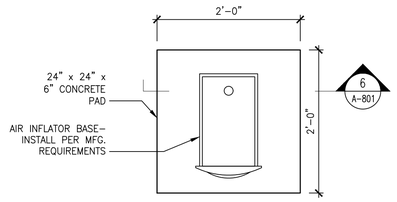
3 A-801 FRONT ELEVATION

SCALE: 1/2" = 1'-0"



4 A-801 SIDE ELEVATIONS (REAR SIMILAR)

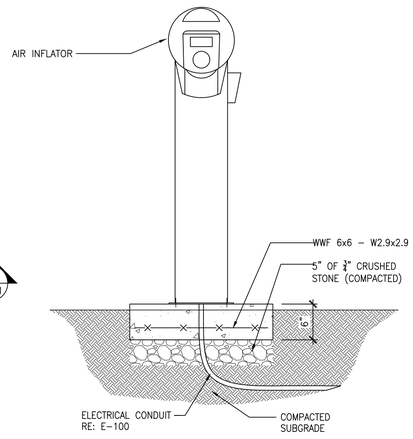
SCALE: 1/2" = 1'-0"



NOTE: REFER TO EQUIPMENT PLAN A-601 FOR LOCATION

5 A-801 AIR INFLATOR PAD PLAN

SCALE: 1" = 1'-0"



6 A-801 AIR INFLATOR SECTION

SCALE: 1" = 1'-0"

BASED ON 6-BAY PROTOTYPE DATED FEB 20 2025

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CLIENT

STATE OF FLORIDA
ROGER MICHAEL WILLIAMS
REGISTERED ARCHITECT
AR102289
06-15-2025

Roger Williams

MARK	DATE	PERMIT SUBMISSION COMMENTS
	07/01/2025	

MAVIS TIRES & BRAKES #2308 - CITY OF WESTLAKE, FL
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DUMPSTER ENCLOSURE & AIR INFLATOR DETAILS

Project No.: 11432-180-1

Sheet No.: **A-801**

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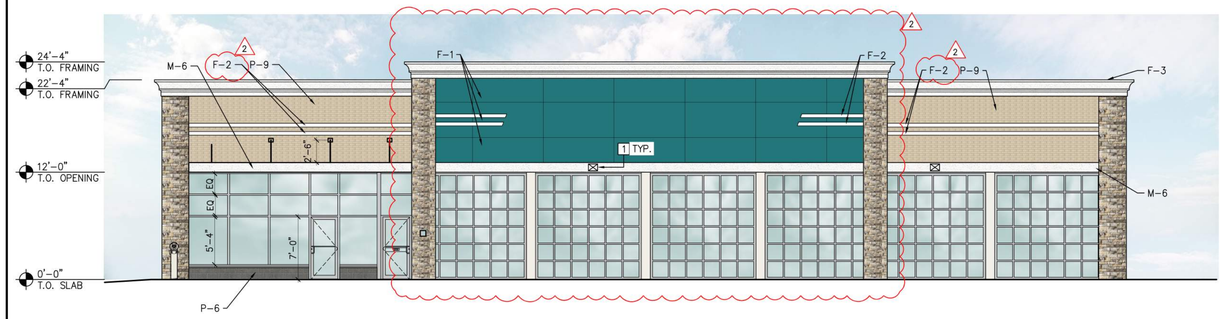
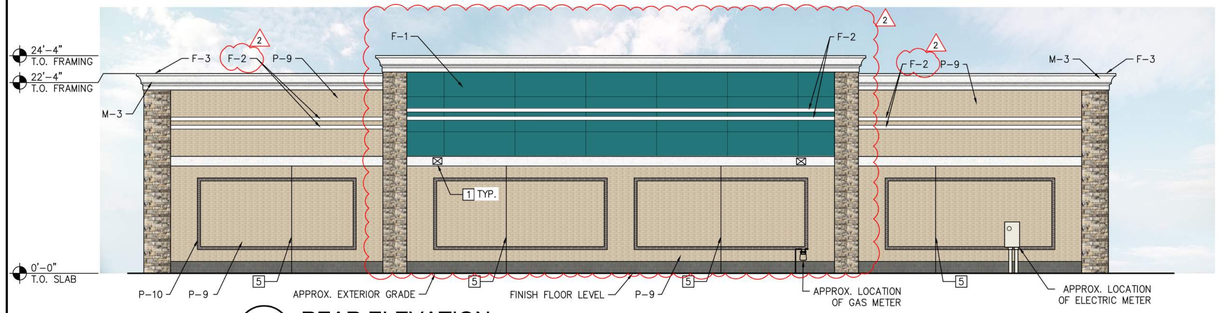
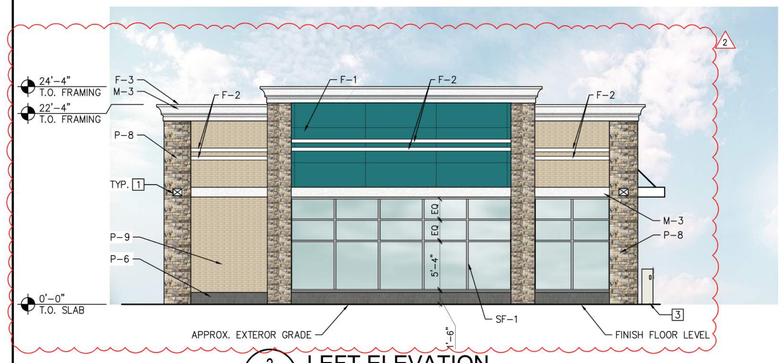


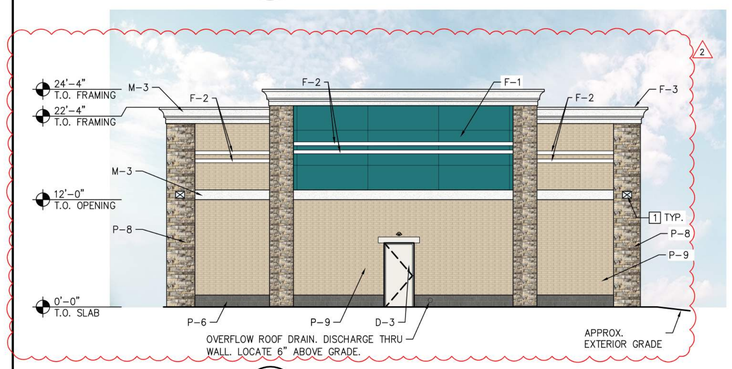
1 A-200 **FRONT ELEVATION**
SCALE: 1/8" = 1'-0"



2 A-200 **REAR ELEVATION**
SCALE: 1/8" = 1'-0"



3 A-200 **LEFT ELEVATION**
SCALE: 1/8" = 1'-0"



4 A-200 **RIGHT ELEVATION**
SCALE: 1/8" = 1'-0"

EXTERIOR MATERIALS SCHEDULE

	MARK	MATERIAL	MANUFACTURER	STYLE/COLOR	NOTES
DOOR FINISHES	D-2	ALUMINUM STOREFRONT DOOR & FRAME	KAWNEER OR APPROVED EQUAL	COLOR: CLEAR ANODIZED ALUMINUM	INSTALL PER MFR RECOMMENDATIONS.
	D-3	PAINT FOR GALVANIZED HM DOOR & FRAME	BENJAMIN MOORE	COLOR: OC-129 ALABASTER WHITE SHEEN: SEMI-GLOSS	FINISH PER MFR RECOMMENDATIONS. PRIMER: (1) COAT- BM SUPER SPEC HP ACRYLIC PRIMER #HP04 FINISH COAT: (2) COATS- BM SUPER SPEC HP D.T.M. ACRYLIC SEMI-GLOSS #HP29
	D-4	ALUMINUM AND GLASS OH DOORS	RAYNOR GARAGE DOORS	RAYNOR AV200 COLOR: CLEAR SATIN ANODIZED ALUMINUM	INSTALL PER MFR RECOMMENDATIONS. RE: SPECS FOR ADDITIONAL INFO. *DOORS AT RACKING SHALL BE FIXED AND SECURE CONTACT DH PACE: ADAM POSLOSKY, ADAM.POSLOSKY@DHPACE.COM, 816-480-2361
MISC. ITEMS	F-1	HARDIE REVEAL PANEL	JAMES HARDIE	REVEAL PANEL WITH RECESS TRIM WITH COUNTERSUNK FASTENERS PRIMED FOR PAINT. COLOR: #19 TEAL	INSTALL PER MFR RECOMMENDATIONS.
	F-2	ALUMINUM ACCENT STRIPE	ATAS	0.032" ALUMINUM COLOR: #26 BONE WHITE	INSTALL PER MFR RECOMMENDATIONS.
	F-3	METAL ROOF COPING	ROOF MFR	MATCH ROOF SYSTEM COLOR: MATCH WALL BELOW	INSTALL PER MFR RECOMMENDATIONS.
	F-4	NOT USED			
	M-3	ALUMINUM CORNICE & BAND	KM SHEET METAL OR APPROVED EQUAL	0.032" ALUMINUM COLOR: #26 BONE WHITE	INSTALL PER MFR RECOMMENDATIONS.
	M-4	PAINT FOR STEEL LINTELS & COLUMNS	BENJAMIN MOORE	COLOR: OC-129 ALABASTER WHITE SHEEN: LOW LUSTRE	FINISH PER MFR RECOMMENDATIONS. PRIMER: (1) COAT- BM SUPER SPEC HP ACRYLIC PRIMER #HP04 FINISH COAT: (2) COATS- BM SUPER SPEC HP D.T.M. ACRYLIC LOW LUSTRE #HP25
	M-5	ALUMINUM GUTTERS & DOWNSPOUTS	-	COLOR: WHITE MILL FINISH	INSTALL PER MFR RECOMMENDATIONS.
	M-6	SUPER LUMIDECK FLAT SOFFIT	MAPES ARCHITECTURAL CANOPIES	STYLE/COLOR: MAPES WHITE BAKED ENAMEL 12" SMOOTH FASCIA	INSTALL PER MFR RECOMMENDATIONS.
	EP-1	ENVISOR	CITYSCAPES	COLOR: ALABASTER STYLE: VERTICAL 7.2 RIB METAL TRIM STYLE: BAND HEIGHT: 52" PANELS	INSTALL PER MFR RECOMMENDATIONS.
WALL FINISHES	P-5	PAINTED SPLIT FACE BLOCK	BENJAMIN MOORE	COLOR: OC-129 ALABASTER SHEEN: LOW LUSTRE	FINISH AND INSTALL PER MFR RECOMMENDATIONS. PRIMER: (1) COAT-BM ULTRA SPEC MASONRY HI-BUILD BLOCK FILLER 571 FINISH COAT: (2) COATS- BM ULTRA SPEC ELASTOMERIC LOW LUSTRE 360
	P-6	PAINTED SPLIT FACE BLOCK	BENJAMIN MOORE	COLOR: HC-164 PURITAN GRAY SHEEN: LOW LUSTRE	FINISH AND INSTALL PER MFR RECOMMENDATIONS. PRIMER: (1) COAT-BM ULTRA SPEC MASONRY HI-BUILD BLOCK FILLER 571 FINISH COAT: (2) COATS- BM ULTRA SPEC ELASTOMERIC LOW LUSTRE 360
	P-8	STONE VENEER	DUTCH QUALITY STONE	STYLE: WEATHER LEDGE COLOR: PRESTIGE	INSTALL PER MFR RECOMMENDATIONS.
	P-9	BRICK VENEER	BELDEN BRICK	STYLE: 481-483 SMOOTH COLOR: CREAM	INSTALL PER MFR RECOMMENDATIONS.
	P-10	BRICK VENEER	BELDEN BRICK	STYLE: ANCHOR GRAY VELOUR	INSTALL PER MFR RECOMMENDATIONS.
	P-11	BRICK VENEER	BELDEN BRICK	STYLE: EMPIRE GRAY SMOOTH	INSTALL PER MFR RECOMMENDATIONS.
	SF-1	ALUMINUM STOREFRONT SYSTEM	KAWNEER OR APPROVED EQUAL	COLOR: CLEAR ANODIZED ALUMINUM	INSTALL PER MFR RECOMMENDATIONS. INSTALL WITH 1" LOW-E INSULATED GLAZING, (DRY GLAZED) MAX U-FACTOR: REFERENCE COVER SHEET MAX SHGC: REFERENCE COVER SHEET

GENERAL NOTES:
A. ALL FINISHES ON MATERIAL SCHEDULE MAY NOT BE USED
B. CENTER WALL LIGHTS OVER COLUMNS, DOORS & WINDOWS, ETC., AS SHOWN U.O.N.
C. MOUNTING HEIGHT OF EXTERIOR LIGHT FIXTURE ON REAR AND SIDE ELEVATIONS TO MATCH MOUNTING HEIGHT OF LIGHT FIXTURES ON FRONT ELEVATION
D. SIGNAGE UNDER SEPARATE PERMIT/SUBMISSION BY SIGN VENDOR.

EXTERIOR ELEVATION KEYNOTES

1. EXTERIOR WALL PACK LIGHT. RE: ELECTRICAL DRAWINGS.
2. PROVIDE KEY DROP SLOT IN GARAGE ENTRY DOOR. FINAL INSTALLATION LOCATION TO BE DIRECTED BY MAVIS.
3. FREESTANDING AIR INFLATOR- LOCATION TO BE SITE SPECIFIC. (RE: RESPONSIBILITY SCHEDULE FOR ADDITIONAL INFO.)
4. PROVIDE KNOX BOX WHERE REQUIRED BY JURISDICTION (PURCHASED FROM LOCAL FIRE DEPARTMENT.) MOUNT PER FIRE DEPARTMENT REQUIREMENTS ON WALL ADJACENT TO ENTRANCE. CONTRACTOR TO MAKE APPLICATION FOR KNOX BOX AND COORDINATE WITH LOCAL APPROVING AUTHORITY.
5. EXPANSION JOINT MATERIAL COLOR TO MATCH ADJACENT FINISH COLOR.

PRODUCT APPROVAL LIST

PRODUCT CATEGORY	SUB-CATEGORY	MANUFACTURER	DESCRIPTION	APPROVAL #	EXP. DATE
EXTERIOR DOORS	SWINGING EXTERIOR DOOR ASSEMBLIES	KAWNEER COMPANY	IR350/500 HW LMI OUTSWING DOOR	FL15850.2-R8	12/31/2026
EXTERIOR DOORS	SECTIONAL EXTERIOR DOOR ASSEMBLIES	RAYNOR GARAGE DOORS	ALUMAVIEW (AV200) ALUMINUM RAIL STYLE DOOR WITH FULL VIEW GLASS	FL14092.4-R11	02/17/2026
PANEL WALLS	SIDING	ATAS INTERNATIONAL, INC.	VERSA-LOK - ALUMINUM ALUMINUM ACCENT STRIPE	FL35064.1-R1	12/30/2025
PANEL WALLS	STOREFRONTS	KAWNEER COMPANY	IR501T & IR501UT STOREFRONT SYSTEM (LARGE MISSILE IMPACT RATED)	FL15404.3-R7	12/31/2026

BASED ON 6-BAY PROTOTYPE DATED FEB 20 2025

LDG
Larson Design Group, INC.
3000 WESTINGHOUSE DRIVE
SUITE 400
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(724) 591-8562

MAVIS TIRE SUPPLY, LLC
100 HILLSIDE AVENUE
WHITE PLAINS, NY 10603
(914) 984-2500

CLIENT

MARK	DATE	COMMENTS
03	11/XX/2025	FIRE COMMENTS
02	10/22/2025	2ND ROUND PERMIT COMMENTS
01	08/21/2025	1ST ROUND PERMIT COMMENTS
	07/01/2025	PERMIT SUBMISSION

MAVIS TIRES & BRAKES #2308 - CITY OF WESTLAKE, FL
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EXTERIOR ELEVATIONS - COLORED

Project No.: 11432-180-1
Sheet No.: **A-200c**

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PTC
Transportation Consultants
601 Heritage Drive, Suite 493
Jupiter, FL 33458
(561) 296-9698

December 11, 2023

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

Re: Westlake Plaza (Pod G) Phase 2 - #PTC23-087
Traffic Statement

Dear Mr. Cassel:

The purpose of this letter is to present a trip generation analysis of the revised Pod G Master 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. This application is specifically for a 25,000 SF Health Club, a 3,024 SF Fast Food Restaurant with Drive-thru, and 6,000 SF of Retail. The new Westlake Plaza uses are: 25,000 SF Health Club, 86,426 SF Shopping Center, 5,500 SF Bank with Drive-thru, 5,750 SF Tire Store, and 7,024 SF Fast Food Restaurant with Drive-thru. It should be noted that not all parcels within the Plaza have been site planned yet. However, the trips associated with the entire Westlake Plaza Master Plan 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 table. The calculation of daily, AM and PM peak hour trips associated with Westlake Plaza 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 trips, 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 Westlake Plaza driveway volumes are shown on **Attachment 5**.

Sincerely,

REBECCA J. MULCAHY LICENSE No.42570 STATE OF FLORIDA PROFESSIONAL ENGINEER

Digitally signed by Rebecca Mulcahy
Date: 2023.12.11 16:09:46 -05'00'

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 12/11/23 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 Plaza (Pod G) Phase 2
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 (3)	430	2,570
General Office	710	450,000 SF		139,000 (2)	139,000	311,000
Research & Devel.	760	600,000 SF		425,000 (2)	425,000	175,000
Light Industrial	110	450,000 SF		-	-	450,000
Shopping Center	820	500,000 SF		282,700 (2),(4)	282,700	217,300
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) Health Club, Tire Store and additional Fast Food Restaurant w/DT accounted for in 12/11/23 Equivalency Statement. No additional reduction required.
(2) See Attachment E1 provided in the Appendix.
(3) The withdrawal of the ISTF resulted in a 2,570-student Community College added back in per Equivalency Statement dated 12/7/22.
(4) Includes 16,700 SF of Sales Center.

Attachment 2
Westlake Plaza (Pod G) Phase 2
Trip Generation - Proposed Uses

DAILY

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips	Internal Trips		External Trips
						Trips	%	
Health Club	492	25,000 SF	32.93 / 1000 SF	50%	823	58	7.0%	765
Gen. Commercial (>10,000)	820	86,426 SF	Ln (T) = 0.68Ln (X)+5.57	50%	5,444	196	3.6%	5,248
Tire Store	848	5,750 SF	28.52 / 1000 SF	50%	164	10	6.0%	154
Drive-In Bank (<=4 DTs)	912	5,500 SF	100.03 / 1000 SF	50%	550	44	8.0%	506
Fast Food Rest. With DT	934	7,024 SF	470.95 / 1000 SF	50%	3,308	198	6.0%	3,110
TOTAL		129,700 SF			10,289	506	4.9%	9,783

AM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips			Internal Trips		External Trips		
					In	Out	Trips	Trips	%	In	Out	Trips
Health Club	492	25,000 SF	1.41 / 1000 SF	50%	18	17	35	2	7.0%	17	16	33
Gen. Commercial (>10,000)	820	86,426 SF	0.94 / 1000 SF	62%	50	31	81	6	7.0%	47	28	75
Tire Store	848	5,750 SF	2.72 / 1000 SF	64%	10	6	16	1	6.0%	10	5	15
Drive-In Bank (<=4 DTs)	912	5,500 SF	9.50 / 1000 SF	58%	30	22	52	3	5.0%	28	21	49
Fast Food Rest. With DT	934	7,024 SF	40.19 / 1000 SF	51%	144	138	282	11	4.0%	138	133	271
TOTAL					252	214	466	23	4.9%	240	203	443

PM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	% In	Total Trips			Internal Trips		External Trips		
					In	Out	Trips	Trips	%	In	Out	Trips
Health Club	492	25,000 SF	3.53 / 1000 SF	57%	50	38	88	6	7.0%	47	35	82
Gen. Commercial (>10,000)	820	86,426 SF	Ln (T) = 0.74Ln (X)+2.89	48%	234	254	488	16	3.3%	226	246	472
Tire Store	848	5,750 SF	3.98 / 1000 SF	43%	10	13	23	1	6.0%	10	12	22
Drive-In Bank (<=4 DTs)	912	5,500 SF	20.45 / 1000 SF	50%	56	56	112	9	8.0%	52	51	103
Fast Food Rest. With DT	934	7,024 SF	32.67 / 1000 SF	52%	119	110	229	14	6.0%	111	104	215
TOTAL					469	471	940	46	4.9%	446	448	894

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

Attachment 3A
Westlake Plaza (Pod G) Phase 2
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	Ln (T) = 0.77Ln (X)+3.65	-	-	14.2%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+3.09 (3)	-	-	14.2%	-	-	0.0%	-	-	10%	-
Pod H Industrial Use	N/A	227,000 SF	Pre-Calc'd	1,126	160	14.2%	966	118	10.5%	848	85	10%	763
Shopping Center	820	- SF	Ln (T) = 0.65Ln (X)+5.83	-	-	2.4%	-	-	0.0%	-	-	28.7%	-
Park	412	- Acres	2.28 /Acre	-	-	10.0%	-	-	0.0%	-	-	0%	-
Car Wash	PBC	1 Lane	166 /Lane	166	4	2.4%	162	45	27.1%	117	-	0%	117
Pod G SW Light Industrial	110	145,643 SF	6.97 /1000 SF	1,015	144	14.2%	871	103	10.1%	768	77	10%	691
Pod H Commercial Uses	N/A	165,780 SF	Pre-Calc'd	8,834	212	2.4%	8,622	964	10.9%	7,658	2,198	28.7%	5,460
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	14.3 X PM Peak Hour Trips	3,818	92	2.4%	3,726	431	11.3%	3,295	2,010	61%	1,285
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	9,783	235	2.4%	9,548	1,056	10.8%	8,492	2,437	28.7%	6,055
TOTALS				24,742	847	3.4%	23,895	2,717	11.0%	21,178	6,807		14,371

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	766	6.7%	10,424	-	0%	10,424
Residential - SF (F,M,P,Q,R,S)	210	1,690 DUs	10 /DU	16,900	355	2.1%	16,545	1,132	6.7%	15,413	-	0%	15,413
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	422	6.6%	5,844	-	0%	5,844
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	Ln (T) = 0.77Ln (X)+3.65	-	-	29.5%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (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	Ln (T) = 0.65Ln (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-Calc'd	-	-	0.0%	-	-	0.0%	-	-	0%	-
FSED	650	12,379 SF	Pre-Calc'd	309	104	33.5%	205	19	6.2%	186	19	10%	167
Tax Collector	730	23,735 SF	Pre-Calc'd	536	158	29.5%	378	43	8.1%	335	34	10%	301
TOTALS				41,407	2,370	5.7%	39,037	2,717	6.6%	36,320	448		35,872

COMBINED TOTALS				66,149	3,217	4.9%	62,932	5,434	8.2%	57,498	7,255		50,243

* 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 Plaza (Pod G) Phase 2
AM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips 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)	-	-	-	-	6.8%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	6.8%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	227,000 SF	Pre-Calc'd	140	19	159	11	6.8%	135	13	148	7	4.4%	129	12	141	14	10%	116	11	127
Shopping Center	820	- SF	0.96 /1000 SF (62/38)	-	-	-	-	1.4%	-	-	-	-	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	-	1.4%	6	6	12	1	8.3%	5	6	11	-	0%	5	6	11
Pod G SW Light Industrial	110	145,643 SF	0.92 /1000 SF (88/12)	118	16	134	9	6.8%	112	13	125	6	4.5%	106	13	119	12	10%	95	12	107
Pod H Commercial Uses	N/A	165,780 SF	Pre-Calc'd	348	317	665	9	1.4%	343	313	656	13	2.0%	336	307	643	185	28.7%	240	218	458
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	4	1.4%	132	131	263	5	1.9%	129	129	258	157	61%	50	51	101
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	240	203	443	6	1.4%	237	200	437	8	1.8%	233	196	429	123	28.7%	166	140	306
TOTALS				986	694	1,680	39	2.3%	965	676	1,641	40	2.4%	938	663	1,601	491		672	438	1,110

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips 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	11	1.3%	209	628	837	-	0%	209	628	837
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	17	1.3%	308	930	1,238	-	0%	308	930	1,238
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	40	1.5%	703	1,822	2,525	11		694	1,820	2,514

COMBINED TOTALS				1,728	2,584	4,312	106	2.5%	1,674	2,532	4,206	80	1.9%	1,641	2,485	4,126	502		1,366	2,258	3,624

* 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 Plaza (Pod G) Phase 2
PM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - MF Condos.	230	- DUs	Ln(T) = 0.82Ln(x)+0.32 (67/33)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Detached	251	- DUs	0.27 /DU (61/39)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Attached	252	- DUs	0.25 /DU (54/46)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	1.49 /1000 SF (17/83)	-	-	-	-	21.5%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	-	-	-	-	21.5%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	227,000 SF	Pre-Calc'd	19	124	143	31	21.5%	13	99	112	18	12.6%	8	86	94	9	10%	7	78	85
Shopping Center	820	- SF	Ln (T) = 0.67Ln (X)+3.31 (48/52)	-	-	-	-	3.3%	-	-	-	1	0.0%	-	(1)	(1)	-	28.7%	-	(1)	(1)
Park	412	- Acres	0.09 /Acre (61/39)	-	-	-	-	10.0%	-	-	-	-	10.0%	-	-	-	-	0%	-	-	-
Car Wash	PBC	1 Lane	13.65 /Lane (50/50)	7	7	14	-	3.3%	7	7	14	5	35.7%	6	3	9	-	0%	6	3	9
Pod G SW Light Industrial	110	145,643 SF	0.97 /1000 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	165,780 SF	Pre-Calc'd	343	338	681	22	3.3%	325	334	659	107	15.7%	297	255	552	158	28.7%	212	182	394
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	9	3.3%	127	131	258	44	16.5%	115	99	214	131	61%	45	38	83
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	446	448	894	30	3.3%	422	442	864	140	15.7%	385	339	724	208	28.7%	275	241	516
TOTALS				966	1,174	2,140	122	5.7%	907	1,111	2,018	332	15.5%	819	867	1,686	515		552	619	1,171

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - SF (N,O,T,U,V)	210	1,143 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	593	348	941	29	3.1%	576	336	912	113	12.0%	495	304	799	-	0%	495	304	799
Residential - SF (F,M,P,Q,R,S)	210	1,690 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	843	495	1,338	40	3.1%	819	479	1,298	161	12.0%	703	434	1,137	-	0%	703	434	1,137
Residential - MF Condos.	230	380 DUs	Ln(T) = 0.82Ln(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 /DU (61/39)	132	84	216	7	3.1%	128	81	209	26	12.0%	109	74	183	-	0%	109	74	183
Hotel	310	- Rooms	0.6 /Room (51/49)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Community College	540*	- Students	0.14 /Student (54/46)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	1.49 /1000 SF (17/83)	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Light Industrial	110	- SF	0.97 /1000 SF (12/88)	-	-	-	-	46.3%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Shopping Center	820	16,700 SF	Ln (T) = 0.67Ln (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 /Acre (61/39)	-	-	-	-	29.2%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	24,675 SF	2.74 /1000 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 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 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	332	11.0%	1,509	970	2,479	50		1,485	944	2,429

COMBINED TOTALS				2,807	2,338	5,145	316	6.1%	2,651	2,178	4,829	664	12.9%	2,328	1,837	4,165	565		2,037	1,563	3,600

* 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.

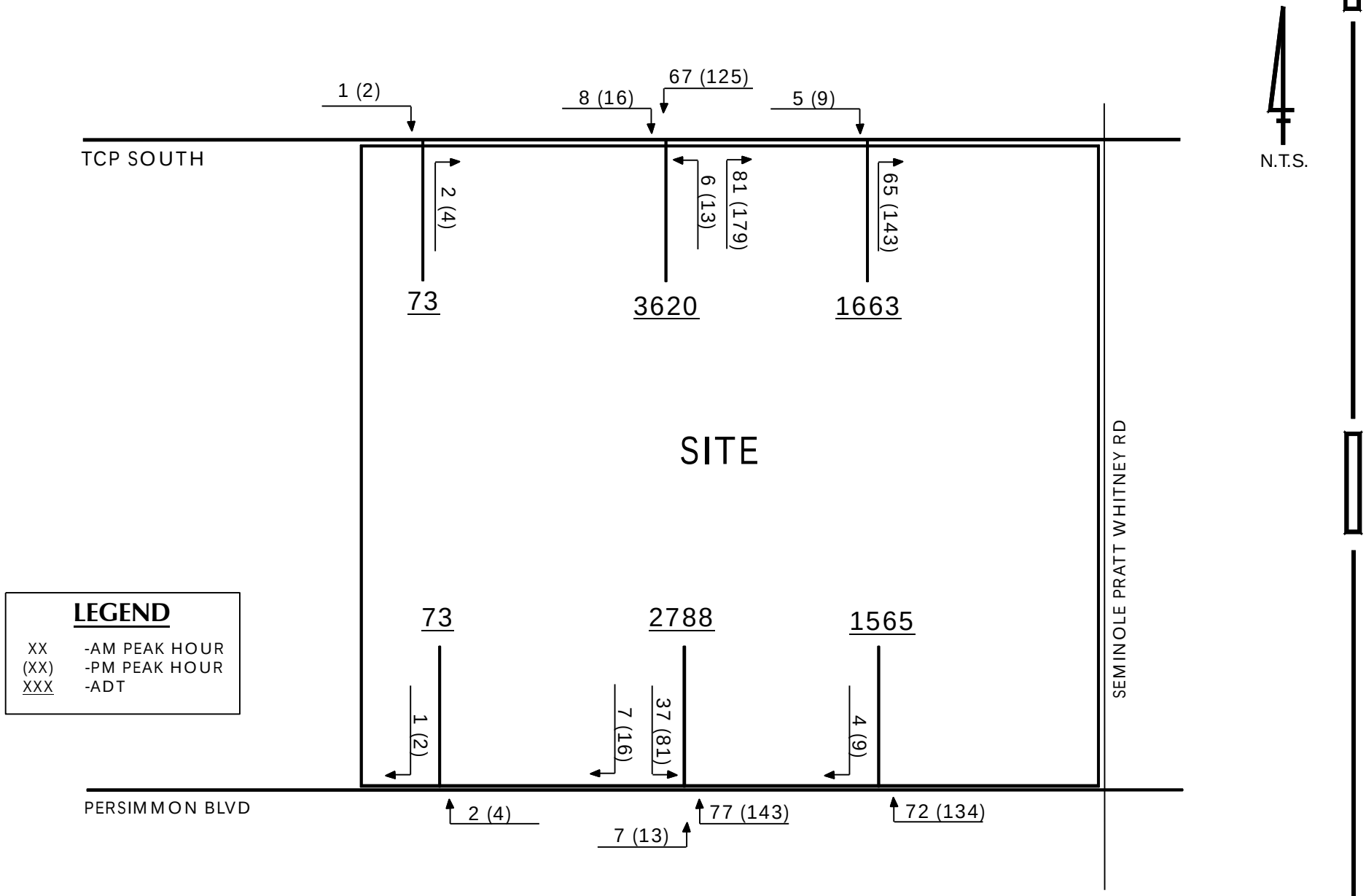
Shaded cells represent current request.

Approved Total
4,932

Attachment 4
Westlake Plaza (Pod G) Phase 2
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.



#23-087
10/18/23

WESTLAKE PLAZA (POD G)
PHASE 2

ATTACHMENT 5
PROJECT DRIVEWAY VOLUMES

PTC

APPENDIX

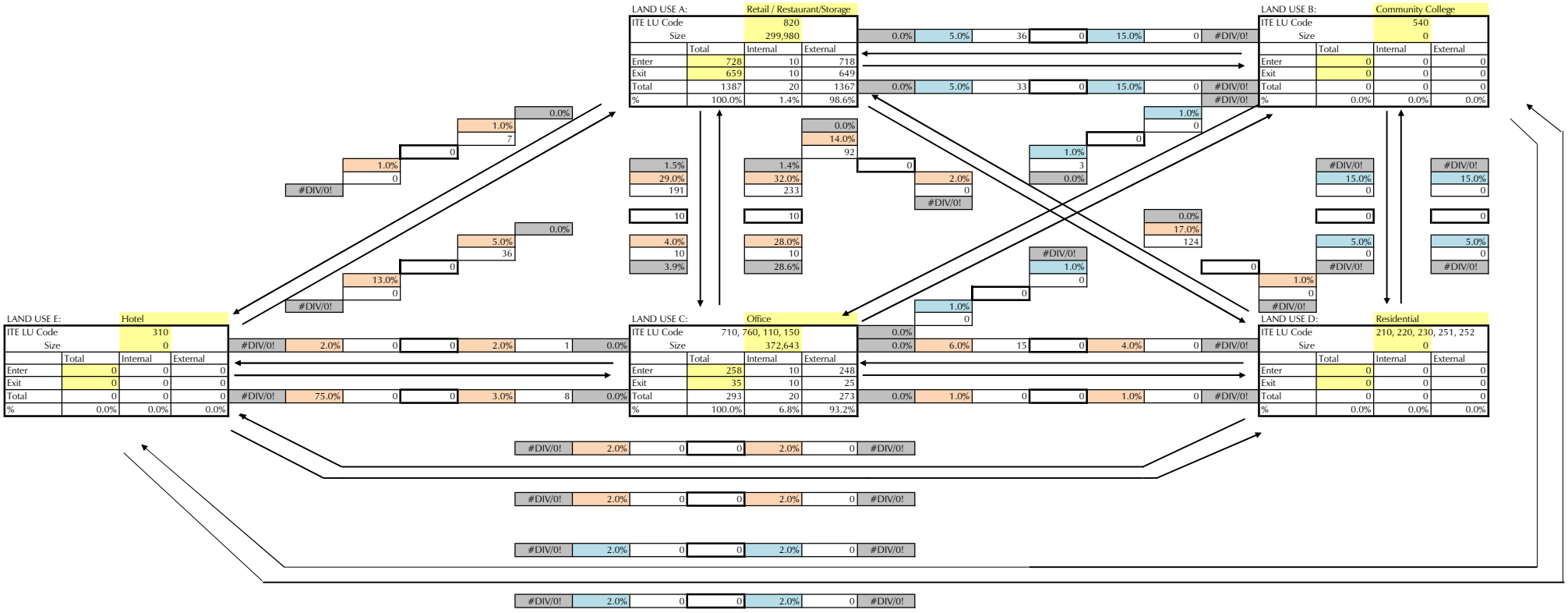
Attachment E1
Westlake Plaza (Pod G) Phase 2
Final Traffic Equivalency Table*

	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
Approved Use --->	**150,000**	**300,000**	**425,000**	**175,000**	**350,000**	**150,000**	**-**	**3,000**
New Use 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		-86,500			
New Total Allowed	15,000	296,000	0	175,000	84,000	150,000	0	2,570
	311,000		175,000		234,000		2,570	

* All equivalencies to date.
** Previously 140,000 SF. Reduced due to addion of Health Club, Tire Store and Fast Food w/DT.
*** 140,000 SF Self Storage, 14.435 Acres Recreation, 11,878 SF Retail Plaza, 2,572 SF Drive-in Bank, 8,805 SF Fast Food w/DT, 2,525 SF Coffee Shop w/DT.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - West Side
TIME PERIOD: AM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	718	0	248	0	0	966
Exit	649	0	25	0	0	674
Total	1367	0	273	0	0	1640
Single-Use Trip Gen.Estimate	1387	0	293	0	0	1680

2.4%

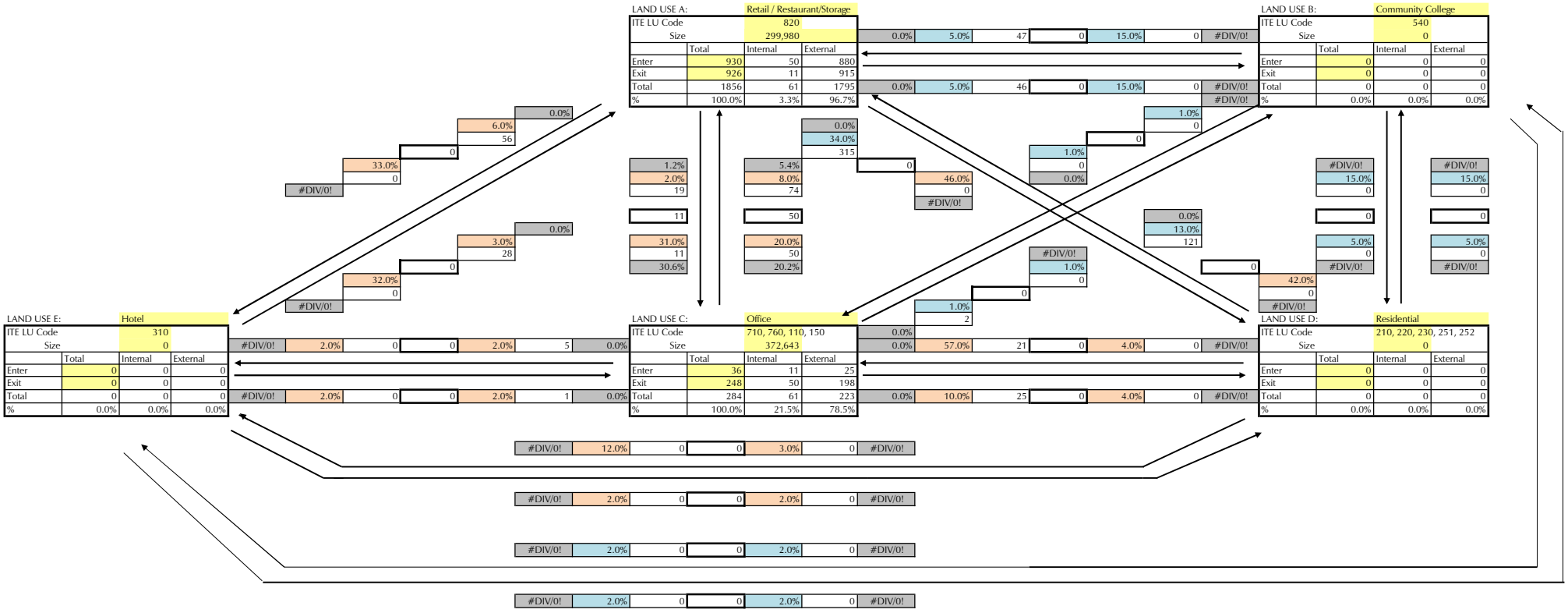
INTERNAL CAPTURE

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 - West Side
TIME PERIOD: PM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	880	0	25	0	0	905	
Exit	915	0	198	0	0	1113	
Total	1795	0	223	0	0	2018	
Single-Use Trip Gen.Estimate	1856	0	284	0	0	2140	5.7%

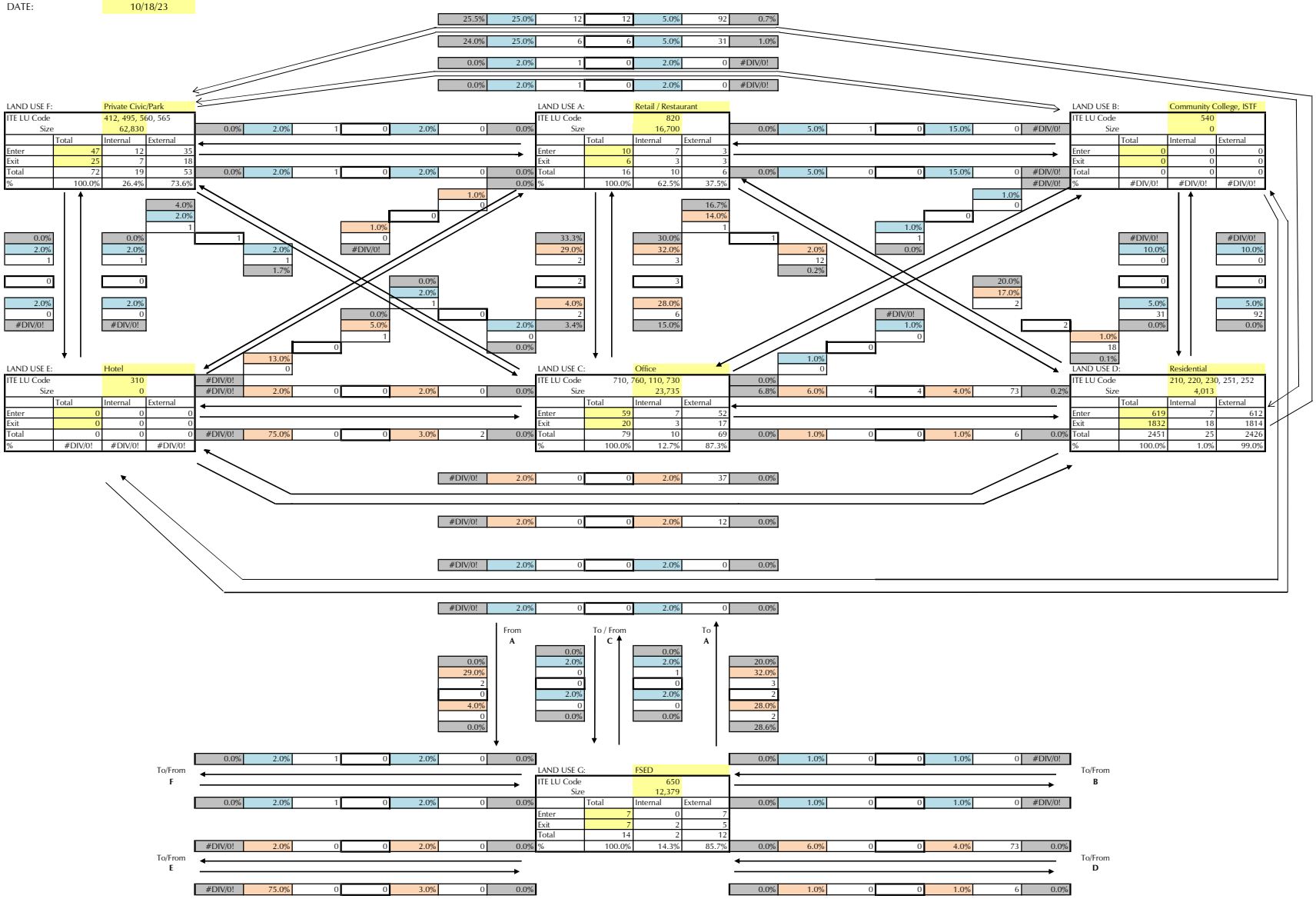
INTERNAL CAPTURE

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: 10/18/23



	Net External Trips for Multi-Use Development							
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. 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

2.5%

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.
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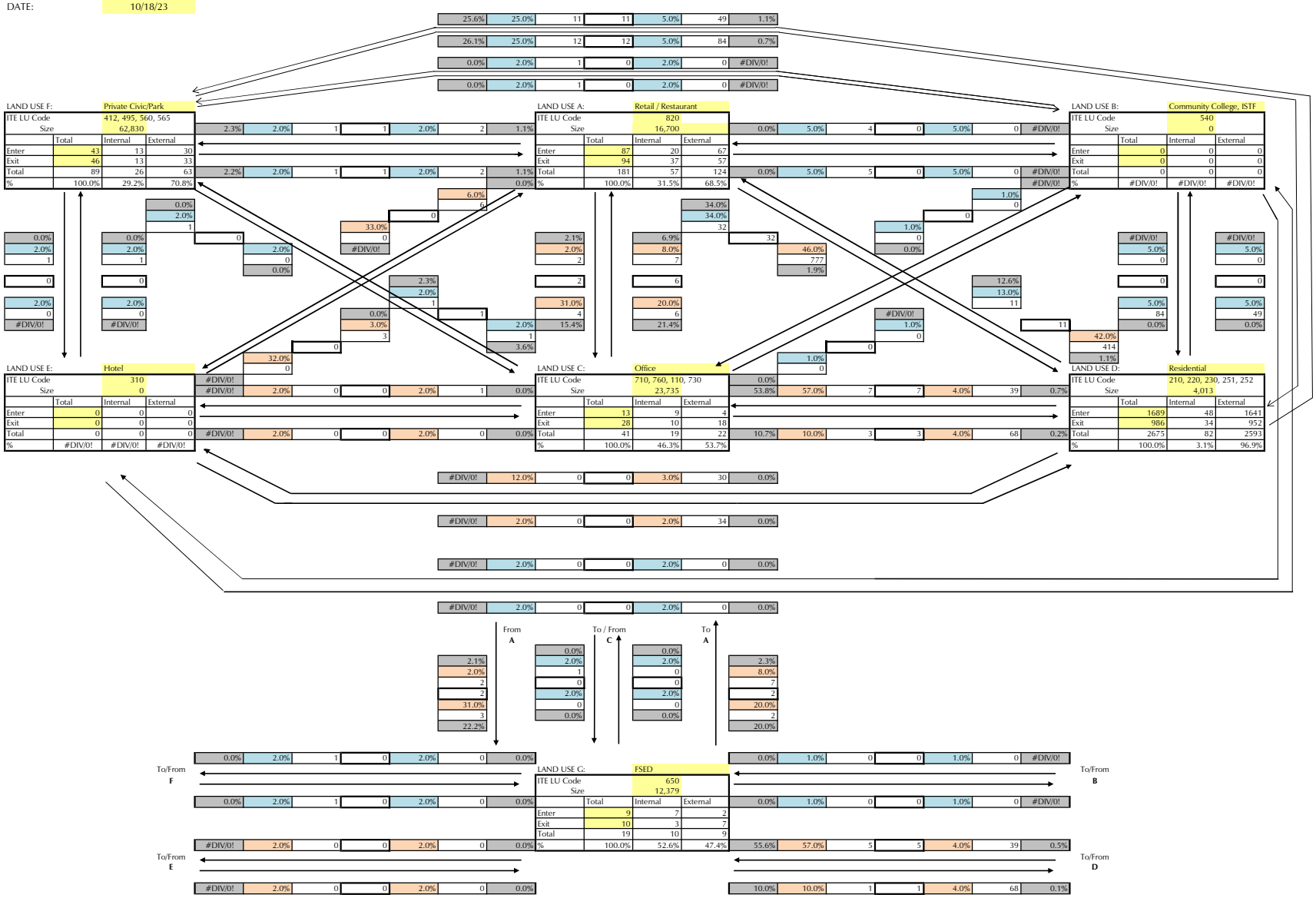
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - East Side
TIME PERIOD: PM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development								
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. 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

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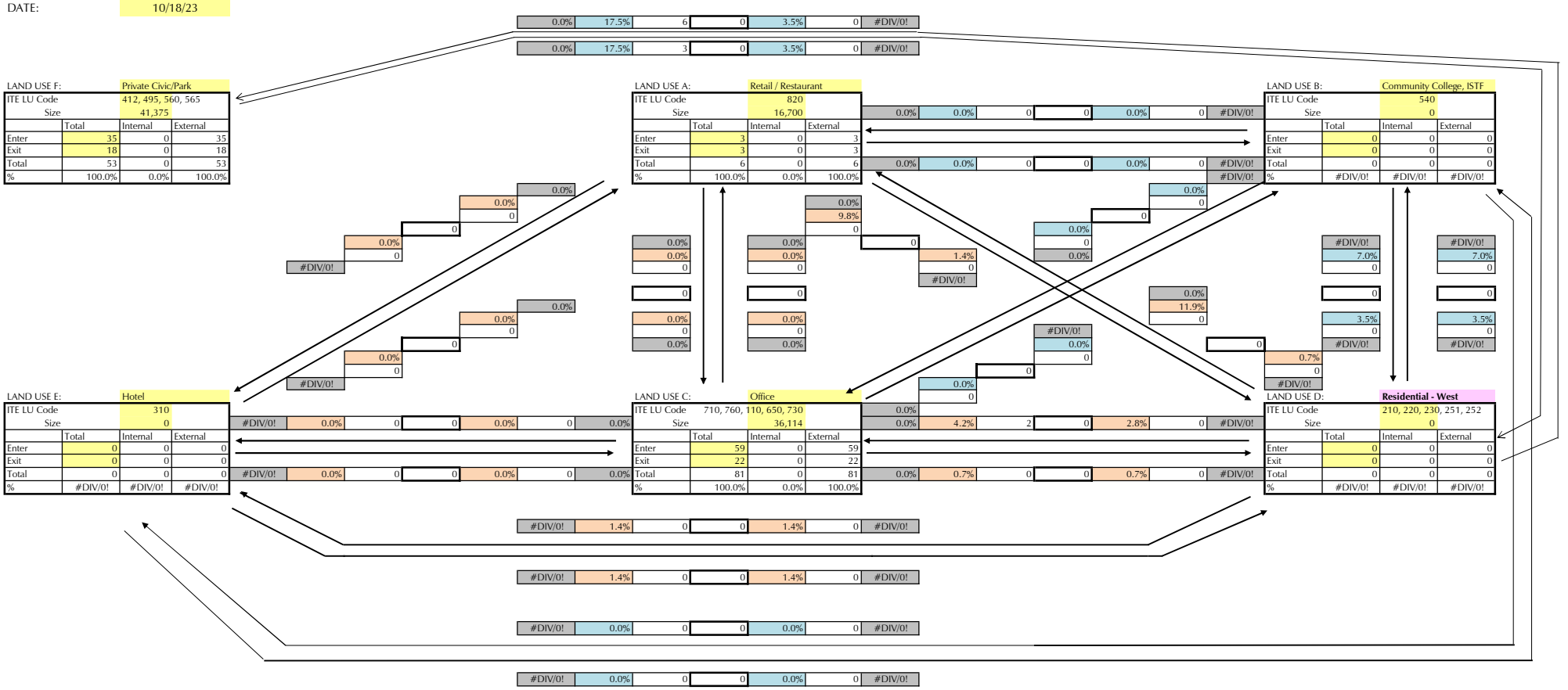
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Residential
TIME PERIOD: AM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
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

0.0% ← INTERNAL CAPTURE

LEGEND

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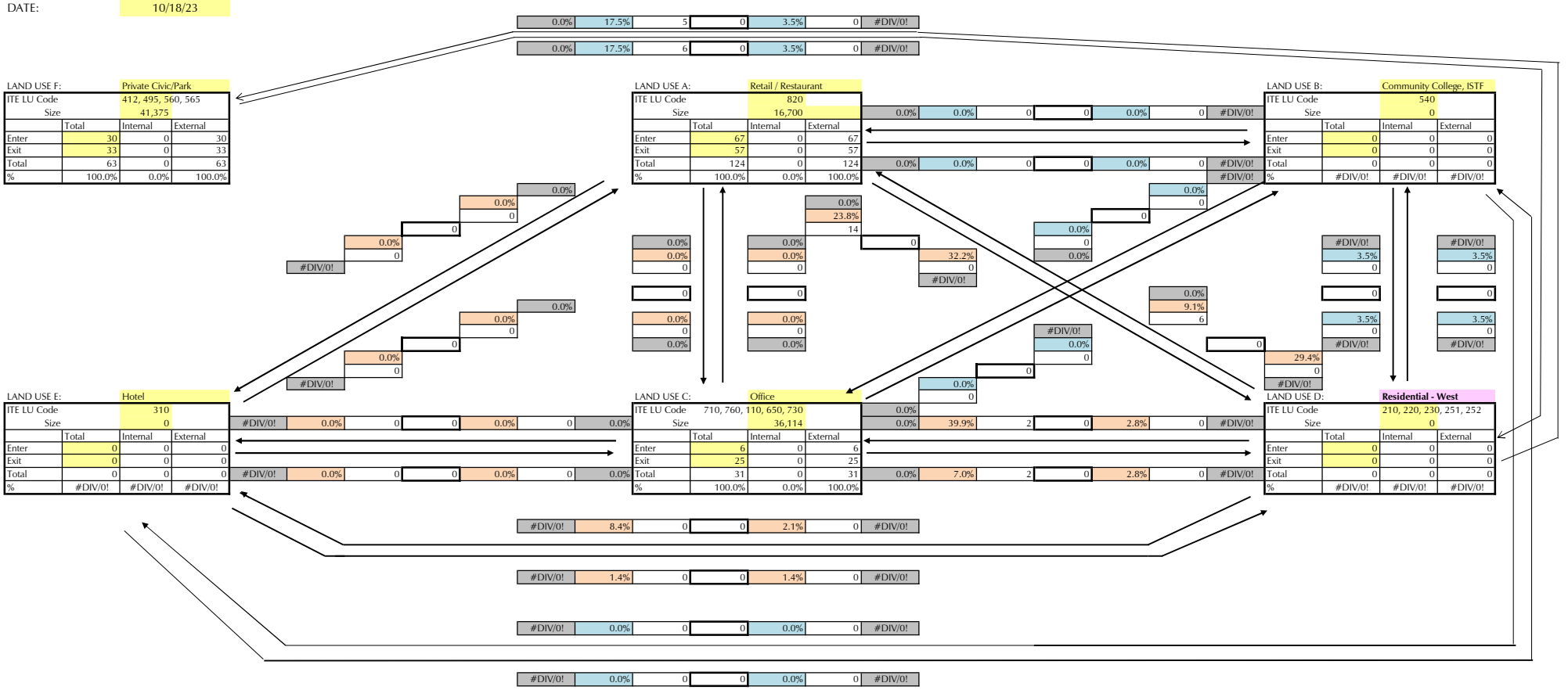
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Residential
TIME PERIOD: PM Peak Hour Traffic
DATE: 10/18/23



	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

0.0% ← INTERNAL CAPTURE

LEGEND

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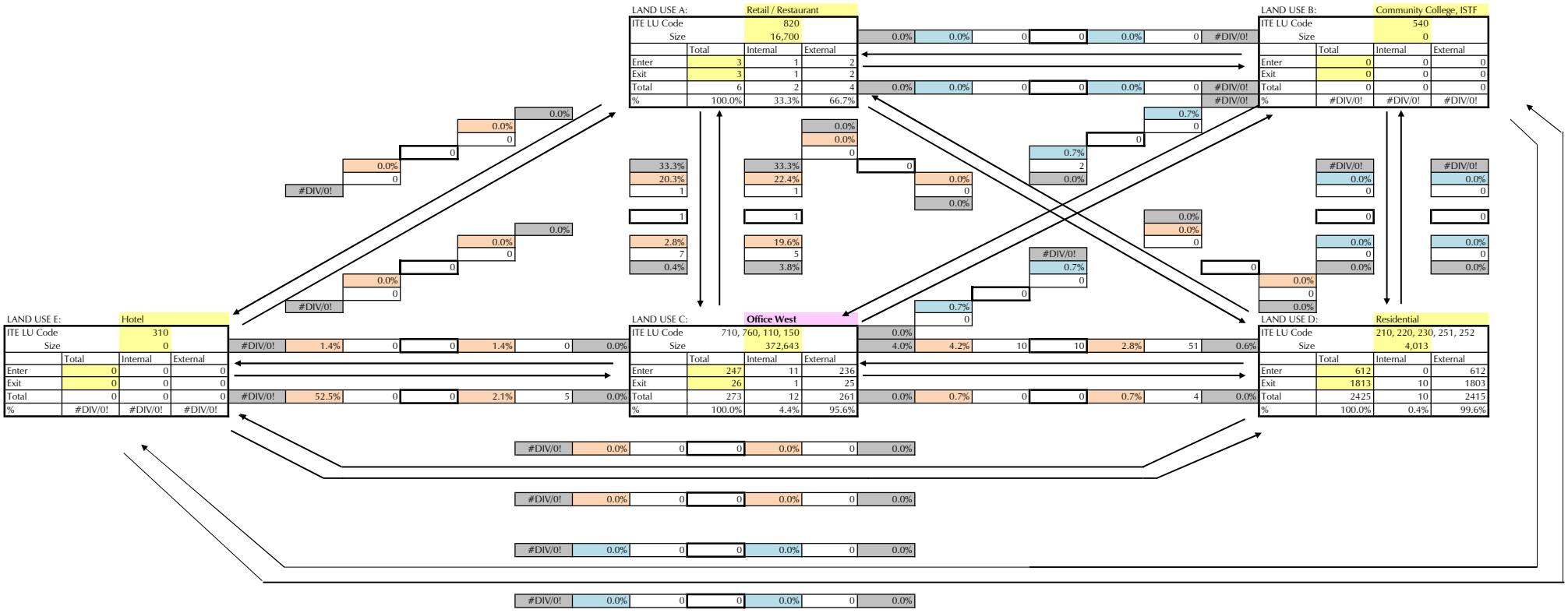
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Office
TIME PERIOD: AM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	2	0	236	612	0	850
Exit	2	0	25	1803	0	1830
Total	4	0	261	2415	0	2680
Single-Use Trip Gen.Estimate	6	0	273	2425	0	2704

0.9%

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).
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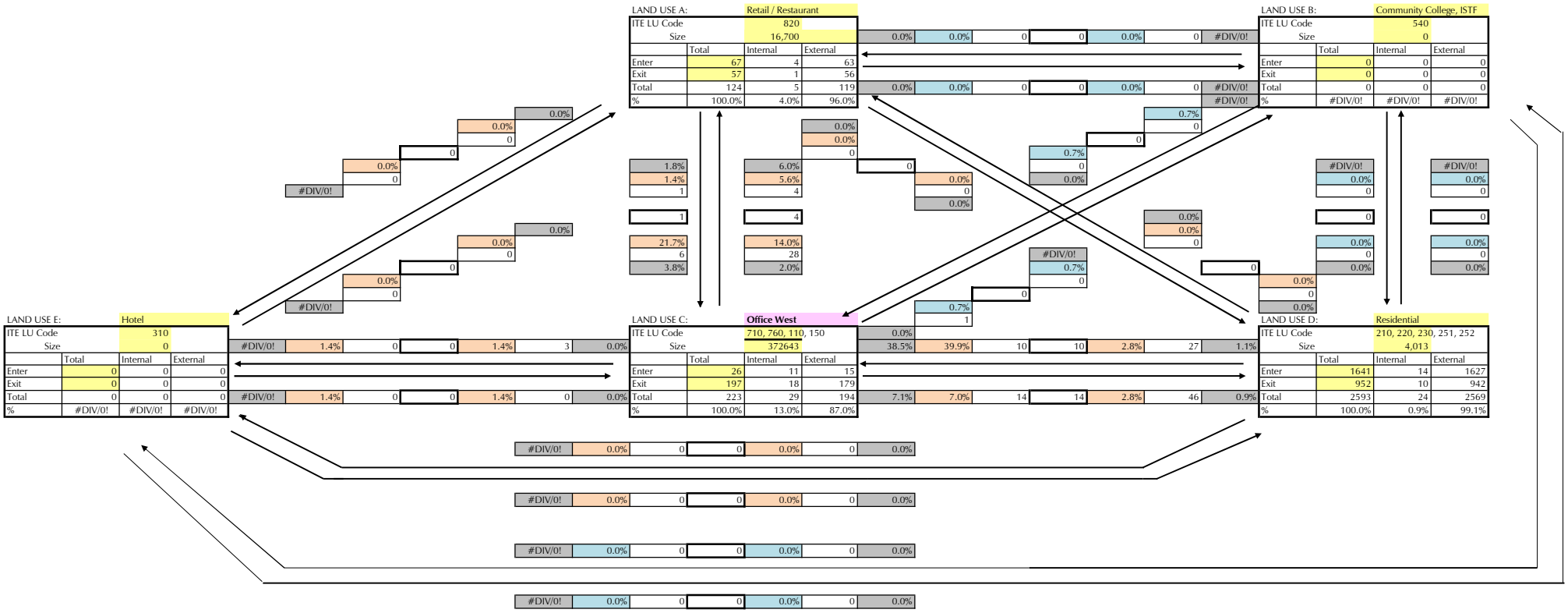
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Office
TIME PERIOD: PM Peak Hour Traffic
DATE: 10/18/23



	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	15	1627	0	1705	
Exit	56	0	179	942	0	1177	
Total	119	0	194	2569	0	2882	
Single-Use Trip Gen.Estimate	124	0	223	2593	0	2940	2.0%

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.
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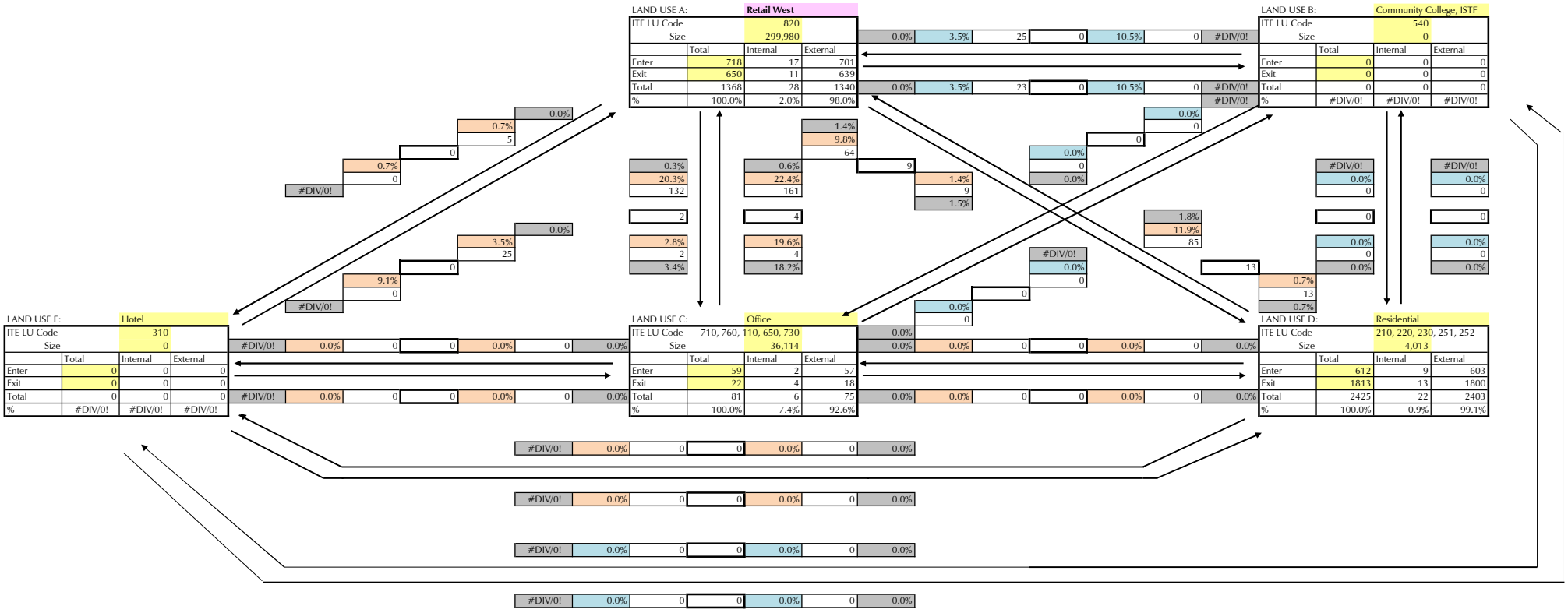
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Retail
TIME PERIOD: AM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	701	0	57	603	0	1361	
Exit	639	0	18	1800	0	2457	
Total	1340	0	75	2403	0	3818	
Single-Use Trip Gen.Estimate	1368	0	81	2425	0	3874	1.4%

INTERNAL CAPTURE

LEGEND

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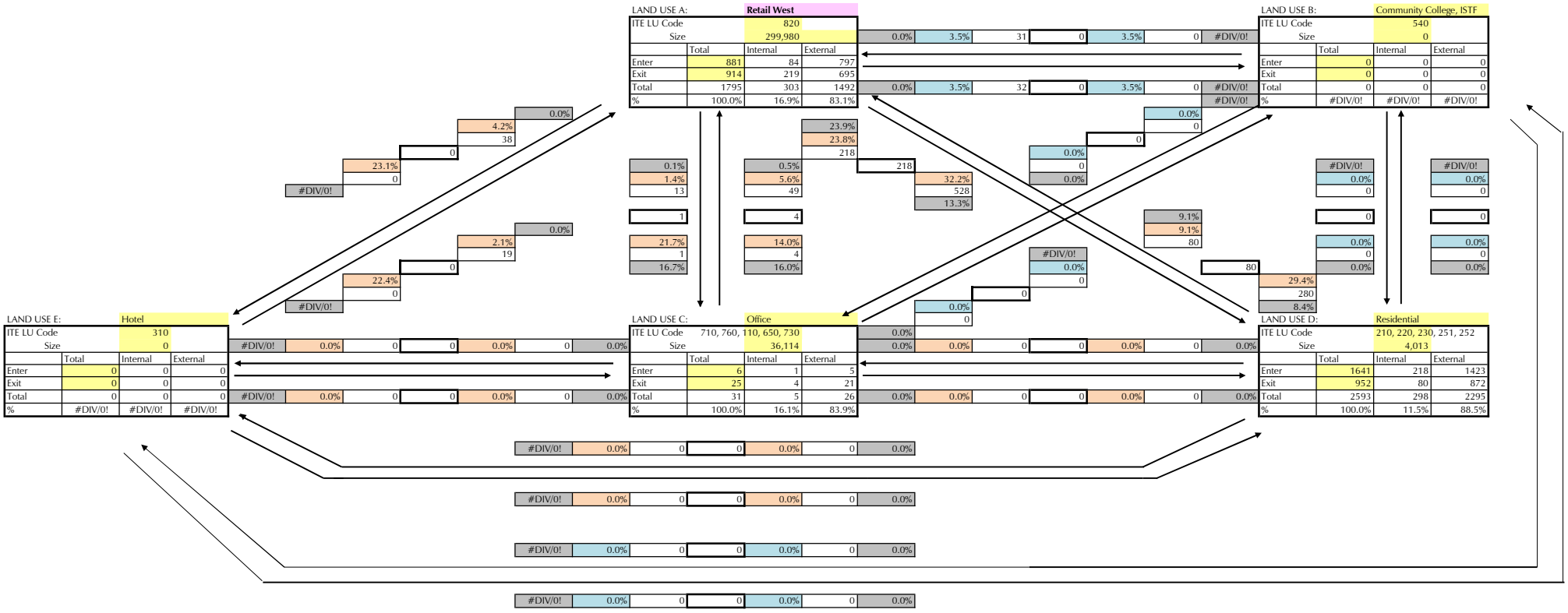
INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - Interzonal - Retail
TIME PERIOD: PM Peak Hour Traffic
DATE: 10/18/23



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	797	0	5	1423	0	2225	
Exit	695	0	21	872	0	1588	
Total	1492	0	26	2295	0	3813	
Single-Use Trip Gen.Estimate	1795	0	31	2593	0	4419	13.7%

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.
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12	Balanced number of trips (lowest value) between two land uses.

600 N Westshore Blvd, Suite 950
Tampa, FL 33609
o. 813.812.4100

April 21, 2025

South Florida Water Management District
3301 Gun Club Rd,
West Palm Beach, FL 33406
(561) 686-8800

RE: Minor Modification Request
Mavis Loxahatchee

To whom it may concern:

Please find enclosed submittal for Minor Modification to Publix at Westlake Plaza (Permit Modification #50-104973-P). The site is located at 16775 Persimmon Boulevard West, Westlake, FL 33470(Parcel ID: 77-40-43-01-24-001-0000). The project lies within section 01, township 43S, range 40E in the City of Westlake. Per the existing Permit Modification (50-104973-P) the master system encompasses a total of ±18.46 acres.

The site will be located on outparcel A as illustrated in Permit Modification (50-104973-P) App (210802-7003) and drain to the offsite dry detention area located to the west of the Master Development. Per the approved permitted plan outparcel A is 1.11 acres. The offsite dry detention area, which serves 18.46 acres and has maximum impervious area of 85% includes 4.03 acres of impervious area using the assumption that 61.72% of the commercial use area will be impervious.

The proposed conditions are described in further detail for outparcel A:

Outparcel A	Land Use Description	CN	Area (ac.)	Area (%)	Total Area (ac)	Weighted CN
PRE-DEVELOPMENT	Impervious	98	0.00	0%	1.11	**80.0**
	Open Space (Good Condition)	80	1.11	100%		
	Open Water	98	0.00	0%		
POST-DEVELOPMENT	Impervious	98	0.57	51%	1.11	**89.2**
	Open Space (Good Condition)	80	0.54	49%		
	Open Water	98	0.00	0%		

The post-development impervious area is 51% and therefore falls under the maximum impervious area per approved ERP.

Should there be any questions, or should additional information required, please feel free to contact us at (813) 812-4100 or via email: kdedrick@bohlereng.com.

Sincerely,

BOHLER ENGINEERING

Kayla Dedrick, P.E.
Assistant Project Manager, Land Development

File Attachments for Item:

B. MSP-2025-03: The applicant is requesting Master Sign Plan approval for Pod G North to be known as Town Center West, located West of Seminole Pratt Whitney Road, South of Town Center Pkwy N, and North of Town Center Pkwy S. The plan includes two (2) previously approved Pod Entry Monument signs and six (6) ground signs, arranged in two (2) sign groupings at the north, east, and south entrance of Pod G North. The subject application includes five (5) waivers.

Submitted By: Planning and Zoning

Meeting Agenda Item Coversheet

MEETING DATE:	1/6/2026	**Submitted By:** Planning and Zoning			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	**MSP-2025-03:** The applicant is requesting Master Sign Plan approval for Pod G North to be known as Town Center West, located West of Seminole Pratt Whitney Road, South of Town Center Pkwy N, and North of Town Center Pkwy S. The plan includes two (2) previously approved Pod Entry Monument signs and six (6) ground signs, arranged in two (2) sign groupings at the north, east, and south entrance of Pod G North. The subject application includes five (5) waivers.				
STAFF RECOMMENDATION: **(**MOTION READY)	**Motion to Approve** - MSP-2025-03 – Master Sign Plan including five (5) waivers for Pod G North.				
SUMMARY *and/or* JUSTIFICATION:	The applicant, Cotleur & Hearing, on behalf of MINTO PBLH LLC, is requesting approval of a Master Sign Plan for Pod G North, to be known as Town Center West. The request includes two (2) previously approved non-residential pod entry monument signs approved in 2018 (DS-AMEND-2018-01): one (1) at the corner of Town Center Parkway North and Seminole Pratt Whitney Road, and one (1) at the corner of Town Center Parkway South and Seminole Pratt Whitney Road. Additionally, the application includes two (2) ground sign groupings at three (3) different entrances: one (1) set at the north entrance of Pod G, one (1) set at the main entrance (east) of Pod G, and one set (1) at the southern entrance of Town Center Parkway South. The subject application also requests waivers from the City's sign code to allow two (2) ground signs per access entry, 17'2" width for the ground sign, 3'10" width for the totem, 10 tenants per sign face, and a distance between ground sign of 2 feet.				
SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**		
	STAFF REPORT:	X	**PROCLAMATION:**		
	EXHIBIT(S):	X	**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*	Agenda Item Sheet Staff Report Eng Approval Letter Application Justification Statement Master Sign 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 01/06/2026

PETITION DESCRIPTION

PETITION NUMBER: MSP-2025-03 *Master Sign Plan Pod G North (Town Center West)*

OWNER: MINTO PBLH LLC

APPLICANT: Cotleur & Hearing

ADDRESS: N/A

PCN: 77-40-43-01-29-000-0010

REQUEST The applicant is requesting Master Sign Plan approval for Pod G North to be known as Town Center West, located West of Seminole Pratt Whitney Road, South of Town Center Pkwy N, and North of Town Center Pkwy S. The plan includes two (2) previously approved Pod Entry Monument signs and six (6) ground signs, arranged in two (2) sign groupings at the north, east, and south entrance of Pod G North. The subject application includes five (5) waivers.

SUMMARY

The applicant, Cotleur & Hearing, on behalf of MINTO PBLH LLC, is requesting approval of a Master Sign Plan for Pod G North, to be known as Town Center West. The request includes two (2) previously approved non-residential pod entry monument signs in 2018 (DS-AMEND-2018-01): one (1) at the corner of Town Center Parkway North and Seminole Pratt Whitney Road, and one (1) at the corner of Town Center Parkway South and Seminole Pratt Whitney Road.

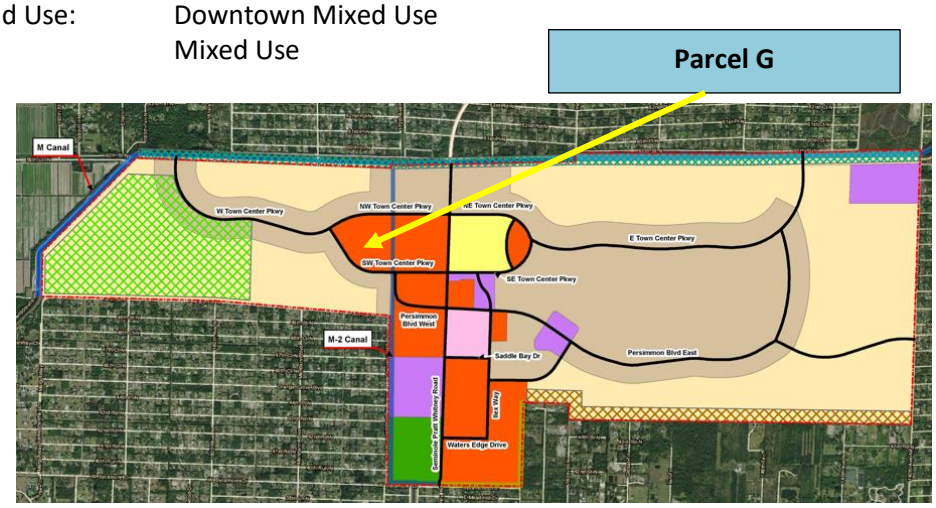
Additionally, the application includes two (2) ground sign groupings at three (3) different entrances: one (1) set at the north entrance of Pod G, one (1) set at the main entrance (east) of Pod G, and one set (1) at the southern entrance of Town Center Parkway South. The subject application also requests waivers from the City's sign code to allow two (2) ground signs per access entry, 17'2" width for the ground sign, 3'10" width for the totem, 10 tenants per sign face, and a distance between ground sign of 2 feet.

STAFF RECOMMENDATION

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

PETITION FACTS

a. Total Gross Site Area: 57.65 acres
b. Building Data: N/A
c. Land Use and Zoning
   Existing Land Use: Vacant
   Future Land Use: Downtown Mixed Use
   Zoning: Mixed Use



BACKGROUND

The site is located within Pod G, South of Town Center Pkwy N, West of Seminole Pratt Whitney Rd, and North of Town Center Pkwy S.

- On July 27, 2018, City Council approved the Design Guidelines, which include provisions for multiple monument signs in different locations.

- On April 1, 2025, City Council approved the plat for Pod G including North Parcel C where the subject site “Lowe’s” will be located.

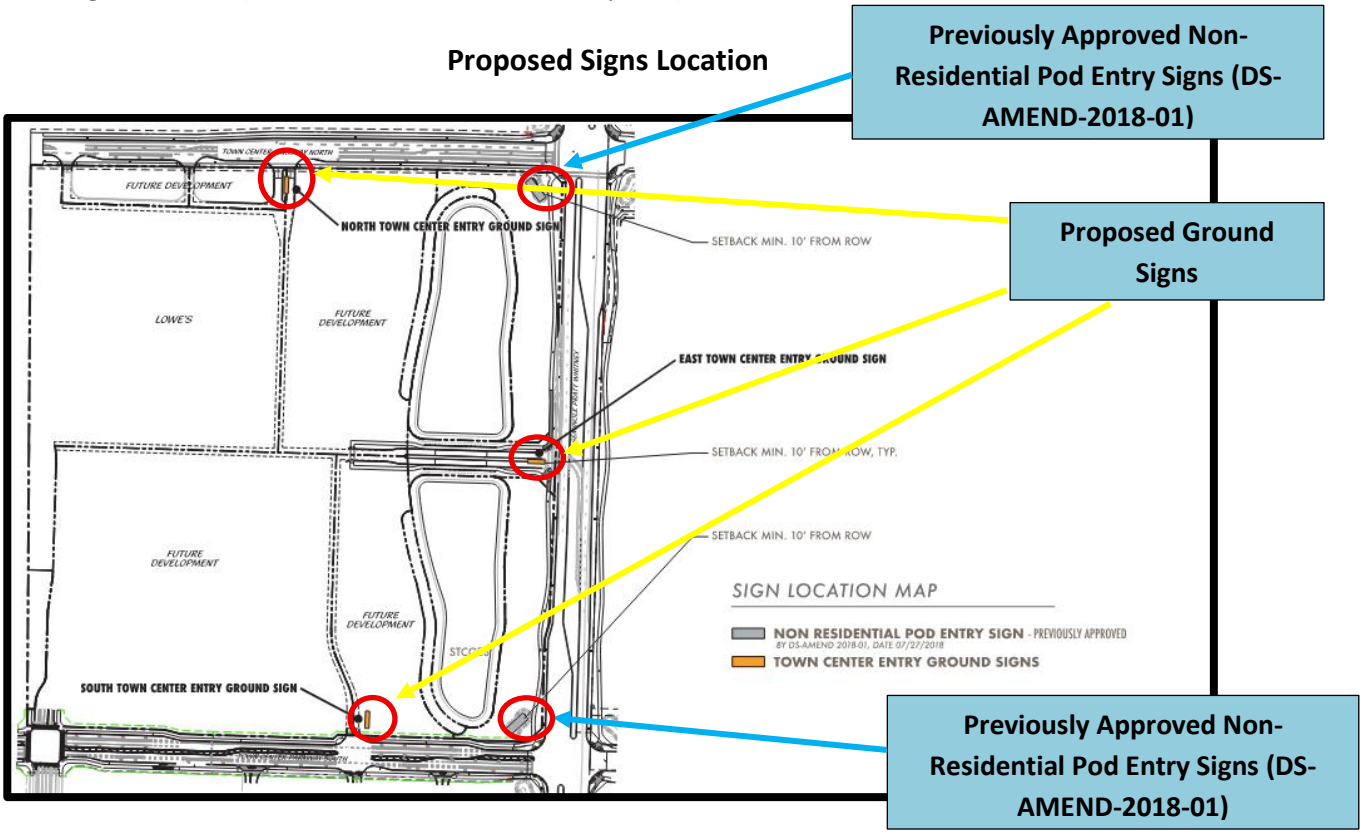
- On August 5, 2025, City Council approved the application SPR-2025-02 with conditions for the proposed 107,547 sq.ft. retail sale and service known as “Lowe’s”

- On October 27, 2025, City Council approved the application MSP-2025-05 for the Master Sign Plan for Lowe’s, which included six (6) waivers.

STAFF ANALYSIS

The applicant is requesting approval of a Master Sign Plan (MSP) for Pod G North, the request includes two (2) previously approved non-residential pod entry monument signs: one located at the corner of Town Center Parkway North and Seminole Pratt Whitney Road, and one at the corner of Town Center Parkway South and Seminole Pratt Whitney Road. Additionally, the application includes two (2) ground signs grouping at two (2) different entrances: one (1) set at the north entrance of Pod G, one (1) set at the main entrance of Pod G, and one set (1) at the southern entrance of Town Center Parkway South. The subject application also includes the following waivers:

1. **Ground Sign for Commercial Buildings within a pod:** To allow two 2 ground signs per access entry (where one is otherwise allowed).
2. **Ground Sign for Commercial Buildings within a pod**: To allow a maximum width of 17'2" for the ground sign (where 15' is otherwise allowed).
3. **Ground Sign for Commercial Buildings within a pod**: To allow a minimum width of 3'10" for the Totem Ground Sign (where width must equal 50% of sign height).
4. **Ground Sign for Commercial Buildings within a pod**: To allow up to 10 tenants per Sign Face (where 8 is otherwise allowed).
5. **Ground Sign for Commercial Buildings within a pod**: To allow a maximum distance between ground signs of 2 feet (where 60 feet is otherwise required).



Per Chapter 113. Sign. SECTION 113-8 Master Sign Plan: The city council, at the time of development order or site plan approval or amendment, may waive one (1) or more of the requirements of this chapter as part of a master sign plan.

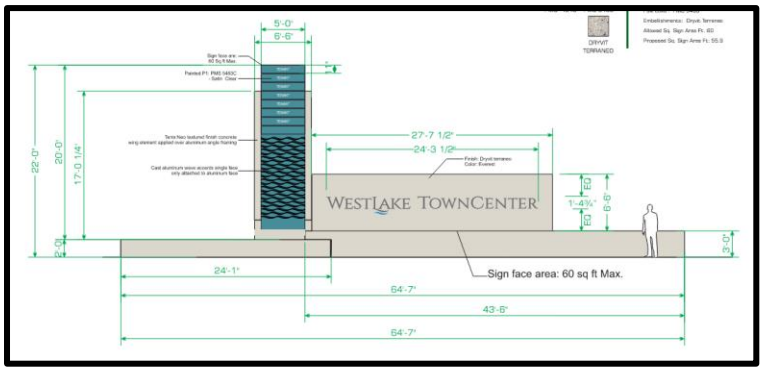
As part of the subject Master Sign Plan, the applicant is requesting the following waiver from the City Code Chapter 113:

Ground Signs for Commercial Building within Pod:

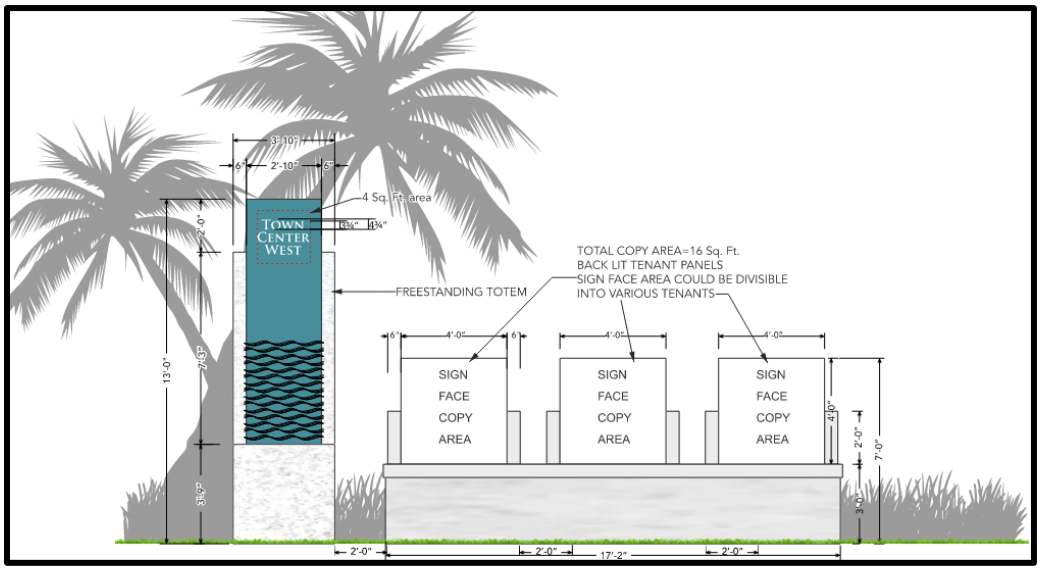
- To allow 2 ground signs per entry. *Sec 113-11. Maximum number of signs 1 per access entry.*
- To allow a minimum distance between ground signs of 2 feet. *Sec 113-11 Minimum distance between ground signs is 60 feet*
- To allow a maximum width of 17'2" for the ground signs. *Sec 113-11 Maximum width is 15 feet.*
- To allow a minimum width of 3'10" for the Totem Ground Signs. *Sec 113-11 Minimum width must equal 50% of sign height (13 feet height = maximum height 6.5 feet.)*
- To allow 10 tenants per sign face. *Sec 113-11 Maximum 8 tenants per sign face.*

SIGN TYPE	***CODE REQUIREMENTS***	***APPLICANT REQUEST***	***DEVIATION***	***Waivers Requested***
Town Center Ground Sign for Commercial Building within Pod	***1 per access entry for lots***	*2 Per access entry*	*+1 Per access entry*	*1*
	Max. Width 15'	*17'2"*	*+2'2"*	*1*
	Min. Width must be equal to 50% of sign height	*3'10"*	*-2'7"*	*1*
	8 Tenants per sign face	*10 Tenants sign face*	*+2*	*1*
	Distance between ground signs 60'	*2' between ground signs*	*-58*	*1*
				Total: 5 Waivers

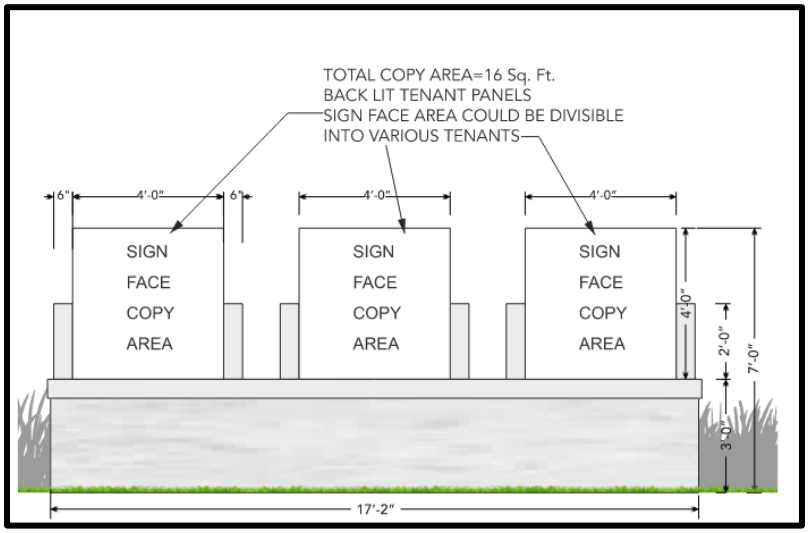
Previously Approved (DS-AMEND-2018-01) Non-Residential Pod Entry Pod Entry Monument Sign



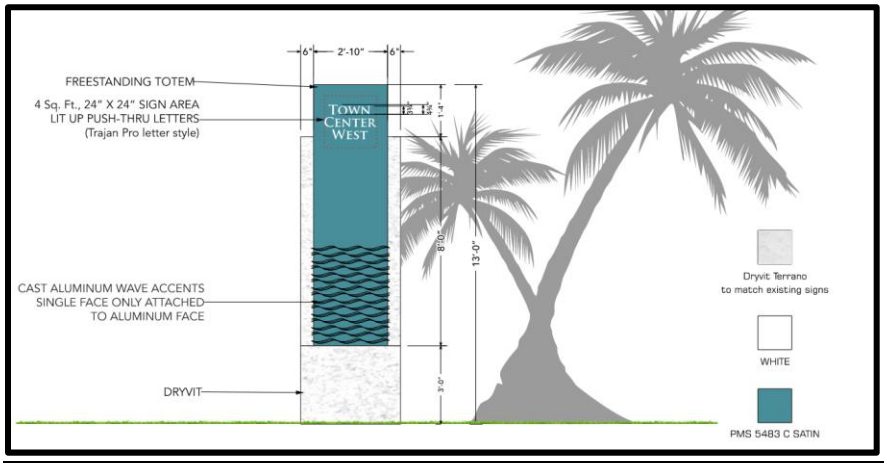
Proposed Town Center Entry Ground Signs



Small Ground Sign



Free Standing Totem



Provided Renderings

The requested waivers support a coordinated, master-planned signage program for a multi-tenant pod entry condition. The proposed sign groupings are intended to improve tenant visibility at pod entrances while maintaining a consistent design theme consistent with the Town Center design framework. Staff finds the waivers, as requested, do not undermine the intent of Chapter 113 and are appropriate within the context of a Master Sign Plan.

FINAL REMARKS

MSP-2025-03 will be heard by the City Council on January 6, 2026. The public hearing was advertised in compliance with the City's code requirement. Based upon the facts and findings contained herein, the Planning and Zoning and Engineering Departments have no objections to the approval of MSP-2025-03.

CITY OF WESTLAKE

Engineering Department

4001 Seminole Pratt Whitney Road
Westlake, Florida 33470
Phone: (561) 530-5880
www.westlakegov.com

DATE:	9/5/2025
APPLICATION NUMBER:	MSP-2025-03
DESCRIPTION:	Pod G North – Master Sign Plan
APPLICANT:	Cotleur & Hearing
OWNER:	Minto PBLH, LLC
REQUEST:	Master Sign Plan Review
LOCATION:	Westlake, FL
STAFF REVIEW:	**RECOMMENDATION OF APPROVAL**

The Engineering Department recommends approval of the plans submitted on 08-29-2025.

The following documents were reviewed by the Engineering Department as part of this resubmittal package:

1) 1) Response to Comment Letters, dated 8/28/25
2) 2) SIgned Fee Authorization Forms, dated 8/22/25
3) 3) Pod G N MSP Justification, dated 8/28/25
4) 4) Parcel G North_Master Signage Plan_08-28-25, dated 8/28/25

This letter has been prepared by the following individual, in association with their consultants and subconsultants:

Suzanne Dombrowski, P.E.
Chen Moore and Associates
Tel: 561.746.6900 x 1035
Email: sdombrowski@chenmoore.com

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

PLANNING & ZONING BOARD ☐ **Meeting Date:** _____

CITY COUNCIL ☐ **Meeting Date:** _____

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 attached checklist. If not applicable, indicate with N/A.**

*The **Planning & Zoning Board** meets the **second Monday of the month at 6:00 p.m.,** as needed in the City Council Chambers, 4005 Seminole Pratt Whitney Road. The applicant will be informed in writing of their scheduled meeting date. After review and recommendation by the Planning & Zoning Board, applications will be heard by the City Council. The **City Council** meets on **the second Monday of the month at 6:30 p.m.,** in the City Council Chambers.*

I. PROJECT DESCRIPTION & APPLICANT INFORMATION

PROJECT NAME: Pod G North – Master Sign Plan (MSP-2025-03)

PROJECT ADDRESS: TBD

DESCRIPTION OF PROJECT: Master signage plan for Parcel G North, non-residential pod entry, ID monument and secondary/individual ground signs

Property Control Number (PCN), list additional on a separate sheet: 77-40-43-01-29-000-0010

Estimated project cost: TBD

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

Address: 16604 Town Center Pkwy N, Suite B, Westlake, FL 33470

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

Agent (if other than owner complete consent section on page 3):

Name: Cotleur & Hearing

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

Phone No.: 561-747-6336 Fax No.: _____ E-mail Address: dhearing@cotleur-hearing.com

II. LAND USE & ZONING

A) **ZONING MAP DESIGNATION** Mixed Use B) **FUTURE LAND USE MAP DESIGNATION** Downtown Mixed Use

C) Existing Use(s) Vacant

D) Proposed Use(s), as applicable Non-residential signs for future use

III. ADJACENT PROPERTIES

	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	Vacant	Downtown Mixed Use	Mixed Use
NORTH	Parcel E - Vacant	Residential 2	Residential 2
SOUTH	Parcel G SW – James Business Park	Downtown Mixed Use	Mixed Use
EAST	Parcel L - Vacant	Downtown Mixed Use	Town Center
WEST	Future Development	Downtown Mixed Use	Mixed Use

V. OWNER/APPLICANT ACKNOWLEDGEMENT AND CONSENT

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

I/we, the owners, hereby give consent to Cotleur & 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

8/7/25
Date

Donaldson Hearing
Applicant/Agent's Name (please print)

Applicant/Agent's Signature

8.7.2025
Date

CITY OF WESTLAKE
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470
Email: info@westlakegov.com
Phone: (561) 530-5880
www.westlakegov. corn

AUTHORIZATION TO UTILIZE REVOLVING PROJECT ACCOUNT

CONTROL NUMBER	JOB NUMBER & DESCRIPTION	AMOUNT
CWL-317	MSP-2025-03 Parcel G North Master Sign Plan	$1,000.00

I authorize the City of Westlake to withdraw funds from "Deferred Revenue Developer Submittals (Minto)" account for the above referenced project fee.

We have submitted checks to be issued to the City of Westlake to replenish the "Deferred Revenue Developer Submittals (Minto)" account.

Signature

8/7/2025
Date

John F. Carter
Printed Name

Cotleur & Hearing

LC26000535

LAND PLANNING + LANDSCAPE ARCHITECTURE + TRANSPORTATION

1934 COMMERCE LANE • SUITE 1
JUPITER, FLORIDA • 33458
561.747.6336 561.747.1377

December 12, 2025

Osniel Leon
Chen Moore & Associates

PETITION NUMBER: MSP-2025-03
REQUEST: Master Sign Plan Review – Parcel G North Master Sign Plan - Resubmittal

Dear Osniel,
Please accept this resubmittal for the Parcel G North Master Sign Plan, whereby we have revised the Town Center Entry Ground signs, based on input from planning staff. The entry ground signage feature now consists of a three (3)-panel composition on a unified base and the accompanying (separate) totem feature ground sign. The base height of the totem feature has been increased to 3'9", which represents 30% of the totem feature height. This will reduce the number of deviations we are requesting from the sign code.

The width of the 3-panel ground sign feature has been increased by 2'-2" from 15' to 17'-2" to improve the visual aesthetic of the panel elements. The totem remains a separate stand-alone feature. The totem is designed as a vertical expression and intended to match the branding established for the Westlake Entry Monuments. The Totem width measures 3' 10" which is important to maintain the design proportions.

The design of the LOWE'S sign face will remain blue, which is integral to their corporate branded trademark.

The waiver table has been revised to reflect 3 deviations to the sign code for ***Ground Sign for Commercial Building within Pod***, as follows (a revised waiver table is attached):

1) Code Number of Signs per Access Entry = 1.
The applicant is requesting 2 at each entry (Totem ground sign & 3-panel ground sign)

2) Code Ground Sign Width = 15 ft.
The applicant is requesting a width of 17'-2" for the 3-panel ground sign. This represents an increase of 2'-2" to the width.

3) Code Ground Sign Width = 15ft.
The applicant is requesting a width of 3'-10" for the totem ground sign feature. This is a deficit of 2'8" to the 50% of height requirement of the code.

4) Number of Tenants per sign face = 8.
The applicant is requesting up to 10 sign tenants per sign face for the 3-panel ground sign feature. (max 4 per panel) These sign positions will be reserved for the major tenants in Parcel G.

5) Distance between ground signs =60'
As a result of the unique nature of the signage design, there is only a 2' separation between the totem feature and the 3 panel ground signs. Therefore, the waiver request is for a reduction of 58'

As you know we worked hard to compromise with city staff on this revised design. We trust this resubmittal will satisfy any concerns, and we appreciate the consideration extended. Please feel free to contact me with any questions you may have.

Thank you,
Cotleur & Hearing

/dc
Donaldson E. Hearing, ASLA, LEED® AP
Principal

Cc Zane Beard
Katryn Rosmell
Donna Cesaro

WESTLAKE™

Cotleur & Hearing
LAND PLANNING + LANDSCAPE ARCHITECTURE

PARCEL G NORTH
MASTER ENTRY SIGN PLAN
DECEMBER 2025

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

SIGNAGE PROGRAM INDEX

WESTLAKE™

3 SIGN LOCATION MAP

4 NON RESIDENTIAL POD ENTRY SIGN - PREVIOUSLY APPROVED

4A NON RESIDENTIAL POD ENTRY SIGN - PREVIOUSLY APPROVED

5 TOWN CENTER ENTRY GROUND SIGN

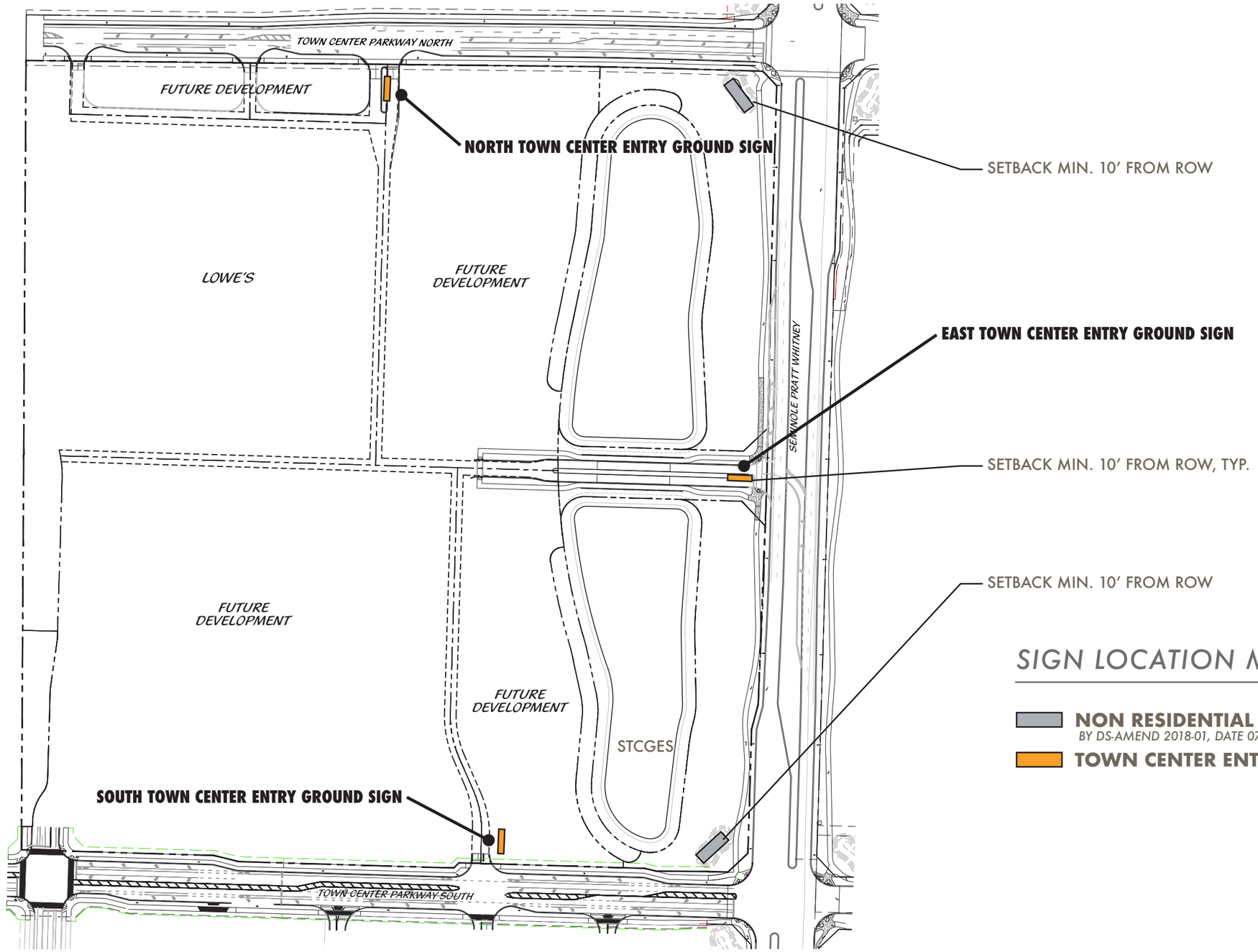
5A TOWN CENTER IDENTIFICATION ENTRY GROUND SIGN [TOTEM DETAIL]

5B TOWN CENTER IDENTIFICATION 3 PANEL ENTRY GROUND SIGN [DIRECTIONAL DETAIL]

6 WAIVER TABLE

SIGN LOCATION MAP

WESTLAKE™



SIGN LOCATION MAP

NON RESIDENTIAL POD ENTRY SIGN - PREVIOUSLY APPROVED
BY DS-AMEND 2018-01, DATE 07/27/2018

TOWN CENTER ENTRY GROUND SIGNS

NON RESIDENTIAL POD ENTRY SIGN (PREVIOUSLY APPROVED)

WESTLAKE

ART SIGN CO INC
835 NW 6TH AVE.
FT. LAUDERDALE, FL 33311
954.763.4410 | artsignfl.com

CLIENT: Westlake

FILE: Westlake Town Center 78 v5

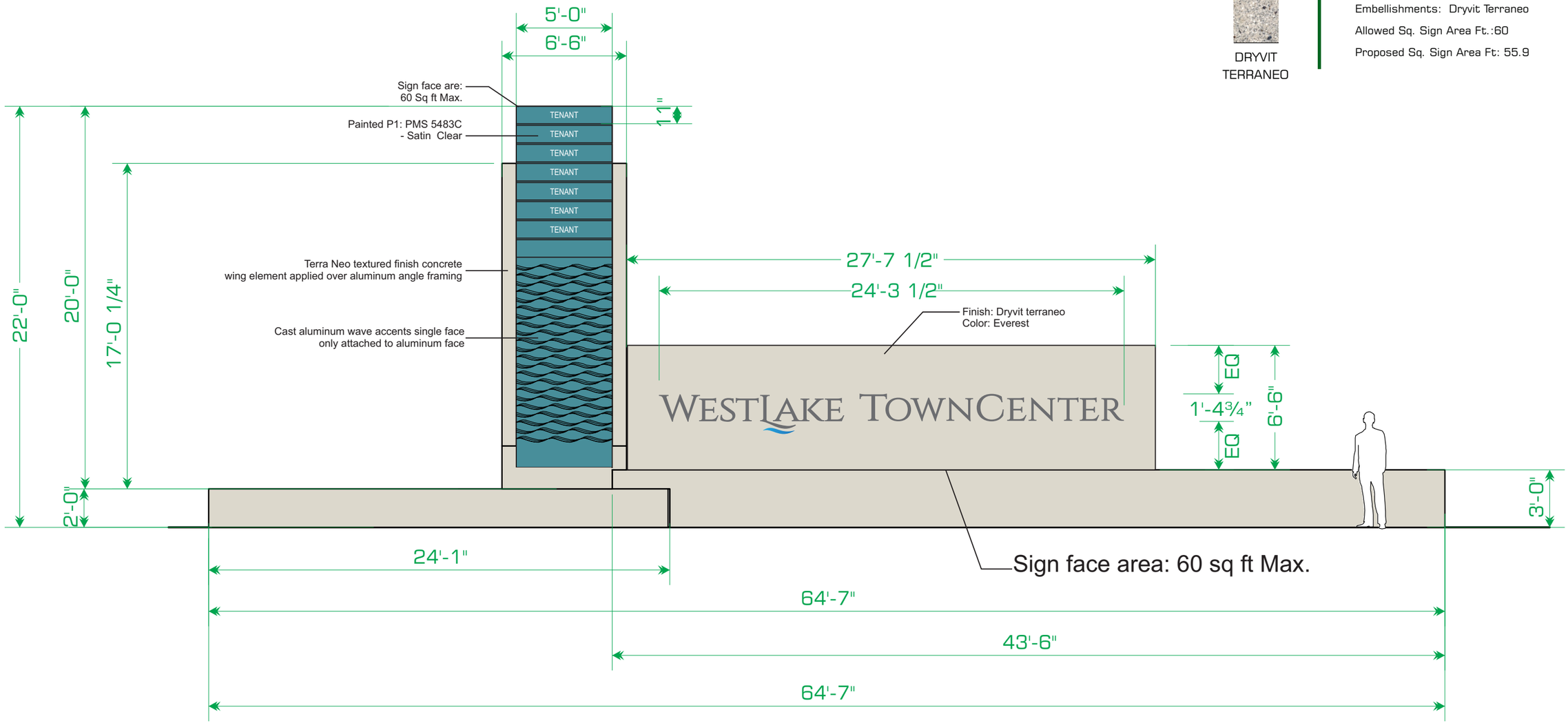
ADDRESS: 5251 Seminole Pratt Whitney Road, Westlake, FL

PMS 404C

PMS 5483

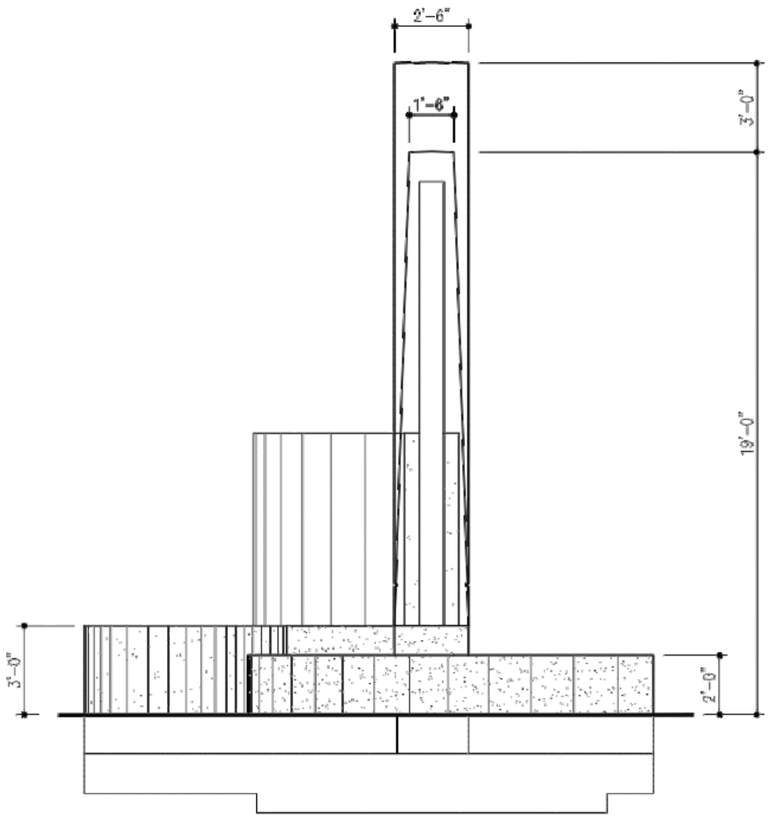
DRYVIT TERRANEO

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: 55.9

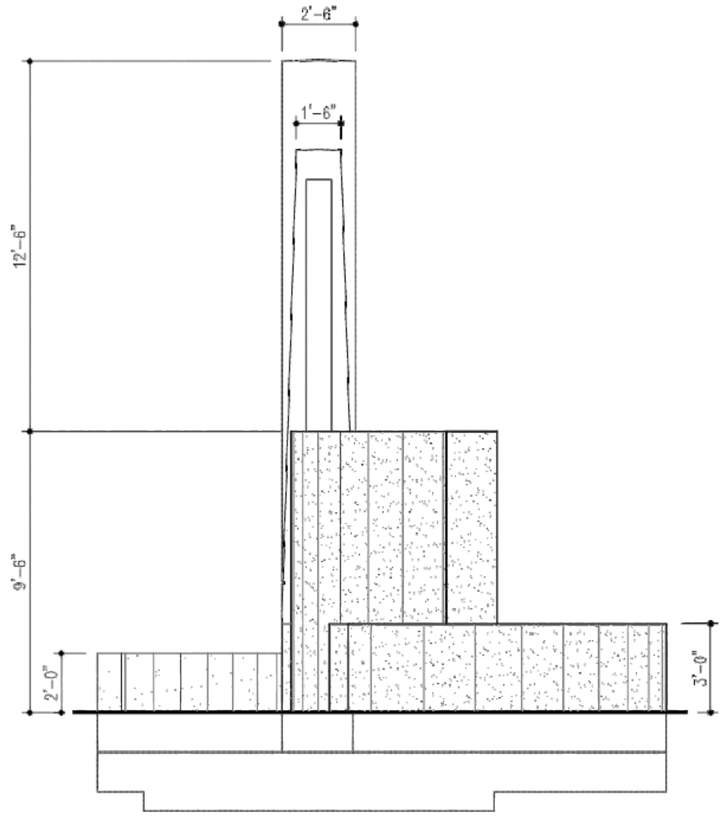


Cotleur & Hearing
LAND PLANNING + LANDSCAPE ARCHITECTURE

PARCEL G NORTH
Master Signage Program



A6 | **SIDE VIEW:** (Planter Side)
Scale: 1/8"=1'-0"



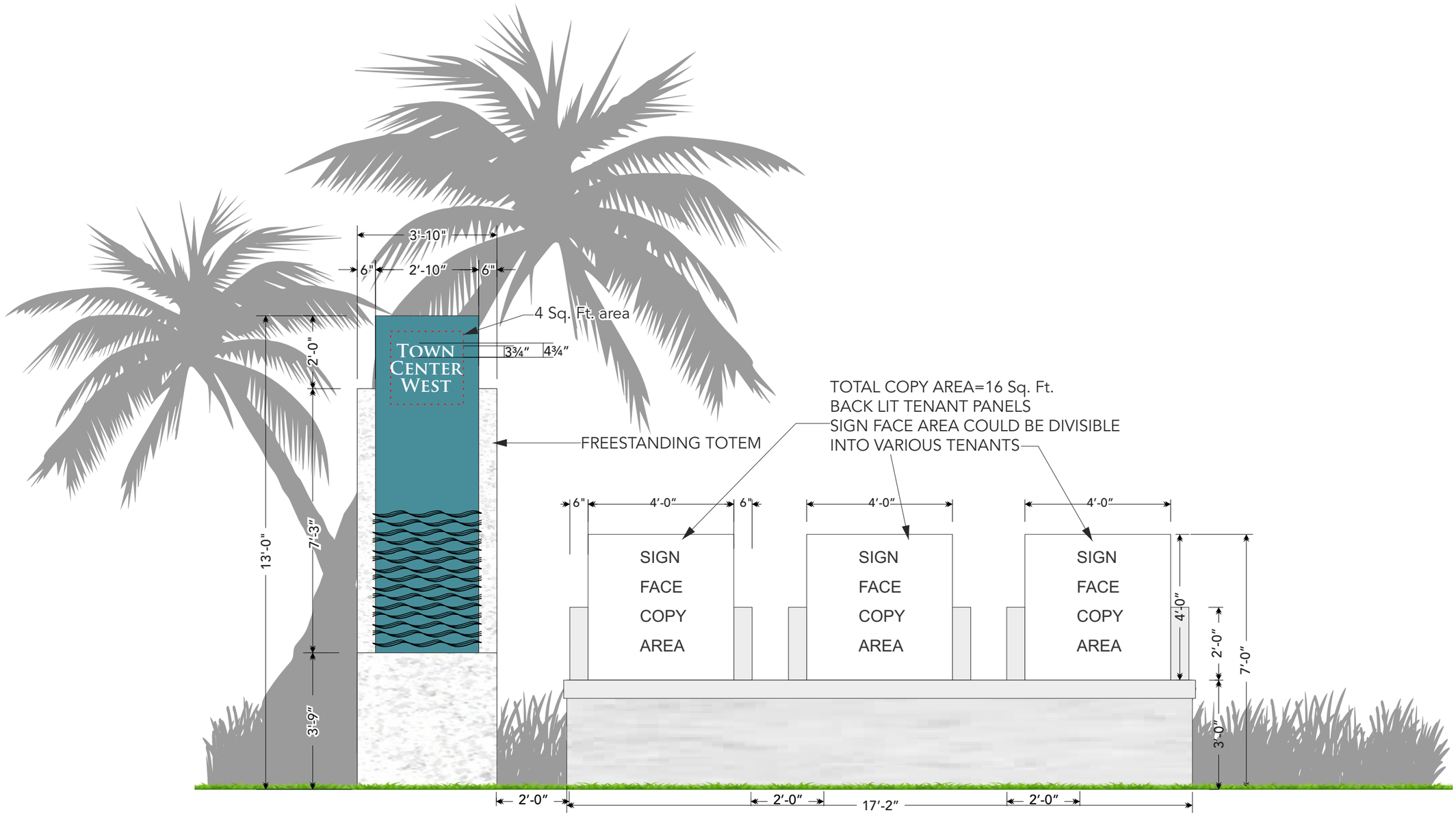
A7 | **SIDE VIEW:** (Tower Side)
Scale: 1/8"=1'-0"

TOWN CENTER ENTRY GROUND SIGN

WESTLAKE™

ART SIGN CO INC
835 NW 6TH AVE.
FT. LAUDERDALE, FL 33311
954.763.4410 | artsignfl.com

CLIENT: Westlake Town Center West
FILE: Westlake Town Center West v6
ADDRESS: address

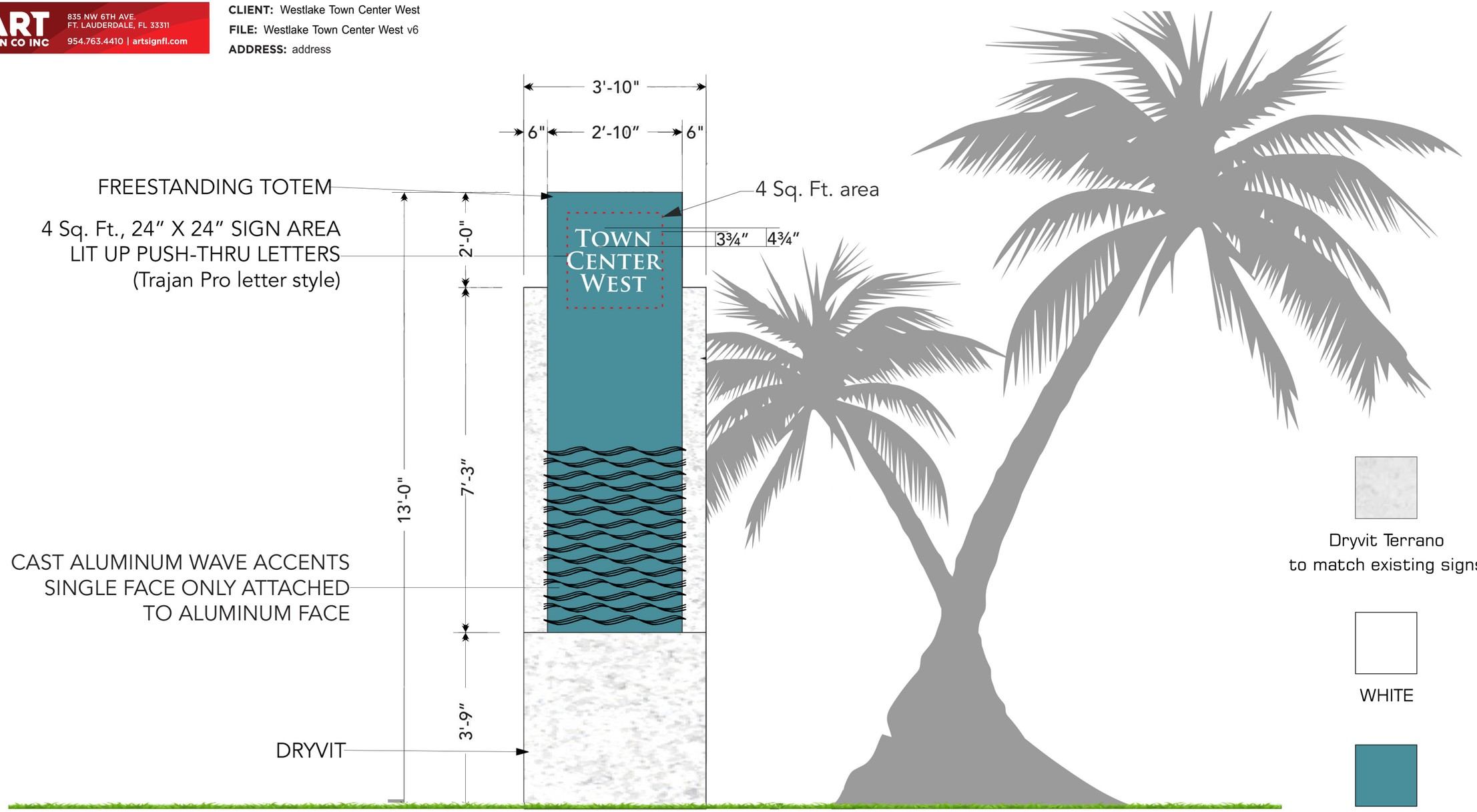


TOWN CENTER ENTRY IDENTIFICATION GROUND SIGN: FREESTANDING TOTEM W/ ILLUMINATED PUSH-THRU COPY

WESTLAKE™

ART SIGN CO INC
835 NW 6TH AVE.
FT. LAUDERDALE, FL 33311
954.763.4410 | artsignfl.com

CLIENT: Westlake Town Center West
FILE: Westlake Town Center West v6
ADDRESS: address



Dryvit Terrano
to match existing signs

WHITE

PMS 5483 C SATIN

Cotleur & Hearing
LAND PLANNING + LANDSCAPE ARCHITECTURE

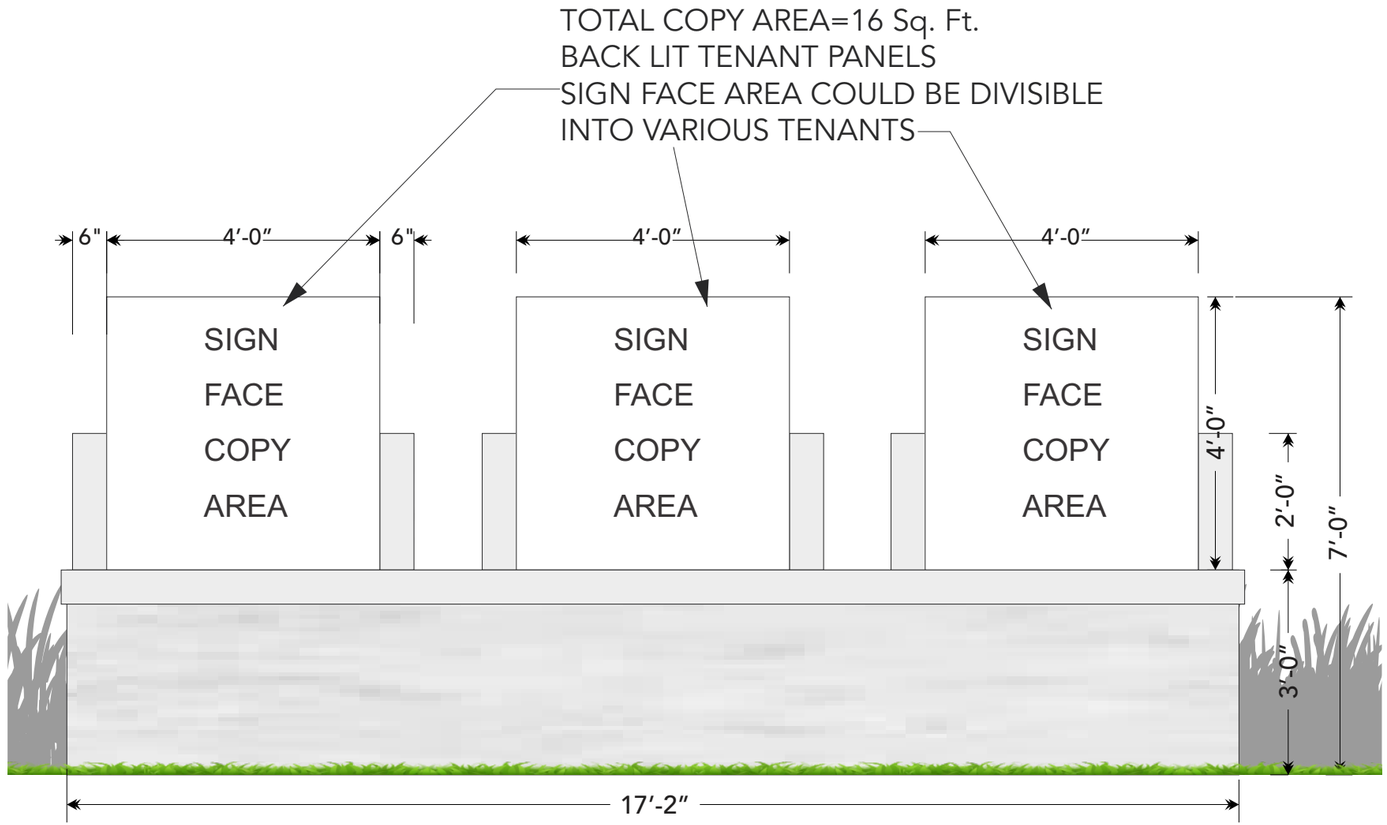
PARCEL G NORTH
Master Signage Program

TOWN CENTER 3 PANEL ENTRY IDENTIFICATION GROUND SIGN: INTERNALLY-ILLUMINATED PLEX FACE DIRECTIONAL SIGN (QTY:3)

WESTLAKE™

ART SIGN CO INC
835 NW 6TH AVE.
FT. LAUDERDALE, FL 33311
954.763.4410 | artsignfl.com

CLIENT: Westlake Town Center West
FILE: Westlake Town Center West v6
ADDRESS: address



Dryvit Terrano
to match existing signs

WHITE PLEX

Cotleur & Hearing
LAND PLANNING + LANDSCAPE ARCHITECTURE

PARCEL G NORTH
Master Signage Program

Sign Type	Code Req'mt.	Applicant Request	Deviation	Waiver #
Town Center Ground Sign For Commercial Buildings Within Pod (Town Center Ground Signs)	**1 Per Access Entry**	**2 ground signs per access entry (see note 1)**	**+ 2 per access entry**	**#1**
	Width 15 ft			
	- 3 Panel Ground Sign	**17',2"**	**+ 2',2"**	**#2**
	- Totem Ground Sign	**3',10"**	**- 2',7"**	**#3**
	8 Tenants Per Sign Face	**10 (Up to)**	**+ 2**	**#4**
	Distance between ground signs – 60'	**2'**	**- 58'**	**#5**

Note 1: **Each of the Town Center entry signage features (2 individual ground signs) will be located as designated on the Master Sign Plan Sign Location Map.**

File Attachments for Item:

A. SECOND READING: Ordinance 2025-10 – Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)

Submitted By: Planning and Zoning

ORDINANCE NO. 2025-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS," TO REVISE SECTION 101-1, "DEFINITIONS AND ACRONYMS," TO ESTABLISH A DEFINITION FOR "RECREATION, INDOOR SPORT COURT"; AND AMENDING CHAPTER 111, "PARKING," TO REVISE SECTION 111-192, "GENERAL PROVISION," INCLUDING AMENDMENTS TO TABLE 111-192, "REQUIRED OFF-STREET PARKING SPACES," TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Meeting Agenda Item Coversheet

MEETING DATE:	01/06/2026	**Submitted By:** Planning and Zoning			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	**SECOND READING:** Ordinance 2025-10 – Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)				
STAFF RECOMMENDATION: (MOTION READY)	Motion to ADOPT of Ordinance 2025-10 – Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)				
SUMMARY *and/or* JUSTIFICATION:	This Ordinance amends Chapter 101 and Chapter 111 of the City Westlake, Code of Ordinances to establish definition, standards, and development regulations for recreation, indoor sport court.				
SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**		
	STAFF REPORT:		**PROCLAMATION:**		
	EXHIBIT(S):	X	**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*	Exhibit A: Ordinance 2025-10: Chapter 111 & Chapter 101 Zoning Text Amendment (Recreation, Indoor Sport Court)				
SELECT, *if applicable*	**RESOLUTION:**		**ORDINANCE: 2025-10**	X	
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.***	**ORDINACE NO. 2025-10** **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS," TO REVISE SECTION 101-1, "DEFINITIONS AND ACRONYMS," TO ESTABLISH A DEFINITION FOR "RECREATION, INDOOR SPORT COURT"; AND AMENDING CHAPTER 111, "PARKING," TO REVISE SECTION 111-192, "GENERAL PROVISION," INCLUDING AMENDMENTS TO TABLE 111-192, "REQUIRED OFF-STREET PARKING SPACES," TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**				
FISCAL IMPACT *(if any):*				$	

1st Reading _____
2nd Reading_____

ORDINANCE NO. 2025-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY OF WESTLAKE CODE OF ORDINANCES BY AMENDING CHAPTER 101, "GENERAL AND ADMINISTRATIVE PROVISIONS," TO REVISE SECTION 101-1, "DEFINITIONS AND ACRONYMS," TO ESTABLISH A DEFINITION FOR "RECREATION, INDOOR SPORT COURT"; AND AMENDING CHAPTER 111, "PARKING," TO REVISE SECTION 111-192, "GENERAL PROVISION," INCLUDING AMENDMENTS TO TABLE 111-192, "REQUIRED OFF-STREET PARKING SPACES," TO ESTABLISH PARKING REQUIREMENTS FOR RECREATION, INDOOR SPORT COURTS; PROVIDING FOR CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Whereas, the City of Westlake has established off-street parking and loading standards intended to ensure that adequate parking is provided for all uses located within the City; and

Whereas, the City Council finds it necessary and appropriate to update certain definitions and parking schedules to address new or evolving land uses, including indoor sport court facilities; and

Whereas, the Local Planning Agency has conducted a hearing on December 2, 2025, and made a recommendation to the City Council regarding the proposed amendments; and

Whereas, the City Council has conducted a public hearing on January 6, 2026 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.

SECTION 2. The City Council hereby amends the City's Code of Ordinances by specifically amending Chapter 101 Entitled "General and Administrative Provisions" by specifically amending Section 101-1 entitled "Definitions and acronyms":

Article I. – IN GENERAL.

Section 101-1. Definitions and acronyms.

Recreation, Indoor Sport Court means only enclosed court-based sports, such as, padel, pickleball, volleyball and tennis courts.

SECTION 3. The City Council hereby amends the City's Code of Ordinances by specifically amending Chapter 111 Entitled "Parking" by specifically amending Section 111-192 entitled "General provision" the amendment to Table 111-192 entitled "Required Off-Street Parking Spaces" amended as follows:

TABLE 111-192: REQUIRED OFF-STREET PARKING SPACES

Recreation, Indoor Sport Court	4 spaces per court, plus 1 space per employee

SECTION 4. Codification. It is the intention of the City Council that the provisions of this Ordinance shall be codified within the Code of Ordinances of the City of Westlake. Sections may be renumbered, re-lettered, and terminology may be adjusted to achieve proper codification.

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

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

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

1st Reading _____
2nd Reading_____

PASSED this _____ day of _____, 2026, on first reading.

PASSED AND ADOPTED this _____ day of _____, 2026, on second reading.

City of Westlake

_____
JohnPaul O'Connor, Mayor

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

ATTEST:

_____
Odet Izquierdo, Acting City Clerk

APPROVED AS TO LEGAL FORM:

_____
CITY ATTORNEY

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 LDR CODE AMENDMENT

ZTA- 2025-02

PLANNING & ZONING BOARD ☐ **Meeting Date:** _____

CITY COUNCIL **Meeting Date:** _____

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 attached checklist. If not applicable, indicate with N/A.**

*The **Planning & Zoning Board** meets the **second Monday of the month at 6:00 p.m.,** as needed in the City Council Chambers, 4005 Seminole Pratt Whitney Road. The applicant will be informed in writing of their scheduled meeting date. After review and recommendation by the Planning & Zoning Board, applications will be heard by the City Council. The **City Council** meets on **the second Monday of the month at 6:30 p.m.**, in the City Council Chambers.*

I. PROJECT DESCRIPTION & APPLICANT INFORMATION

PROJECT NAME: Pod G Southwest – James Business Park (SPM-2025-04)

PROJECT ADDRESS: 16935 & 17035 Persimmon Blvd. West

DESCRIPTION OF PROJECT: Zoning text amendment to required off-street parking regulations

Property Control Number (PCN), list additional on a separate sheet: 77404301210010000

Estimated project cost: TBD

Property Owner(s) of Record (Developer) James Business Park, LLC

Address: 6051 Southern Blvd., Suite 800, West Palm Beach, FL 33413

Phone No.: 561-281-2671 Fax No.: _____ E-mail Address: btristano.jamlyn@gmail.com

Agent (if other than owner complete consent section on page 3):

Name: Cotleur & Hearing

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

Phone No.: 561-747-6336 Fax No.: _____ E-mail Address: dhearing@cotleur-hearing.com

II. LAND USE & ZONING

A) **ZONING MAP DESIGNATION** Mixed Use B) **FUTURE LAND USE MAP DESIGNATION** Downtown Mixed Use

C) Existing Use(s) Vacant/Agriculture/Utility

D) Proposed Use(s), as applicable Light Industrial – Warehouse/Ancillary Office

III. ADJACENT PROPERTIES

	EXISTING USE(S)	FUTURE LAND USE DESIGNATION	ZONING DISTRICT
SUBJECT PROPERTY	Constructed	Downtown Mixed Use	Mixed Use
NORTH	Pod G North - Vacant	Downtown Mixed Use	Mixed Use
SOUTH	Pod H – Westlake Landings (Under Construction)	Downtown Mixed Use	Mixed Use
EAST	Publix Plaza Constructed	Downtown Mixed Use	Mixed Use
WEST	Vacant	Residential 2	Residential 2

V. OWNER/APPLICANT ACKNOWLEDGEMENT AND CONSENT

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

I/we, the owners, hereby give consent to Cotleur & 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.

Ben Tristano	Donaldson Hearing	Owner's
Name (please print)	Applicant/Agent's Name (please print)	
Signature	Applicant/Agent's Signature	Owner's
Date		Date

CITY OF WESTLAKE
Planning and Zoning Department
4001 Seminole Pratt Whitney Road Westlake, Florida 33470
Phone: (561) 530-5880 www.westlakegov.com

Application Fee Estimate

DATE: October 13, 2025

APPLICATION: Land Development Regulation Text Amendment

APPLICATION NUMBER: ZTA-2025-02

APPLICANT: Cotleur & Hearing, Inc.

CITY OF WESTLAKE
OCT 16 2025
RECEIVED

Zoning Text Amendment	$5,000.00
Total Fee	**$5,000.00**
Amount Remaining	$5,000.00

This estimate has been prepared by the following individual, in association with their consultants and subconsultants:

Ck# 10014

Osniel Leon

Osniel Leon, AICP
Chen Moore and Associates
Tel: (561) 437-0837
Email: oleon@chenmoore.com

Disclaimer: The calculated fees provided for you are approximate estimations for this permit fee only, and are based solely on the project information provided by you. There may be additional fees involved from other City departments, reinspections, plan revisions, as-builts, etc. These additional fees, if applicable, shall be addressed prior to scheduling a final inspection.

James Business Park LLC
17035 Persimmon Blvd W
Suite 100
Westlake, FL 33470

TD Bank
63-1482/670

10014

FRAUDARMOR

10/15/2025

PAY TO THE ORDER OF City of Westlake

$ **5,000.00

Five thousand and 00/100********** DOLLARS

City of Westlake
4001 Seminole Pratt Whitney Rd
Westlake, FL 33470 USA

MEMO JBP

AUTHORIZED SIGNATURE

Photo Safe Deposit®

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James Business Park LLC 10014

10/15/2025	**City of Westlake**		
		ZTA-2025-02	5,000.00
Cash		JBP	5,000.00

Article 8.9 Number of Parking Spaces Required

Section 1: General Provisions

(a) *Miscellaneous uses.* For any use not listed in Table 111-192, the planning and zoning director shall determine off-street parking requirements based on uses with similar characteristics.

(b) *Required spaces.* The number of off-street parking spaces required for individual uses is established in the table in subsection (i) of this section. The standards established in this section provide the minimum vehicular parking requirements for the various uses as classified. As indicated in the table in subsection (i) of this section, the planning and zoning director may request additional information to demonstrate compliance with overall parking demand.

(c) *Mixed uses.* For mixed use projects approved by the city council with a specific percentage of individual uses, total off-street parking requirements shall be calculated based upon the requirements applicable to each individual use. For commercial shopping centers or other centers which may provide a variety of mixed uses, the parking requirements for a shopping center shall apply.

(d) *Parking deviations.* Deviations from the provisions of this chapter may be permitted for government facilities within the downtown mixed use and civic zoning districts, subject to approval by the city council utilizing the following standards:

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

(2) Adverse effects on adjacent uses and lands, including, but not limited to, visual impact, are determined to be minimal or otherwise negligible upon review and consideration of surrounding lands, uses, zoning, future land use (FLU), character, or other pre-existing conditions;

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

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

(5) Approval of the deviation is consistent with the purpose, goals, policies, and objectives of the comprehensive plan and these land development regulations; and

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

(e) *Low speed electric vehicles (LSEV).* For purposes of this article, the term "LSEV" means a golf cart, hybrid golf carts, low speed vehicles, neighborhood electric vehicles, speed modified golf carts, and slow moving vehicles, as those terms are defined in Ordinance No. 2020-11.

(1) Residential developments with recreation areas, such as recreation pods. Golf courses, or recreational facilities designed and intended for use by occupants of residential developments or subdivisions) may provide LSEV parking spaces to be used to meet up to thirty (30) percent of the required recreational parking spaces. Recreational parking spaces are defined as those that serve recreational areas exclusively.

(2) Nonresidential developments shall provide a minimum of two (2) percent and a maximum of ten (10) percent LSEV parking spaces to meet parking space requirements. These spaces are to be accessible from the shared use path. If the overall number of parking spaces required is less than or equal to thirty (30). No LSEV parking spaces are required but they are permitted.

(3) Parking lots that have LSEV greater than the minimum required shall be designed to accommodate the required number of general use parking spaces, and LSEV parking shall be so delineated by striping, signage, or other measures to meet the minimum standards as provided for in section 111-102.

(4) For purposes of counting LSEV spaces towards parking requirements, one (1) LSEV parking space shall be considered equivalent to one (1) general use space.

(5) When there is a change of land use and/or in ownership these spaces may be converted to general-use spaces at the option of the landowner.

(6) LSEV chargers may be provided as LSEV spaces but are not required.

(7) LSEV are permitted to park in standard vehicle parking spaces.

(f) *Motorcycles.* For nonresidential use providing fewer than fifty (50) parking spaces, one (1) off-street parking space may be provided to accommodate parking of motorcycles. For nonresidential use providing fifty (50) or more spaces, a maximum of three (3) off-street spaces (per fifty (50) general use spaces) may be redesigned and designated to accommodate parking of motorcycles. These spaces may be included in or counted towards the number of parking spaces required.

(g) *Assigned parking.* Parking spaces assigned to a specific use may be authorized by the city manager or designee, provided the number of spaces assigned to a particular use does not exceed five (5) percent of the number of spaces required for such use. Assigned spaces shall be clearly identified by signage. Assigned spaces and required signage shall be indicated on the approved site plan associated with the affected use. Assigned parking shall not be considered in shared parking calculations.

(h) *Parking lot landscaping, signage and drainage.* Parking lot landscaping, signage, drainage, and construction standards are addressed in other chapters of the city land development regulations.

Table 8.6. Required Off-Street Parking Spaces

Use/Category	Spaces Required
Residential[1, 2]	
Dwelling, single-family, detached or attached	2 spaces per unit, plus minimum of 4% of total required spaces for guest parking
Dwelling, multifamily	1 space per bedroom, plus minimum of 5% of total required spaces for guest parking
Dwelling, single-family, detached or attached, affordable or workforce housing	1 space per unit
Dwelling, mobile home/manufactured home	1 space per unit, plus minimum of 4% of total spaces for guest parking
Accessory dwelling unit	1 space per unit
Residence hall or dormitory	0.75 spaces resident
Community residential home, type I (6 or less residents)	Greater of 2 spaces per unit or 1 space for each bedroom
Community residential home, type II (7—14 residents)	1 space per 4 residents
Assisted living facility (1 or more residents)	1.25 space per dwelling unit for independent living; 1 space per 2 beds for assisted living; 1 space per 4 beds
Foster care facilities and group homes	Lesser of 1 space for each bedroom or 0.5 space per resident
Retail and Commercial	
Sexually oriented business	1 space per 250 square feet
Antique store	1 space per 400 square feet
Appliance and electronics store	1 space per 400 square feet
Motor vehicle repair and/or service establishments, gasoline stations, and car washes	1 space per 300 square feet, plus 1 space per service bay for repair and 1 space per 2 bays for car wash, plus 1 space per 5,400 square feet of outdoor storage area

Auto dealership	1 space per 250 square feet of enclosed display area and offices, plus 1 space per 4,500 square feet of outdoor sales, display and rental, plus 1 space for every 2 service bays[1]. Vehicle sales, storage, or display areas shall not be counted towards meeting required parking[1]
Auto rental, accessory	1 space per 600 square feet of storage area
General retail sales or service not specifically listed in this table	1 space per 300 square feet
Banquet facility	1 space per 125 feet of indoor and outdoor assembly area
Convenience store with or without gas sales	1 space per 240 square feet, plus 1 space per gas pump island (bay) if provided
Farm equipment and sales	1 space per 250 square feet of enclosed display area and offices, plus 1 space per 4,500 square feet of outdoor sales, display and rental, plus 1 space for every 2 service bays. At least 1 off-street loading area for equipment transport trailers shall be provided
Feedstore	1 space per 300 square feet
Grocery store/supermarket	1 space per 240 square feet
Hotels, motels, other accommodation services	0.75 spaces per room, plus 1 space per 300 sf of event/conference space. Restaurant oriented toward use of public at large shall be separately calculated
Landscape, nursery, and garden supplies	1 space per 300 square feet, plus 1 space per 1,200 square feet of outdoor display area
Medical office	1 space per 240 square feet
Motorcycle sales and service	1 space per 600 square feet of enclosed display area and offices, plus 1 space per 5,400 square feet of outdoor sales, display and rental, plus 1 space for every 2 service bays
Nightclub, bar, or lounge	1 space per 2 seats but not less than 1 space per 100 square feet
Restaurant, fast food (with or without drive-through)	1 space per 150 gross square feet, including outdoor seating, plus 1 space per 250 square feet for employee parking
Restaurant, general, less than 51% of sales come from service of alcoholic beverages	1 space per 150 gross square feet, including outdoor seating, plus 1 space per 250 square feet for employee parking
Restaurant, general, 51% or more of sales come from service of alcoholic beverages	1 space per 100 gross square feet, including outdoor seating, plus 1 space per 250 square feet for employee parking
Restaurant, take out	1 space per 100 gross square feet, including outdoor seating, plus 1 space per 250 square feet for employee parking
Shopping center/mixed uses	1 space per 225 square feet
Showrooms, general	1 space per 600 square feet
Personal Services	
Animal boarding kennel and pet grooming	1 space per 400 square feet of office
Bank/financial institution with or without drive through	1 space per 300 square feet

Business, trade and vocational schools	1 space for every 3 students, plus 1 space per 360 square feet of classroom and office space, plus 1 space for every 5 seats in gymnasiums and auditoriums
Cemetery, funeral home, mausoleum	1 space per 200 square feet of office space, plus 1 space per 100 feet of assembly area (1 per 4 seats)
Professional medical services office or health care clinic	1 space per 240 square feet
Clinic, veterinary	1 space per 300 square feet
Day care, child and adult	1 space per 12 students or clients, plus 1 pickup/drop off space per 12 students, plus 1 space per every 2 vans and/or buses
Emergency health care, standalone, no overnight stay	1 space per 110 square feet.
Health, physical fitness, massage therapist, and spa	1 space per 250 square feet
Housekeeping and janitorial services	1 space per 300 square feet, plus 1 space for every 2 company vehicles
Laboratory; general, dental, or medical	1 space per 300 square feet
Laundry, self-service	1 space per 240 square feet
Laundry, linen supply and cleaning service	1 space per 1,200 square feet, plus 1 space for every 2 bays
Motion picture studio	1 space per 360 square feet of office space, plus 6 spaces per studio, plus 1 space per 1,200 square feet
Nursing homes and continuing care facilities	1 space per 5 beds, plus 1 space per 300 square feet of office space, 1.25 spaces per du for independent living.
Self-service storage	1 space per 150 storage spaces, plus 1 spaces per security quarters, plus 3 spaces per office
Office	
Office, business and professional	1 space per 300 square feet
Public and Institutional	
Places of worship	1 space per 4 seats, plus 1 space per 300 square feet of office, plus required parking for additional use (child or adult day care, elementary or secondary school, etc.)
College or university, public or private	1 space per 360 square feet of classroom, office, meeting, and assembly rooms
Emergency department	1 space per 200 square feet, plus 1 space per employee
Governmental uses	1 space per 360 square feet
Hospice care center	2 spaces per bed, plus 1 space per 200 square feet of outpatient treatment area
Hospital	2 spaces per bed, plus 1 space per 200 square feet of outpatient treatment area
Medical facility with overnight stay	1 space per bed, plus 1 space per 200 square feet of outpatient treatment area
Post office	1 space per 360 square feet
Post office, accessory	4 spaces
Schools, elementary and middle	1 space for every 2 classrooms, plus 1 space per 300 square feet of office, plus 1 pickup/drop off space per 12 students

Schools, high	1 space per classroom, plus 1 space per 250 square feet of office, plus 1 space per every 3 students
Urgent care center	1 space per 200 square feet, plus 1 space per employee
Cultural, Entertainment, and Recreational	
Art gallery and museum, public or private	1 space per 720 square feet
Auditorium, public or private	1 space per 3 seats
Bowling alley	1 spaces per lane, plus required parking for additional use (lounge restaurant, meeting rooms, etc.)
Club, lodge, or clubhouse, private	1 space per 360 square feet
Golf course, public or private	3 spaces per hole, plus 1 space per 360 square feet of clubhouse, plus required parking for additional uses
Park, public	To be determined
Recreation center, public	Greater of 1 space per 240 square feet or 1 space per 4 seats
Recreation, commercial-indoor	1 space per 360 square feet
Recreation, Indoor Sport Court	4 spaces per court, plus 1 space per employee
Recreation, commercial-outdoor	6 spaces per acre
Recreational vehicle park	1 space per rv parking space; 1 space per camping cabin; 1 space per 600 square feet of administrative, maintenance, or commercial space; 1 spaces per security dwelling
Stadium or arena, public or private	1 space per 3 seats
Theater, indoor	1 space per 3 seats
Zoo, public or private	8 spaces per acre
Wholesale	
Wholesale and warehousing, general	1 space per 2,400 square feet, plus 1 space per 300 square feet of office
Light Industrial	
Manufacturing, general	1 space per 1,200 square feet, plus 1 space per 300 square feet of office
Contractor's storage yard	1 space per 300 square feet of office, plus 1 space per 20,000 square feet of open storage area
Express or parcel delivery distribution center	1 space per 1,200 square feet, plus 1 space for every 2 bays
Transport, Utilities, and Communications	
Airport, general aviation	1 space for every 2 tie-downs and/or hangar spaces
Automobile, RV, and boat storage, commercial	1 space per 300 square feet of office, plus 1 space per vehicle to be stored
Freight depot	1 space per 1,200 square feet, plus 1 space per 300 square feet of office
Helistop	Number of spaces to be determined by the planning and zoning director
Passenger station	To be determined
Radio/television broadcast studio	1 space per 300 square feet
Utility plant and major substations	To be determined
Wireless telecommunication facilities	Number of spaces to be determined by planning and zoning director
Other	

Mixed uses, excluding shopping centers	The total requirement for off-street parking shall be the sum of the requirements of the various uses computed separately
Mobile home, temporary	1 space per 300 square feet, plus additional spaces as determined by the planning and zoning director
Recreation, accessory	Number of spaces to be determined by planning and zoning director
Uses not specifically mentioned	Apply requirements for a use which is mentioned and similar to the subject use
Master site plan	Nonresidential and mixed use projects may submit a parking study to address the entire development's parking requirements, which may include shared or off-site parking

Notes:

1. Garages may be used to meet per unit residential parking requirements.
2. The guest parking requirement can be met by allowing daytime guest parking on street, calculated by using twenty (20) lineal feet (exclusive of driveway entrances) per space, or by guest parking spaces elsewhere throughout the project, such as mail kiosk, park, clubhouse or other parking spaces.
3. Square feet equals gross floor area.
4. Parking studies. Parking studies, when provided, to be conducted in a professionally accepted manner to determine adequate parking for proposed use.

(Ord. No. 2024-03)

Sec. 101-1. Definitions and acronyms.

(a) *Florida statute definitions.* The definitions used in chapter 163, Florida Statutes, apply.

(b) *Words not defined.* Words not defined by the Florida Statutes, the comprehensive plan, or these LDRs shall have their plain and ordinary meaning.

(c) *Definitions.* The following words, terms and phrases, when used in this subpart, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Accessory dwelling unit means a dwelling unit located on the same parcel of land as a principal single-family dwelling. An accessory dwelling is a complete, independent living facility equipped with a kitchen and bathroom.

Accessory solar facility means a solar energy system which utilizes roof space or other space on the parcel of land to provide electricity or heat for use on the parcel of land. Export of electricity to the electrical grid is incidental and subordinate to the purpose of supplying electricity to the primary use of the parcel of land.

Accessory use or *accessory structure* means a use or structure incidental and subordinate to the principal use, including accessory dwelling units and accessory solar facilities.

Agricultural uses means the use of land for aquaculture, horticulture, floriculture, viticulture, forestry, dairy, livestock, poultry, bees, plant crops, and any other form of farm product and farm production. Land areas include croplands, pasture lands, orchards, vineyards, nurseries, horticulture areas, groves, and specialty farms. Buildings, support facilities, dwelling units for farm operators and farmworkers, machinery, and other appurtenances used in the production of agricultural products are included. Agricultural uses do not include concentrated and/or confined animal feeding operations.

Alley means a through public right-of-way less than twenty-five (25) feet in width commonly located to the rear or side of a property.

Amenity center means a facility to accommodate recreational and/or social activities such as parties, receptions, banquets, meetings, recreation, exercise, and neighborhood gatherings, for exclusive use of the residents and guests of a specific development or defined residential area and that provides opportunities for limited retail, including a leasing/real estate sales office, and property management offices.

Antenna means a transmitting and/or receiving device mounted on a telecommunications tower, building or structure and used in telecommunications services that radiates or captures electromagnet waves, digital signals, analog signals, radio frequencies, wireless communications signals and other communication signals including directional antennas such as panel and microwave dish antennas, and omnidirectional antennas such as whips, but excluding radar antennas, amateur radio antennas and satellite earth stations. This does not include telecommunications services as defined by 47 USC 332.

Apartment means a room or a suite of rooms within an apartment building, arranged, intended or designed to be used as a home or residence of one (1) family with kitchen facilities for the exclusive use of the one (1) family.

Apartment building means a building with three (3) or more separate apartments, each of which is used or intended to be used as a home or residence for one (1) family, in which the yard areas, hallways, stairways, balconies and other common areas and facilities are shared by families living in the apartment units.

Applicant means property owner and/or property owner's authorized representatives.

Arcade amusement center means a place of business having at least fifty (50) amusement games or machines on premises which is operated for the entertainment of the general public and tourists as bona fide amusement facility, and comply with chapter 546.10, Florida Statues, as amended from time to time. The term "arcade amusement center" includes those arcade amusement centers which seek to restrict admission to persons eighteen (18) years of age or older.

Arterial road means a road providing service that is relatively continuous and of relatively high traffic volume, long average trip length, and high operating speed. In addition, every United States numbered highway is an arterial road.

Assisted living facility means residential care facilities that provide housing, meals, personal care and supportive services to older persons and disabled adults who are unable to live independently.

Athletic training facility means a facility for the education and training of athletes. Such facilities may include commercial recreational uses, primary and secondary schools, colleges and universities, and associated residence halls and dormitories for students, faculty, and visitors.

Average daily traffic (ADT) means the total traffic volume during a given twenty-four (24) hour time period for all allowable directions on a given road.

Background traffic means the projected traffic generation from previously approved but incomplete projects, and other sources of traffic growth.

Berm means a landscaped earthen mound in excess of two (2) feet in vertical height designed to provide visual interest, or serve as a buffer.

Bioswale means landscaping features (usually a swale or trench) filled with vegetation and/or organic matter, designed to collect or move stormwater and runoff and pass it through the vegetation or organic matter to remove debris and filter out pollution.

Buffer means the use of vegetation, walls, fences, berms, setbacks, less intense development, and/or less dense development to mitigate the impacts of unsightly views, lights, noises, odors, and/or dust.

Building means any structure having a roof entirely separated from any other structure by space in which there are no communicating doors or windows or any similar opening and erected for the purpose of providing support or shelter for persons, animals, things or property of any kind.

Building code means the Florida Building Code, as amended from time to time.

Canal means a body of water having a width of one hundred (100) feet or less for linear areas in excess of two hundred (200) feet in length and used principally for the conveyance of water.

Child or adult care center means an enterprise involving the care of five (5) or more children and/or adults at one (1) location at the same time, which children and/or adults are not foster children or related by blood or marriage to the operator. Adult care centers shall not include those uses meeting the definition of assisted living facilities or nursing home.

Civic uses means structures or facilities that provide cultural, social, or governmental services and/or functions. These include community centers; cultural centers; places of assembly; places of worship; museums; libraries; government administration, operations, and services; judicial facilities; post offices; public arenas and auditoriums; meeting halls; exhibition and conference center; fairgrounds; cemetery; child or adult care centers; and others owned and operated for public uses.

Collector road means a road providing service that is of relatively moderate average traffic volume, moderately average trip length, and moderately average operating speed. Such a road also collects and distributes traffic between local roads and arterial roads.

Commercial recreation means uses that typically charge a fee or have other requirements for participation or attendance as a spectator. Uses include, but are not limited to, outdoor and indoor recreational facilities such as tennis clubs, jai alai frontons, amusement and sport centers, outdoor amphitheaters, hunting and gun clubs, marinas, vehicular and non-vehicular racetracks, outdoor zoos and wildlife attractions, fairs, parks and recreation exhibitions, entertainment, and/or other amusements, private sports and recreation clubs, golf courses, and sports stadiums and venues. Uses may include accessory uses and activities that are supportive of the activity, including shops and restaurants.

Commercial uses means activities within land areas that are predominantly connected with the sale, rental and distribution of products or the performance of services, including offices and medical facilities.

Community park means a park located near collector or arterial roads designed to serve the needs of more than one (1) neighborhood. It is designed to serve community residents within a radius of up to 3.5 miles. The term "community park" includes any related recreational facilities and can be publicly or privately owned.

Complete streets means roads including adjacent sidewalks and shared use paths that are designed and operated to enable safe access and travel for all users, which may include pedestrians, bicyclists, transit riders, and motorists. Complete streets incorporate different elements based on the different role, function, and characteristic of the facility.

Comprehensive plan means the city comprehensive plan, unless context clearly implies otherwise.

Conservation uses means the use or condition of land areas designated for conserving or protecting natural resources or environmental quality, including areas designated for flood control and floodplain management, the protection of the quality or quantity of ground or surface water, commercial or recreational fish and shellfish habitat, water supply, and/or vegetative communities or wildlife habitats.

Continuing care facilities means a variety of housing options and services designed to meet the changing needs of its residents who require varying levels of care. Housing options typically include independent living units, assisted living facilities, and/or nursing homes.

Corner lot means a lot abutting two (2) or more streets at their intersection.

Density means the number of dwelling units per gross acre.

Drive through means a facility designed to accommodate pickup of food, merchandise or services by a motor vehicle momentarily at rest in a driveway expressly designed for that purpose.

Dwelling unit means a single unit providing complete independent living facilities for one (1) or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.

Educational uses means activities and facilities for public or private primary or secondary schools; vocational and technical schools; and colleges and universities, including all campus buildings, residence halls and dormitories, fraternity and sorority housing, and recreational facilities.

Electronic gaming establishment means a business operation, whether a principal use or accessory use, where persons utilize electronic machines or devices, including, but not limited to, computers and gaming terminals, to conduct games of chance and/or a game promotion pursuant to section 849.094, Florida Statutes, including sweepstakes, and where cash, prizes, merchandise or other items of value are redeemed or otherwise distributed, whether or not the value of such redeemed or distributed items are determined by the electronic games played or by predetermined odds. The term "electronic gaming establishment" includes, but is not limited to, internet cafes, internet sweepstakes cafes, cybercafes or sweepstakes cafes.

Essential facilities and services means essential facilities and services include roads, bicycle lanes, shared use paths, sidewalks, bridges, transmission lines for electricity, cable, water (including reclaimed water), sewer, and gas that serve local area demands, electricity sub-stations, stormwater and drainage facilities and systems, electric car generation ports/stations, transit facilities, and accessory solar facilities. Essential facilities and services do not include wireless communication facilities.

Family means one (1) or more persons related by blood, adoption, or marriage or not more than two (2) unrelated persons occupying the whole of a dwelling unit as a single housekeeping unit.

Fence means an artificially constructed barrier of any material or combination of materials erected to enclose, screen or separate areas.

Fire code means the Florida Building Code, the county local amendments to the state fire prevention code, and other codes adopted by the city for the prevention or control of fires.

Floor area ratio (FAR) means a means of measuring building intensities for nonresidential land. FAR is the ratio of total floor area of all buildings on the parcel to the gross acreage. FAR does not regulate the building height or site coverage. The term "FAR" does not include the area within structures used for parking and vehicular circulation or open outdoor storage or display areas.

Foster care facility means a facility which houses foster residents, and provides a family living environment for the residents, including such supervision and care as may be necessary to meet the physical, emotional and social needs of the residents.

Gross acreage means the total area of a parcel of land measured in acres, including developed and undeveloped land, agricultural areas, open space, roads, rights-of-way, easements, and environmental features such as lakes, floodplains, and wetlands.

Group home means a facility which provides living quarters for unrelated residents who operate as the functional equivalent of a family, including such supervision and care as may be necessary to meet the physical, emotional, and social needs of the residents. The term "group home" shall not include rooming or boarding homes, clubs, fraternities, sororities, monasteries or convents, hotels, residential treatment facilities, nursing homes, or emergency shelters.

Height means unless otherwise noted, height shall be measured from the minimum finished floor elevation to the midpoint of the roof, or if the roof is flat, to the top of the parapet. Architectural features shall not count for purposes of measuring height so long as the architectural features do not exceed ten (10) percent of the height of the structure.

Helipad means the surface on which a helicopter lands and is used for helicopter parking.

Helistop means any area of land or any man-made object or facility located thereon or building rooftop area which is used, or intended for use, solely for the landing and takeoff of vertical-takeoff aircraft and which has no appurtenant areas, buildings or other facilities supporting the use, landing and takeoff of vertical-takeoff aircraft.

Hospital means a medical facility which provides for both inpatient and outpatient treatment and has overnight accommodations, wherein professional services concerning personal health of humans are administered by medical doctors, chiropractors, osteopaths, optometrists, dentists or any other such professional.

Hotel means a building within which a commercial establishment provides lodging as overnight sleeping accommodations for the public in which ingress and egress to all rental rooms shall be through an inside lobby or office supervised by a person in charge at all hours.

Indoor Sport Court means only enclosed court-based sports, such as, padel, pickleball, volleyball and tennis courts.

Institutional uses means activities and facilities that include juvenile facilities, nursing homes/skilled-nursing facilities, mental (psychiatric) hospitals, in-patient hospice facilities, residential schools for people with disabilities, residential treatment centers for adults, and city jails/confinement facilities (excludes residential group homes for juveniles, correctional residential facilities such as halfway houses, federal detention centers, and federal and state prisons).

Intensity means the amount of nonresidential development as measured by the floor area ratio.

Interior lot means a lot other than a corner lot.

Landscape open space means any combination of living plants (such as grass, ground cover, shrubs, vines, hedges, or trees) and non-living landscape material (such as rocks, pebbles, sand, mulch or decorative paving materials). Non-living landscape material shall not be used as major landscape ground cover. In no case shall these materials exceed ten (10) percent of the landscaped area.

Legal nonconforming lot means a lot of record, which does not meet the area or width requirements of the comprehensive plan and LDRs for the zoning district in which the lot is located.

Legal nonconforming structure means a structure that was lawfully established before the adoption of the comprehensive plan and land development regulations that does not conform to the land development regulations for the zoning district in which the parcel of land is located.

Legal nonconforming use means a use that was lawfully established before the adoption of the comprehensive plan and land development regulations, which does not conform with the allowed uses by the comprehensive plan future land use category or of the zoning district in which it is located.

Legal positive outfall means the permanently established connection of a stormwater discharge conveyance facility serving a development site to a watercourse or water body under the control and jurisdiction of one (1) or more public agencies, said connection being subject to all applicable agency permitting and approval requirements.

Level of service (LOS) means an indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. LOS shall indicate the capacity per unit of demand for each public facility or performance measures for road traffic or stormwater facilities.

Light industrial uses means land uses that include construction operation and storage facilities, manufacturing, assembly, processing or storage of products when such activities have minimal and inoffensive external impacts such as smoke, noise, dust, soot, dirt, vibration, stench, or adverse visual impacts on the surrounding neighborhood. Light industrial uses may include research and development technology centers including server farms, medical and dental laboratories, warehouse and/or distribution centers, and recycling centers. Light industrial uses shall not include mining and extraction industries, electrical generation plants, or regional sewer treatment plants.

Local road means a road that carries low volumes and provides service for local traffic between land uses and collector roads, with direct property access as the primary purpose. Any road that is not an arterial or collector road and is under the jurisdiction of the city is a local road.

Lot means includes tract or parcel and means the least fractional part of subdivided lands having limited fixed boundaries, and an assigned number, letter, or other name through which it may be identified, as defined by section 177.031, Florida Statutes, as may be amended from time to time.

Lot area means the area contained within the boundary lines of a lot.

Lot coverage means that portion of the area of a lot, plot, or building site, expressed as a percentage, occupied by all buildings or structures which are roofed, exclusive of its eaves. Pool decks, patios or outdoor sitting areas, even if enclosed with a screen enclosure shall not be calculated as part of lot coverage.

Lot depth means the mean horizontal distance between the front lot line and the rear lot line of a lot measured within the lot boundaries; however, for radial lots the lot depth shall be measured from the setback not the front lot line.

Lot frontage means the portion of a lot nearest the street; also the front property line. Where a building has two (2) sides that face two (2) or more streets, the side associated with the street address shall be designated as having lot frontage, or the front property line.

Lot line means a line bounding a lot which divides one (1) lot from another or from a road or any other public or private space.

Lot line, rear, means that lot line which is parallel to and most distant from the front lot line of the lot. In the case of an irregular, triangular, or gore-shaped lot, a line twenty (20) feet in length, entirely within the lot, parallel to and at the maximum possible distance from the front line shall be considered to be the rear lot line. In the case of lots which have frontage on more than one (1) road or street, the rear lot line shall be opposite the lot frontage.

Lot line, side, means any lot line other than a front or rear lot line.

Lot line, street, means in the case of a lot abutting multiple roads, all lot lines abutting a road except the lot frontage.

Lot of record means a part of the land subdivision, the map of which has been recorded in the office of the clerk of the court of the county.

Lot width means the horizontal distance between opposite side lot lines, measured at the root setback line to accommodate variation and radial streets. Where there is only one (1) side lot line, lot width shall be measured between such lot line and the opposite lot line or future right-of-way line.

Major canals means the M-Canal and M-2 Canal.

Manufactured home means a dwelling unit fabricated in an off-site manufacturing facility for installation or assembly at the site, bearing a label certifying that it is built in compliance with the federal manufactured housing construction and safety standards, or inspected by an approved inspection agency conforming to the requirements of HUD, and bearing an insignia of approval.

Multifamily dwelling means multiple separate dwelling units contained within one (1) building or several buildings, including, but not limited to, apartment buildings, but excluding single-family attached dwellings.

Multimodal transportation system means the system which provides safe and efficient movement of people, goods, and services by more than one (1) mode of transportation.

Neighborhood center means compact areas that allow a mix of commercial uses that serve neighborhoods such as retail (goods and services), restaurants, offices and clubhouses, schools, religious uses, small scale civic uses, and amenity centers.

Neighborhood park means a park that serves the residents of a neighborhood and is accessible to bicyclists and/or pedestrians. A neighborhood park is designed to serve the population of a neighborhood in a radius of up to one-half mile. Neighborhood parks include any related recreational facilities and can be publicly or privately owned.

Net peak hour directional trips means total project trip generation minus internal trips, pass-by trips less any previously approved traffic or traffic from any existing use established in accordance with chapter 109.

Office means a use where the clerical, administrative, financial or consulting aspects of business, professional medical or governmental services are conducted. Office uses shall include, but not be limited to, financial institutions, insurance offices, medical offices, or business consulting services.

Open space means areas open to the sky that are partly or completely covered with grass, trees, shrubs, other vegetation or water, or if partially or completely paved serve to shape or enhance urban form or provide for public use. Open spaces have little to no vertical structures and can be publicly or privately owned. Open spaces include parks, transportation corridor parkways, vegetated buffers, shared use paths, plazas, courtyards, squares and areas that provide stormwater management.

Parcel means any quantity of land capable of being described with such definiteness that its location and boundaries may be established.

Park means a site that provides opportunities to partake in active or passive recreational activities, including structures associated with a park's recreational activities, including dog parks.

Peak hour peak direction capacity means the maximum number of vehicles that can pass a given point in one (1) direction on a road in one (1) hour under given traffic and road conditions per the FDOT quality/level of service handbook in one (1) hour.

Peak hour traffic means the one (1) hour of traffic representative of the peak period, as defined in chapter 109, and includes two (2) way and peak direction volumes. Peak hour traffic shall be determined from actual traffic counts. The project, at the approval of the city engineer, the peak hour traffic may be determined by factoring the average daily traffic by an approved K-factor.

Peak season means the time from January 1 through March 31, inclusive.

Perviousness percentage means the percentage of the overall lot or parcel that must be pervious.

Place of assembly means a building, portion of a building or other site in or at which facilities are provided for civic, fraternal, educational, political, religious, cultural or social purposes.

Place of worship means any church, synagogue, denomination or ecclesiastical organization having an established place for worship in the city at which nonprofit religious services and activities are regularly conducted.

Primary solar facility means a solar energy system which primarily functions to provide electricity for off-site use. The term "primary solar facility" includes the structures, equipment, infrastructure, and support systems necessary for the collection, storage, and distribution of solar energy, along with all functions necessary to develop and operate a primary solar facility including construction, management, administration, maintenance, security, and safety.

Radius of development influence means the area surrounding a proposed project as set forth in chapter 109. The distance shall be measured in road miles from the point at which the proposed project's traffic enters the first road, not as a geometric radius.

Recreational uses means areas and development used for leisure time activities and sports in an indoor or outdoor setting, including parks and golf courses.

Resident means a person who makes the person's home in a particular place for most of the year or for a portion of the year, including a seasonal resident.

Residential uses means land uses consisting of dwelling units, including mobile and manufactured homes. Residential uses include assisted living facilities and group homes.

Retail means establishments engaged in selling goods or merchandise directly to the ultimate consumer for personal or household consumption and rendering services incidental to the sale of such goods. Establishments primarily engaged in providing services as opposed to products to individuals shall also be considered a retail use.

Right-of-way means land dedicated or required for a transportation or utility use that a government entity owns in fee simple or over which it has an easement.

Self-storage facility means a fully enclosed space used for warehousing that contains individual storage units.

Seminole Improvement District (SID) means the independent special purpose government established in 1970 pursuant to chapter 70-854, Laws of Florida, codified pursuant to chapter 2000-431, Laws of Florida, formerly known as the Seminole Water Control District. SID is coextensive with the boundaries of the city and consists of approximately 4,142 acres of land. SID is empowered to construct and maintain a number of public works and utilities including water, sewer, drainage, irrigation, water management, parks, recreation facilities, roads and related activities.

Senior housing means age-restricted dwelling units for older adults, aged fifty-five (55) years or older, who are able to care for themselves.

Setback means the horizontal distance between the front line, side line, or rear line of the building site to the front, side, or rear of the building or structure, respectively. Setbacks shall be measured perpendicular to and parallel with the property or right-of-way lines and shall be measured from the point at which the face of the building or structure touches the ground.

Sexually oriented use means any place in which a principal use is the exchange, for consideration in any form, monetary or otherwise, for profit or not for profit, of materials or exhibitions, including, but not limited to, books, magazines, photographs, performances, videotapes, electronic media or movies which have as their dominant theme matters depicting, describing, demonstrating or relating to completely or to opaquely covered human genitals or pubic regions, buttocks, or female breasts below a point immediately above the top of the areola, or human male genitals in a discernibly turgid state, even if completely and opaquely covered, or which have as their

dominant theme matters depicting, describing, demonstrating or relating to human genitals in a state of sexual stimulation or arousal, acts of human masturbation, sexual intercourse or sodomy, or the fondling or other erotic touching of human genitals, pubic regions, buttocks or female breasts.

Shared use path means a paved facility for use by pedestrians, bicyclists, and/or other users that is separated from vehicular traffic. Golf carts may be used on shared use paths in certain areas, under certain circumstances.

Single-family attached dwelling means a single dwelling unit physically attached to other buildings, dwelling units, or structures through one (1) or more shared walls, but not including multifamily dwellings.

Single-family detached dwelling means a single dwelling unit, including a manufactured home, not physically attached to other buildings, dwelling units, or structures.

Solar energy overlay means an area designated on the future land use map (FLU map 2.1) that allows primary solar facilities in addition to uses allowed by the underlying future land use category.

Special event means special/community event is an activity or use that is public or quasi-public in nature and occurs once in a fiscal year, not to exceed three (3) weeks. This includes fourth of July activities, parades, races and festivals. Events that require a special use may be subject to the traffic study requirements of this article as determined by the city.

Subdivision means the division of land into two (2) or more lots, or parcels, or any other division of land.

Sustainable community means an urban area with a long term planning and management vision that incorporates a multi-modal transportation network, walkable, mixed use patterns of development, denser development where infrastructure exists, civic spaces and interconnected open spaces for recreation, economic vitality and job choices, choices in housing price and size, a quality educational system, and a unique identity.

Telecommunications facility means any facility that is used to provide one (1) or more telecommunications services, including, without limitation, radio transmitting telecommunications towers, other supporting structures, and associated facilities used to transmit telecommunications signals. Telecommunications facilities includes any antenna or broadcast equipment located outdoors, which is used for telecommunications and not otherwise defined as an antenna. Telecommunications facilities include telecommunications services as defined by 47 USC 332.

Temporary uses means uses that are required in the construction phase of development or are uniquely temporary or seasonal in nature.

Through lot means a lot, other than a corner lot, having frontage on more than one (1) street.

Total traffic means the sum of:

(1) Existing traffic;

(2) Net trips; and

(3) Background traffic.

Transit means passenger transportation services such as commuter rail, rail rapid transit, light rail transit, light guideway transit, express bus, autonomous vehicles, and local fixed route bus provided by public, private, or non-profit entities. The terms "transit" and "mass transit" are used interchangeably.

Utilities means Seminole Improvement District water, wastewater or reuse water facilities.

Vegetated buffer means a natural or planted vegetated area used to mitigate potential impacts of unsightly views, lights, noises, and/or dust.

Work plan means the city water supply facilities work plan dated March 2018.

****** End of Definitions******

PTC
Transportation Consultants
601 Heritage Drive, Suite 493
Jupiter, FL 33458
(561) 296-9698

August 20, 2025

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

Re: Westlake Pod G Southwest; James Business Park - #PTC22-015
Traffic Statement

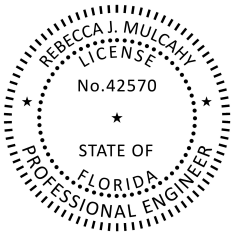
Dear Mr. Cassel:

The purpose of this letter is to present a trip generation analysis of the modified Pod G Southwest Site Plan, 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. It is proposed to reallocate the 145,643 SF site to 27,196 SF Light Industrial, 56,698 SF Warehouse, 10-Court Racquet/Tennis Club and 15,908 SF Health Club.

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 traffic equivalencies. See the **Appendix** for the latest equivalency table. The calculation of daily, AM and PM peak hour trips associated with Pod G Southwest is provided on **Attachment 2**, as well as resultant pass-by rates. 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 G Southwest driveway volumes are shown on **Attachment 5**.

Sincerely,



Digitally signed by
Rebecca Mulcahy
Date: 2025.08.20
16:06:21 -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 8/20/25 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 G Southwest; James Business Park
Land Use Inventory

Land Use	ITE Code	Approved Intensity	Current Request (1)	Previously Submitted	Total Utilization To Date
Residential - SF	210	2,946 DUs		3,459	3,459
Residential - MF Condos.	230	600 DUs		287	287
Residential - 55+ Detached	251	800 DUs		800	800
Residential - 55+ Attached	252	200 DUs		-	-
Hotel	310	150 Rooms		-	-
Community College	540	3,000 Students		3,000 (2)	3,000
General Office	710	450,000 SF		150,000 (2)	150,000
Research & Devel.	760	600,000 SF		425,000 (2)	425,000
Light Industrial	110	450,000 SF		-	-
Shopping Center	820	500,000 SF		356,400 (2)	356,400
Community Center	495	70,000 SF		24,675	24,675
Church	560	70,000 SF		38,155	38,155
Daycare	565	10,000 SF		-	-
Park	412	192 Acres		142	142

(1) Light Industrial, Racquet/Tennis Club, Warehouse and Health Club accounted for in previous Equivalency Statement. No additional reduction required.
(2) See Attachment E6 provided in the Appendix.

Attachment 2
Westlake Pod G Southwest; James Business Park
Trip Generation - Proposed Uses

DAILY

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips	Pass-by Trips (1)	
Light Industrial	110	27,196 SF	6.97 / 1000 SF (2)	50%	190	19	10%
Warehouse	150	56,698 SF	1.71 / 1000 SF (3)	50%	97	10	10%
Racquet/Tennis Club	491	10 Courts	27.71 / Court (3)	50%	277	14	5%
Health Club	492	15,908 SF	32.93 / 1000 SF (3)	50%	524	26	5%
Total					1,088	69	6%

AM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips			Pass-by Trips (1)	
					In	Out	Trips		
Light Industrial	110	27,196 SF	0.92 / 1000 SF (2)	88%	22	3	25	3	10%
Warehouse	150	56,698 SF	0.17 / 1000 SF (3)	77%	8	2	10	1	10%
Racquet/Tennis Club	491	10 Courts	1.19 / Court (3)	50%	6	6	12	1	5%
Health Club	492	15,908 SF	1.31 / 1000 SF (3)	50%	11	10	21	1	5%
Total					47	21	68	6	9%

PM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips			Pass-by Trips (1)	
					In	Out	Trips		
Light Industrial	110	27,196 SF	0.97 / 1000 SF (2)	12%	3	23	26	3	10%
Warehouse	150	56,698 SF	0.18 / 1000 SF (3)	28%	3	7	10	1	10%
Racquet/Tennis Club	491	10 Courts	3.82 / Court (3)	57%	22	16	38	2	5%
Health Club	492	15,908 SF	3.45 / 1000 SF (3)	57%	31	24	55	3	5%
Total					59	70	129	9	7%

(1) Source: Palm Beach County.
(2) Source: ITE Trip Generation, *9th Edition* per original Westlake traffic study.
(3) Source: ITE Trip Generation, *11th Edition.*

Attachment 3A
Westlake Pod G Southwest; James Business Park
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	Ln (T) = 0.77Ln (X)+3.65	-	-	14.8%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+3.09 (3)	-	-	14.8%	-	-	0.0%	-	-	10%	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	1,492	221	14.8%	1,271	171	11.5%	1,100	110	10%	990
Shopping Center	820	- SF	Ln (T) = 0.65Ln (X)+5.83	-	-	2.2%	-	-	0.0%	-	-	28.7%	-
Park	412	- Acres	2.28 /Acre	-	-	10.0%	-	-	0.0%	-	-	0%	-
Car Wash	PBC	1 Lane	166 /Lane	166	4	2.2%	162	36	21.7%	126	-	0%	126
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	1,088	161	14.8%	927	119	10.9%	808	57	7%	751
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	9,469	208	2.2%	9,261	973	10.3%	8,288	2,379	28.7%	5,909
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	14.3 X PM Peak Hour Trips	3,818	84	2.2%	3,734	402	10.5%	3,332	2,033	61%	1,299
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	9,783	215	2.2%	9,568	1,017	10.4%	8,551	2,454	28.7%	6,097
Home Improvement Store	862	134,148 SF	30.74 /1,000 SF	4,124	91	2.2%	4,033	439	10.6%	3,594	1,031	28.7%	2,563
TOTALS				29,940	984	3.3%	28,956	3,157	10.5%	25,799	8,064		17,735

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	1,759 DUs	10 /DU	17,590	281	1.6%	17,309	1,249	7.1%	16,060	-	0%	16,060
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	10 /DU	17,000	272	1.6%	16,728	1,207	7.1%	15,521	-	0%	15,521
Residential - MF Condos.	230	130 DUs	6.65 /DU	865	14	1.6%	851	65	7.5%	786	-	0%	786
Residential - 55+ Detached	251	800 DUs	8 /DU	6,400	102	1.6%	6,298	454	7.1%	5,844	-	0%	5,844
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	Ln (T) = 0.77Ln (X)+3.65	-	-	0.0%	-	-	0.0%	-	-	10%	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+3.09 (3)	-	-	0.0%	-	-	0.0%	-	-	10%	-
Light Industrial	110	- SF	6.97 /1000 SF	-	-	0.0%	-	-	0.0%	-	-	10%	-
Shopping Center	820	16,700 SF	Ln (T) = 0.65Ln (X)+5.83	2,122	620	29.2%	1,502	163	7.7%	1,339	490	36.6%	849
Park	412	- Acres	2.28 /Acre	-	-	26.6%	-	-	0.0%	-	-	0%	-
Community Center	495	24,675 SF	33.82 /1000 SF	835	222	26.6%	613	-	0.0%	613	31	5%	582
Church	560	38,155 SF	9.11 /1000 SF	348	93	26.6%	255	-	0.0%	255	13	5%	242
Daycare	565	- SF	74.06 /1000 SF	-	-	26.6%	-	-	0.0%	-	-	50%	-
ISTF	N/A	- Complex	Pre-Calc'd	-	-	0.0%	-	-	0.0%	-	-	0%	-
FSED	650	12,379 SF	Pre-Calc'd	309	104	33.5%	205	19	6.2%	186	19	10%	167
Tax Collector	730	- SF	Pre-Calc'd	-	-	0.0%	-	-	0.0%	-	-	10%	-
TOTALS				45,469	1,708	3.8%	43,761	3,157	6.9%	40,604	553		40,051

COMBINED TOTALS				75,409	2,692	3.6%	72,717	6,314	8.4%	66,403	8,617		57,786

* 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 G Southwest; James Business Park
AM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips 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)	-	-	-	-	7.9%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	7.9%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	186	25	211	17	7.9%	179	15	194	8	3.8%	171	15	186	19	10%	154	13	167
Shopping Center	820	- SF	0.96 /1000 SF (62/38)	-	-	-	-	1.3%	-	-	-	-	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	-	1.3%	6	6	12	-	0.0%	6	6	12	-	0%	6	6	12
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	47	21	68	5	7.9%	44	19	63	3	4.4%	41	19	60	4	7%	38	18	56
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	424	382	806	10	1.3%	418	378	796	12	1.5%	411	373	784	225	28.7%	293	266	559
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	3	1.3%	132	132	264	4	1.5%	130	130	260	159	61%	51	50	101
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	240	203	443	6	1.3%	237	200	437	7	1.6%	233	197	430	123	28.7%	166	141	307
Home Improvement Store	862	134,148 SF	1.51 /1,000 SF (57/43)	116	87	203	3	1.3%	114	86	200	3	1.5%	112	85	197	57	28.7%	80	60	140
TOTALS				1,153	857	2,010	44	2.2%	1,130	836	1,966	37	1.8%	1,104	825	1,929	587		788	554	1,342

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - SF (N,O,T,U,V)	210	1,759 DUs	0.75 /DU (25/75)	330	989	1,319	9	0.7%	327	983	1,310	16	1.2%	322	972	1,294	-	0%	322	972	1,294
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	0.75 /DU (25/75)	319	956	1,275	9	0.7%	316	950	1,266	15	1.2%	312	939	1,251	-	0%	312	939	1,251
Residential - MF Condos.	230	130 DUs	Ln(T) = 0.80Ln(x)+0.26 (17/83)	11	53	64	-	0.7%	11	53	64	1	1.6%	11	52	63	-	0%	11	52	63
Residential - 55+ Detached	251	800 DUs	0.22 /DU (35/65)	62	114	176	1	0.7%	61	114	175	2	1.1%	60	113	173	-	0%	60	113	173
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)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Light Industrial	110	- SF	0.92 /1000 SF (88/12)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Shopping Center	820	16,700 SF	0.96 /1000 SF (62/38)	10	6	16	5	31.3%	6	5	11	2	12.5%	5	4	9	3	36.6%	3	3	6
Park	412	- Acres	0.02 /Acre (61/39)	-	-	-	-	25.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	24,675 SF	2.05 /1000 SF (66/34)	34	17	51	13	25.0%	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	5	25.0%	10	6	16	-	0.0%	10	6	16	1	5%	10	5	15
Daycare	565	- SF	12.18 /1000 SF (53/47)	-	-	-	-	25.0%	-	-	-	-	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%	7	4	11	1	10%	6	4	10
Tax Collector	730	- SF	Pre-Calc'd	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
TOTALS				786	2,150	2,936	44	1.5%	763	2,129	2,892	37	1.3%	752	2,103	2,855	7		748	2,100	2,848

COMBINED TOTALS				1,939	3,007	4,946	88	1.8%	1,893	2,965	4,858	74	1.5%	1,856	2,928	4,784	594		1,536	2,654	4,190

* 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 G Southwest; James Business Park
PM Peak Hour Trip Generation - Cumulative

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - MF Condos.	230	- DUs	Ln(T) = 0.82Ln(x)+0.32 (67/33)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Detached	251	- DUs	0.27 /DU (61/39)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Attached	252	- DUs	0.25 /DU (54/46)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	1.49 /1000 SF (17/83)	-	-	-	-	21.6%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	-	-	-	-	21.6%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	25	165	190	41	21.6%	18	131	149	29	15.3%	3	117	120	12	10%	3	105	108
Shopping Center	820	- SF	Ln (T) = 0.67Ln (X)+3.31 (48/52)	-	-	-	-	3.1%	-	-	-	-	0.0%	-	-	-	-	28.7%	-	-	-
Park	412	- Acres	0.09 /Acre (61/39)	-	-	-	-	10.0%	-	-	-	-	10.0%	-	-	-	-	0%	-	-	-
Car Wash	PBC	1 Lane	13.65 /Lane (50/50)	7	7	14	-	3.1%	7	7	14	5	35.7%	6	3	9	-	0%	6	3	9
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	59	70	129	28	21.6%	45	56	101	18	14.0%	35	48	83	6	7%	33	44	77
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	368	359	727	23	3.1%	352	352	704	114	15.7%	322	268	590	169	28.7%	230	191	421
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	8	3.1%	128	131	259	43	16.1%	117	99	216	132	61%	46	38	84
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	446	448	894	28	3.1%	427	439	866	140	15.7%	390	336	726	208	28.7%	278	240	518
Home Improvement Store	862	134,148 SF	2.29 /1,000 SF (49/51)	150	157	307	10	3.1%	144	153	297	50	16.3%	131	116	247	71	28.7%	93	83	176
TOTALS				1,189	1,339	2,528	138	5.5%	1,121	1,269	2,390	399	15.8%	1,004	987	1,991	598		689	704	1,393

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - SF (N,O,T,U,V)	210	1,759 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	874	513	1,387	33	2.4%	853	501	1,354	180	13.0%	729	445	1,174	-	0%	729	445	1,174
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	848	498	1,346	31	2.4%	828	487	1,315	175	13.0%	707	433	1,140	-	0%	707	433	1,140
Residential - MF Condos.	230	130 DUs	Ln(T) = 0.82Ln(x)+0.32 (67/33)	50	25	75	2	2.4%	49	24	73	10	13.3%	42	21	63	-	0%	42	21	63
Residential - 55+ Detached	251	800 DUs	0.27 /DU (61/39)	132	84	216	5	2.4%	129	82	211	28	13.0%	110	73	183	-	0%	110	73	183
Hotel	310	- Rooms	0.6 /Room (51/49)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Community College	540*	- Students	0.14 /Student (54/46)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	- SF	1.49 /1000 SF (17/83)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Light Industrial	110	- SF	0.97 /1000 SF (12/88)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Shopping Center	820	16,700 SF	Ln (T) = 0.67Ln (X)+3.31 (48/52)	87	94	181	49	27.1%	73	59	132	5	2.8%	69	58	127	46	36.6%	44	37	81
Park	412	- Acres	0.09 /Acre (61/39)	-	-	-	-	28.1%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	24,675 SF	2.74 /1000 SF (49/51)	33	35	68	19	28.1%	24	25	49	-	0.0%	24	25	49	2	5%	23	24	47
Church	560	38,155 SF	0.55 /1000 SF (48/52)	10	11	21	6	28.1%	7	8	15	-	0.0%	7	8	15	1	5%	7	7	14
Daycare	565	- SF	12.34 /1000 SF (47/53)	-	-	-	-	28.1%	-	-	-	-	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	- SF	Pre-Calc'd	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
TOTALS				2,043	1,270	3,313	155	4.7%	1,965	1,193	3,158	399	12.0%	1,690	1,069	2,759	50		1,664	1,045	2,709

COMBINED TOTALS				3,232	2,609	5,841	293	5.0%	3,086	2,462	5,548	798	13.7%	2,694	2,056	4,750	648		2,353	1,749	4,102

* 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.

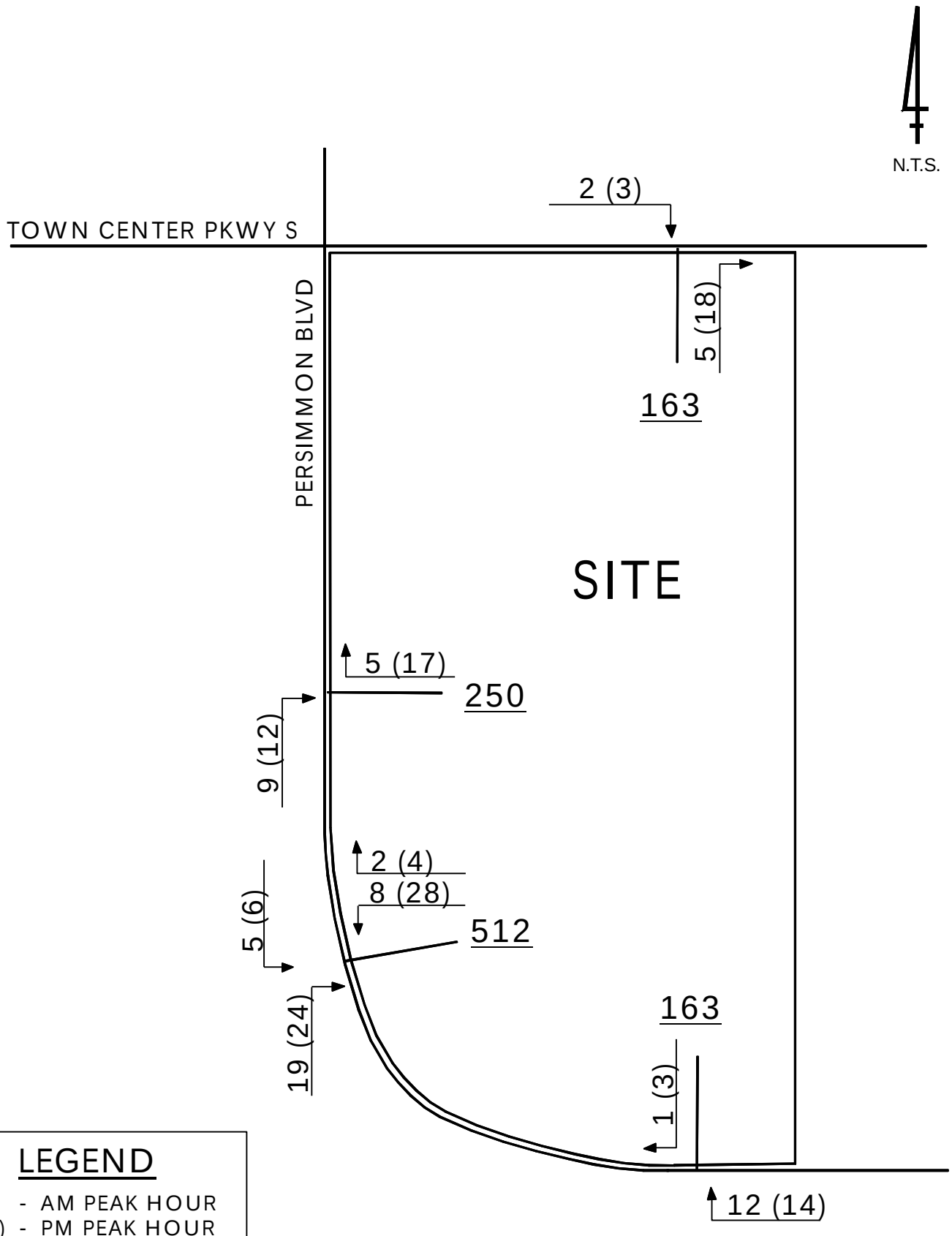
Shaded cells represent current request.

Approved Total
4,932

Attachment 4
Westlake Pod G Southwest; James Business Park
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.



LEGEND

XX - AM PEAK HOUR
(XX) - PM PEAK HOUR
XXX - ADT

#22-015
8/20/25

WESTLAKE POD G SW;
JAMES BUSINESS PARK

ATTACHMENT 5
PROJECT DRIVEWAY VOLUMES

PTC

APPENDIX

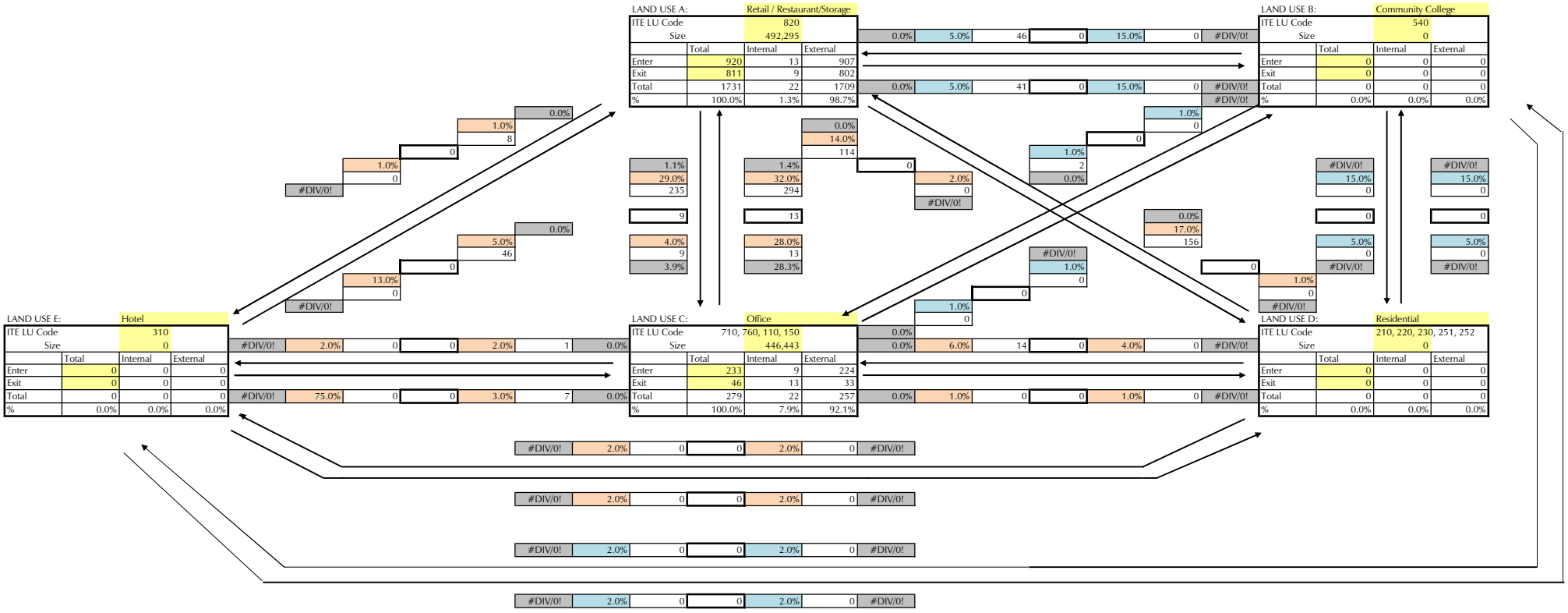
Attachment E6
Westlake Pod G Southwest; James Business Park
Non-Residential Uses to Date (Post Equivalency)

	Office [450,000 SF]		R&D [600,000 SF]		Shopping Center [500,000 SF]		Comm. College [3,000 Std.]		Light Industrial [450,000 SF]		Park [192 Acres]	
	West	East	West	East	West	East	West	East	West	East	West	East
Approved Use --->	**150,000**	**300,000**	**425,000**	**175,000**	**350,000**	**150,000**	**0**	**3,000**	**0**	**450,000**	**125**	**67**
Utilized*												
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) [1]	-100,000				-140,000							
Pod G Southwest (145,643 SF Light Industrial) [3]					-39,500							
Withdrawal of ISTF								2,570				
Pod H (Mix of Commercial Uses) [2]	-35,000		-378,000		-110,200							
Pod L Sales Center (future retail)						-16,700						
March 2025 Cleanup Equivalency [4]		-11,000			-50,000			-2,570			-75	-67
Submitted to Date	135,000	15,000	425,000	0	339,700	16,700	0	3,000	0	0	75	67
	150,000		425,000		356,400		3,000		0		142	
Remaining to Be Built	15,000	285,000	0	175,000	10,300	133,300	0	0	0	450,000	50	0
	300,000		175,000		143,600		0		450,000		50	

* All equivalencies and Site Plans to date.
[1] 25,000 SF Health Club, 86,426 SF Shopping Center, 5,500 SF Bank w/Drive-thru, 5,750 SF Tire Store and 7,024 SF Fast Food w/Drive-thru.
[2] 300,800 SF Light Industrial, 140,000 SF Self Storage, 47,529 SF Tractor Supply Store, 22,278 SF Shopping Center, 11,615 SF Fast Food w/Drive-thru and 2,525 SF Coffee Shop w/Drive-thru.
[3] 27,196 SF Light Industrial, 56,698 SF Warehouse, 10-Court Racquet/Tennis Club and 15,908 SF Health Club.
[4] Includes: Adding 136,977 SF Lowes and 616 SFDUs in Pod U; Removing 250 MFDUs in Pod I, 23,735 SF Tax Collector's Office, 75 acres of West side Park, 67 acres of East side Park, 2,570 student Community College, 11,000 SF Office on East side, 50,000 SF Shopping Center of West side, and Retaining 157 MFDUs on the West side.

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - West Side
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	907	0	224	0	0	1131
Exit	802	0	33	0	0	835
Total	1709	0	257	0	0	1966
Single-Use Trip Gen.Estimate	1731	0	279	0	0	2010

2.2%

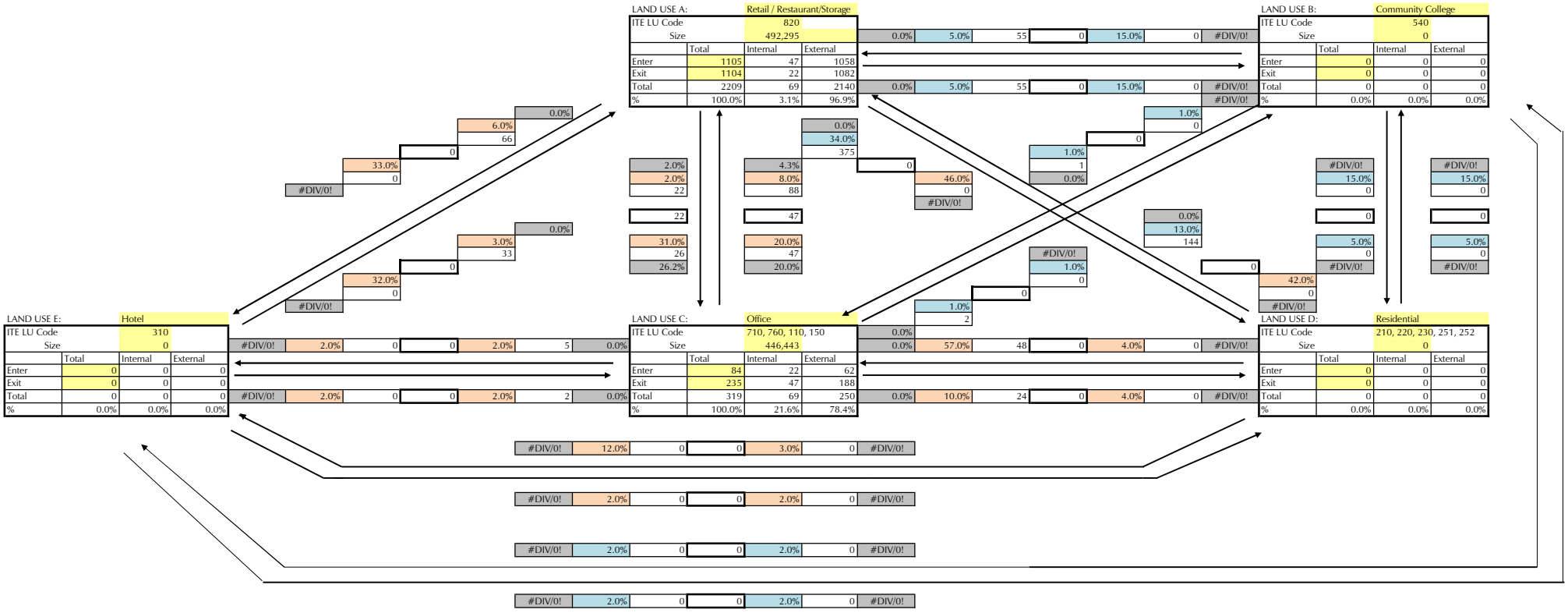
INTERNAL CAPTURE

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 - West Side
TIME PERIOD: PM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	1058	0	62	0	0	1120
Exit	1082	0	188	0	0	1270
Total	2140	0	250	0	0	2390
Single-Use Trip Gen.Estimate	2209	0	319	0	0	2528

5.5%

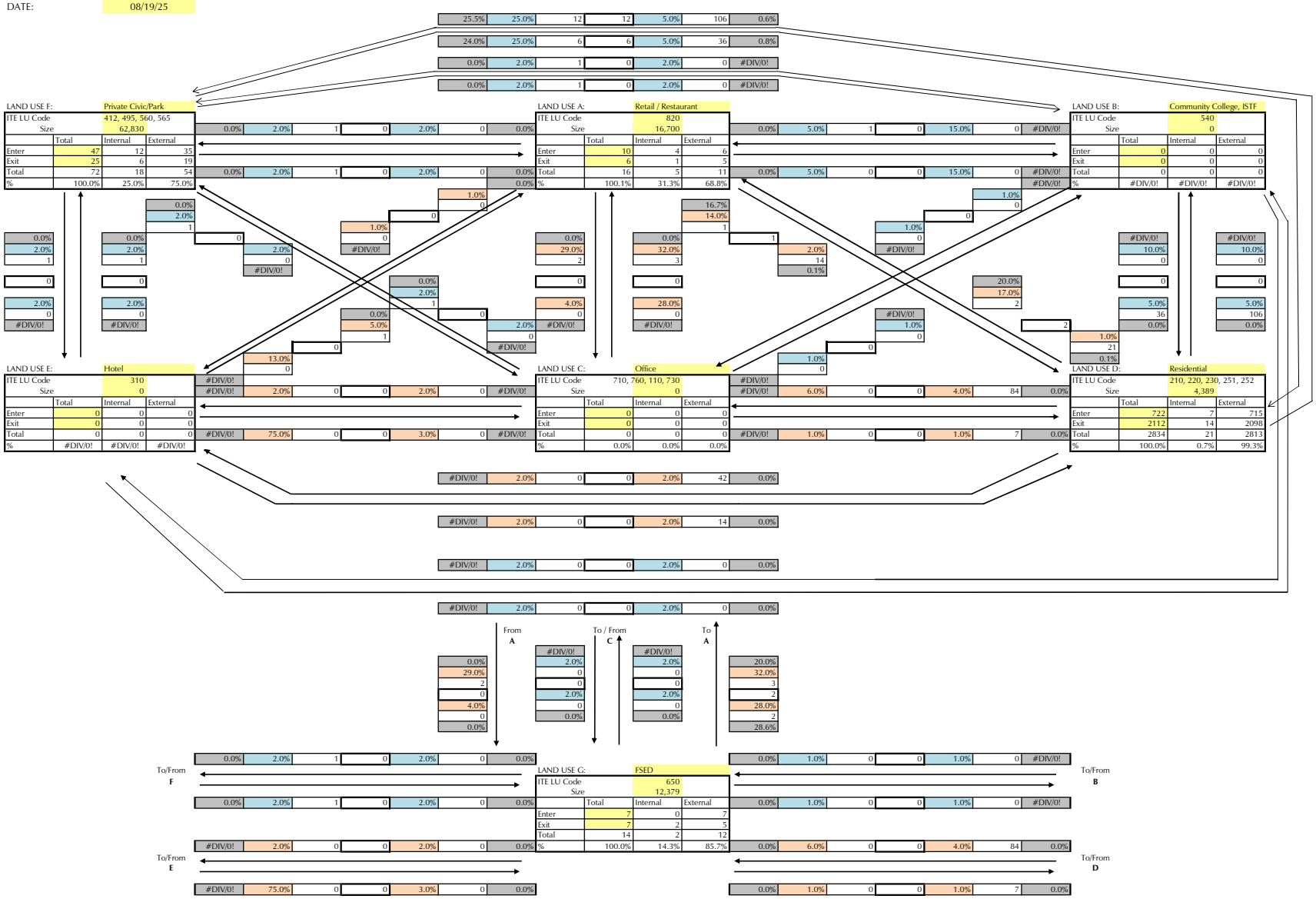
INTERNAL CAPTURE

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 - East Side
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development								
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. G	TOTAL	
Enter	6	0	0	715	0	35	7	763	
Exit	5	0	0	2098	0	19	5	2127	
Total	11	0	0	2813	0	54	12	2890	
Single-Use Trip Gen.Estimate	16	0	0	2834	0	72	14	2936	1.6%

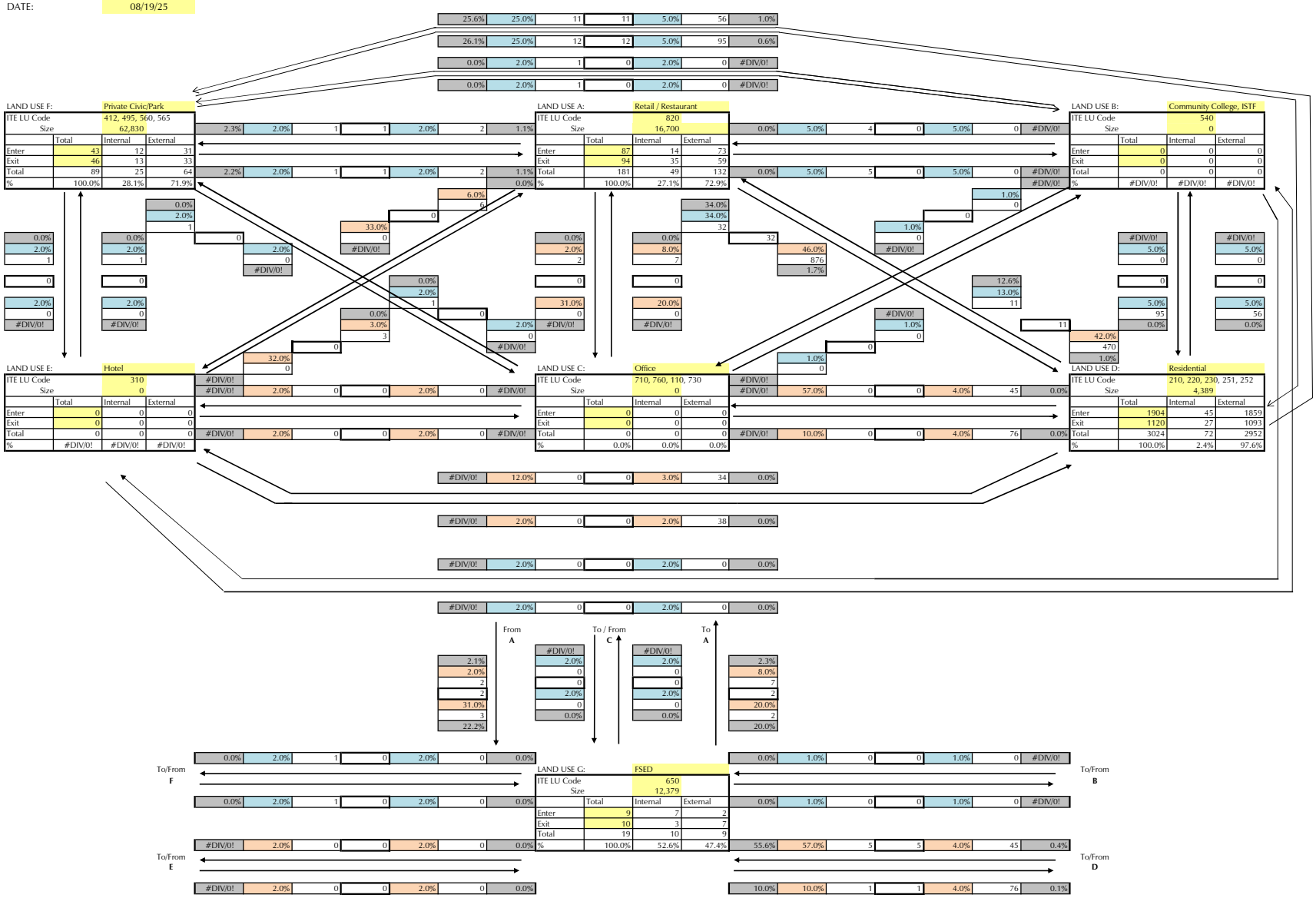
INTERNAL CAPTURE

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: 08/19/25



	Net External Trips for Multi-Use Development								
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. G	TOTAL	
Enter	73	0	0	1859	0	31	2	1965	
Exit	59	0	0	1093	0	33	7	1192	
Total	132	0	0	2952	0	64	9	3157	
Single-Use Trip Gen.Estimate	181	0	0	3024	0	89	19	3313	4.7%

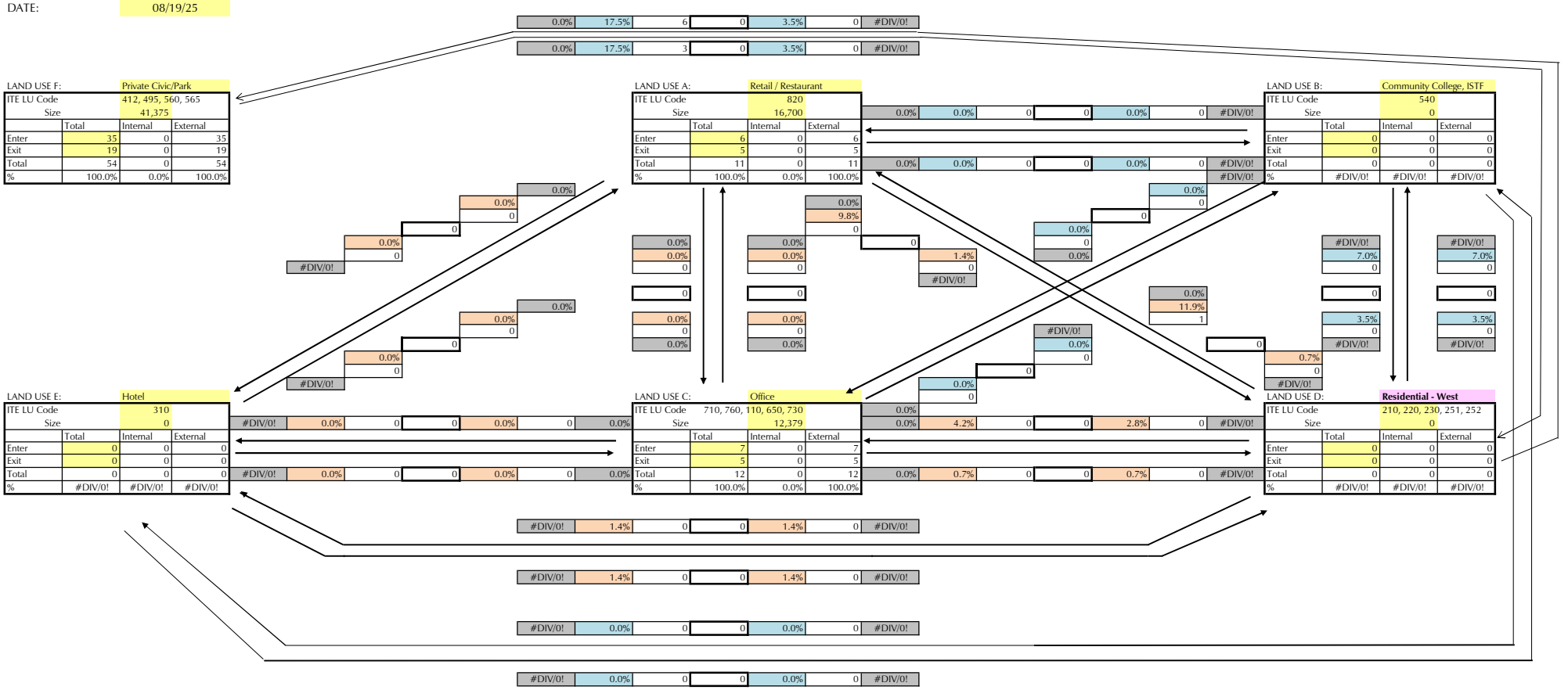
INTERNAL CAPTURE

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: 08/19/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	6	0	7	0	0	13
Exit	5	0	5	0	0	10
Total	11	0	12	0	0	23
Single-Use Trip Gen.Estimate	11	0	12	0	0	23

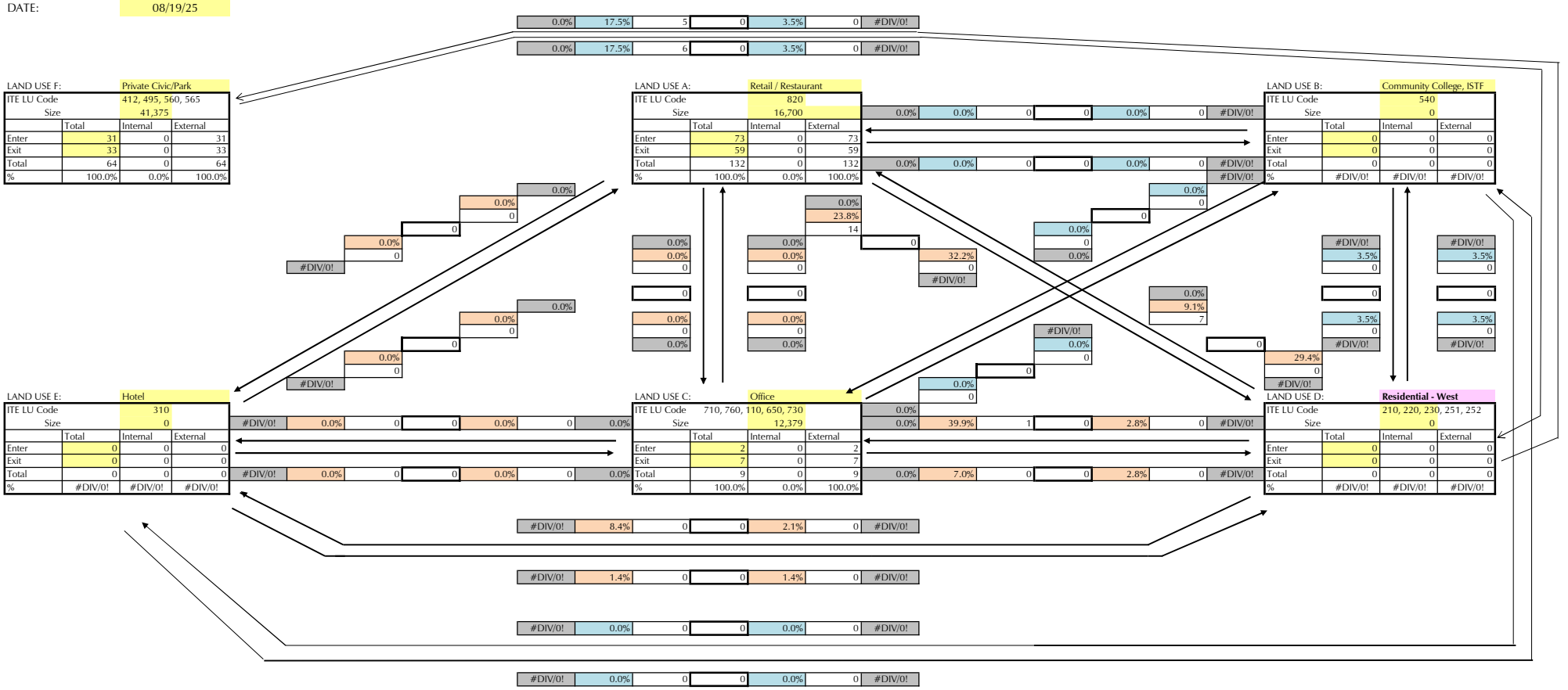
0.0% ← ***INTERNAL CAPTURE***

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: 08/19/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	73	0	2	0	0	75
Exit	59	0	7	0	0	66
Total	132	0	9	0	0	141
Single-Use Trip Gen.Estimate	132	0	9	0	0	141

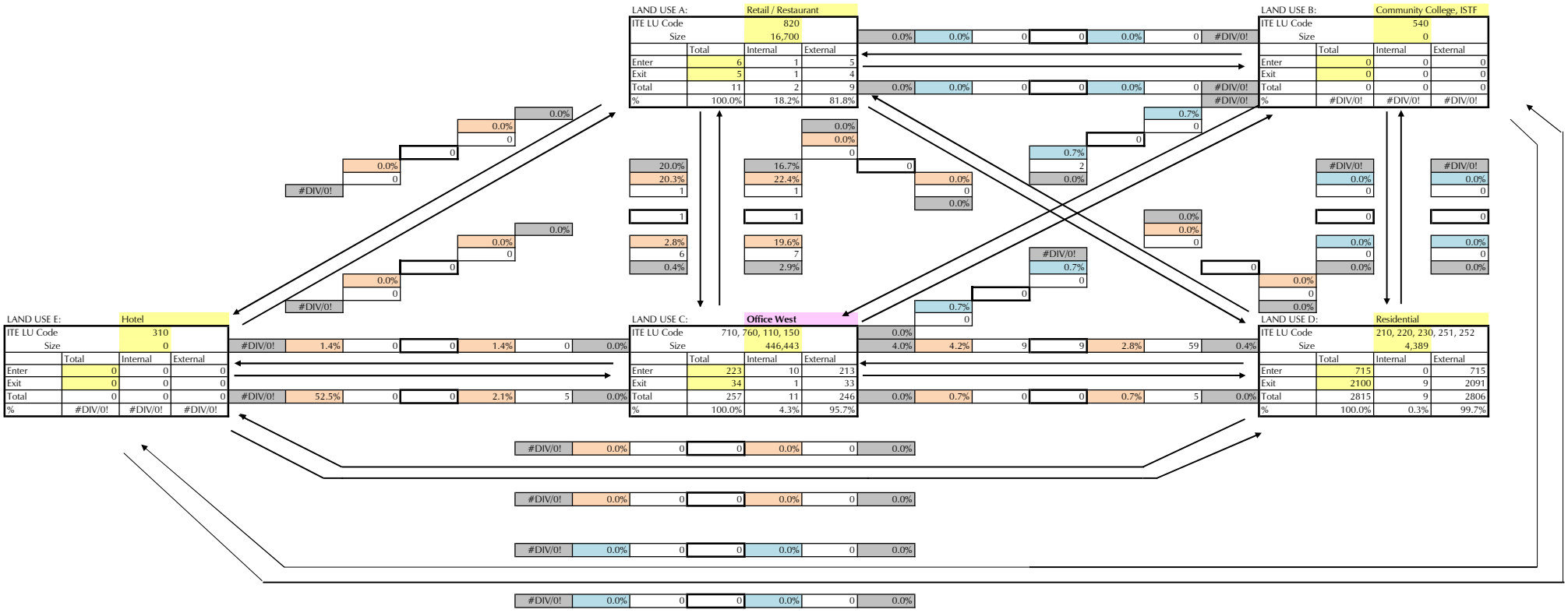
0.0% — ***INTERNAL CAPTURE***

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 - Office
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	5	0	213	715	0	933	
Exit	4	0	33	2091	0	2128	
Total	9	0	246	2806	0	3061	
Single-Use Trip Gen.Estimate	11	0	257	2815	0	3083	0.7%

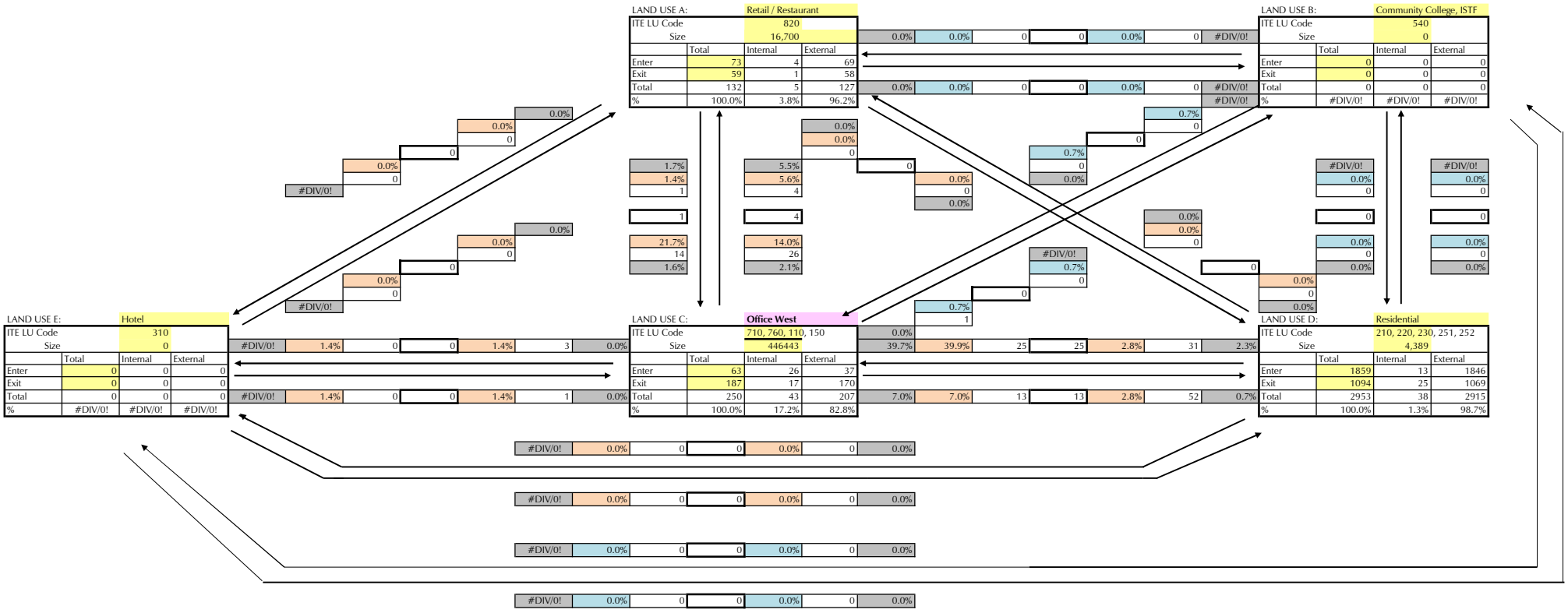
INTERNAL CAPTURE

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 - Office
TIME PERIOD: PM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	69	0	37	1846	0	1952	
Exit	58	0	170	1069	0	1297	
Total	127	0	207	2915	0	3249	
Single-Use Trip Gen.Estimate	132	0	250	2953	0	3335	2.6%

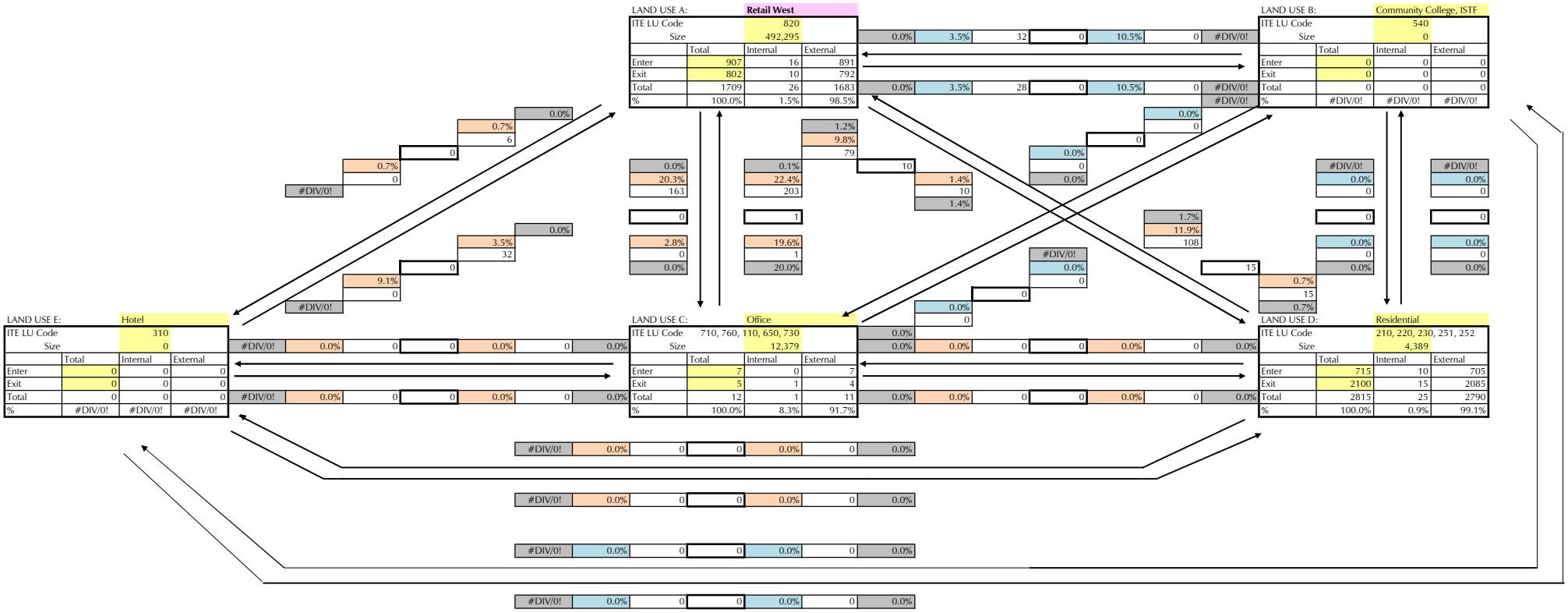
INTERNAL CAPTURE

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: 08/19/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	891	0	7	705	0	1603	
Exit	792	0	4	2085	0	2881	
Total	1683	0	11	2790	0	4484	
Single-Use Trip Gen.Estimate	1709	0	12	2815	0	4536	1.1%

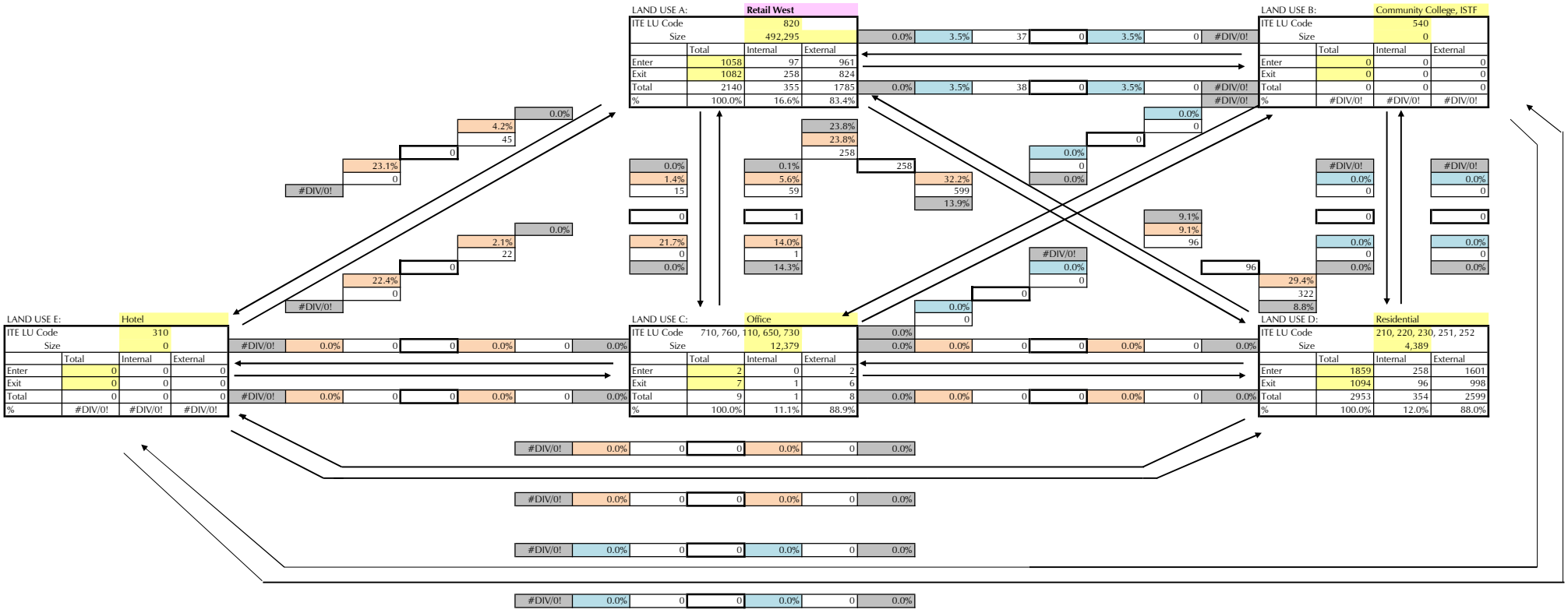
INTERNAL CAPTURE

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: PM Peak Hour Traffic
DATE: 08/19/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	961	0	2	1601	0	2564	
Exit	824	0	6	998	0	1828	
Total	1785	0	8	2599	0	4392	
Single-Use Trip Gen.Estimate	2140	0	9	2953	0	5102	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.
12	Balanced number of trips (lowest value) between two land uses.

PTC
Transportation Consultants
601 Heritage Drive, Suite 493
Jupiter, FL 33458
(561) 296-9698

August 20, 2025

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

Re: Westlake Pod G Southwest; James Business Park - #PTC22-015
Equivalency Statement

Dear Mr. Cassel:

The purpose of this letter is to present a trip equivalency analysis for the modified Pod G Southwest Site Plan to make the following changes: reallocate 94,751 SF Light Industrial, 10-Court Racquet/Tennis Club and 5,051 SF Health Club to 27,196 SF Light Industrial, 56,698 SF Warehouse, 10-Court Racquet/Tennis Club and 15,908 SF Health Club. 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. This Equivalency Statement is for the "specialty uses" in Pod G Southwest that were not specifically analyzed in the approved Westlake traffic study.

An inventory of all non-residential uses to date was conducted and is provided on **Attachment E1.** This pod, as entirely Light Industrial, was previously equivalent to 39,500 SF of Shopping Center. The current proposed uses in Pod G Southwest are 27,196 SF Light Industrial, 56,698 SF Warehouse, 10-Court Racquet/Tennis Club and 15,908 SF Health Club. **Attachment E2** provides the calculation of daily, AM and PM peak hour trips associated with these uses, and also provides the resultant pass-by rate.

Equivalencies for Westlake are based on PM peak hour two-way trips. The trip generation for the PM peak hour at buildout was analyzed to determine the equivalent uses and intensities. As shown on **Attachment E3**, the Pod G Southwest uses continue to be equivalent to 39,500 SF of Shopping Center. Therefore, Pod G Southwest can be allowed these specialty uses or revert back to the previous mix of uses. **Attachments E4 and E5** provide the AM peak hour and Daily trip generation, for informational purposes only. The internalization matrices are provided in the **Appendix**. Based on the analysis above, the Post Equivalency Inventory has been updated as shown in **Attachment E6**. This will be the starting point for any required equivalency analyses in the future.

We request that this equivalency analysis be reviewed and approved for these uses within Pod G Southwest.

Sincerely,

REBECCA J. MULCAHY LICENSE No.42570 STATE OF FLORIDA PROFESSIONAL ENGINEER

Digitally signed by Rebecca Mulcahy
Date: 2025.08.20 16:04:42 -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 8/20/25 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 E1
Westlake Pod G Southwest; James Business Park
Non-Residential Uses to Date

	Office [450,000 SF]		R&D [600,000 SF]		Shopping Center [500,000 SF]		Comm. College [3,000 Std.]		Light Industrial [450,000 SF]		Park [192 Acres]	
	West	East	West	East	West	East	West	East	West	East	West	East
Approved Use --->	**150,000**	**300,000**	**425,000**	**175,000**	**350,000**	**150,000**	**0**	**3,000**	**0**	**450,000**	**125**	**67**
Utilized*												
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) [1]	-100,000				-140,000							
Pod G Southwest (145,643 SF Light Industrial) [3]					-39,500							
Withdrawal of ISTF								2,570				
Pod H (Mix of Commercial Uses) [2]	-35,000		-378,000		-110,200							
Pod L Sales Center (future retail)						-16,700						
March 2025 Cleanup Equivalency [4]		-11,000			-50,000			-2,570			-75	-67
Submitted to Date	135,000	15,000	425,000	0	339,700	16,700	0	3,000	0	0	75	67
	150,000		425,000		356,400		3,000		0		142	
Remaining to Be Built	15,000	285,000	0	175,000	10,300	133,300	0	0	0	450,000	50	0
	300,000		175,000		143,600		0		450,000		50	

* All equivalencies and Site Plans to date.
[1] 25,000 SF Health Club, 86,426 SF Shopping Center, 5,500 SF Bank w/Drive-thru, 5,750 SF Tire Store and 7,024 SF Fast Food w/Drive-thru.
[2] 300,800 SF Light Industrial, 140,000 SF Self Storage, 47,529 SF Tractor Supply Store, 22,278 SF Shopping Center, 11,615 SF Fast Food w/Drive-thru and 2,525 SF Coffee Shop w/Drive-thru.
[3] 94,751 SF Light Industrial, 10-Court Racquet/Tennis Club and 5,051 SF Health Club.
[4] Includes: Adding 136,977 SF Lowes and 616 SFDUs in Pod U; Removing 250 MFDUs in Pod I, 23,735 SF Tax Collector's Office, 75 acres of West side Park, 67 acres of East side Park, 2,570 student Community College, 11,000 SF Office on East side, 50,000 SF Shopping Center of West side, and Retaining 157 MFDUs on the West side.

Attachment E2
Westlake Pod G Southwest; James Business Park
Trip Generation - Proposed Uses

DAILY

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips	Pass-by Trips (1)	
Light Industrial	110	27,196 SF	6.97 / 1000 SF (2)	50%	190	19	10%
Warehouse	150	56,698 SF	1.71 / 1000 SF (3)	50%	97	10	10%
Racquet/Tennis Club	491	10 Courts	27.71 / Court (3)	50%	277	14	5%
Health Club	492	15,908 SF	32.93 / 1000 SF (3)	50%	524	26	5%
Total					1,088	69	6%

AM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips			Pass-by Trips (1)	
					In	Out	Trips		
Light Industrial	110	27,196 SF	0.92 / 1000 SF (2)	88%	22	3	25	3	10%
Warehouse	150	56,698 SF	0.17 / 1000 SF (3)	77%	8	2	10	1	10%
Racquet/Tennis Club	491	10 Courts	1.19 / Court (3)	50%	6	6	12	1	5%
Health Club	492	15,908 SF	1.31 / 1000 SF (3)	50%	11	10	21	1	5%
Total					47	21	68	6	9%

PM PEAK HOUR

Land Use	ITE Code	Intensity	Trip Generation Rate	% In	Total Trips			Pass-by Trips (1)	
					In	Out	Trips		
Light Industrial	110	27,196 SF	0.97 / 1000 SF (2)	12%	3	23	26	3	10%
Warehouse	150	56,698 SF	0.18 / 1000 SF (3)	28%	3	7	10	1	10%
Racquet/Tennis Club	491	10 Courts	3.82 / Court (3)	57%	22	16	38	2	5%
Health Club	492	15,908 SF	3.45 / 1000 SF (3)	57%	31	24	55	3	5%
Total					59	70	129	9	7%

(1) Source: Palm Beach County.
(2) Source: ITE Trip Generation, *9th Edition* per original Westlake traffic study.
(3) Source: ITE Trip Generation, *11th Edition.*

Attachment E3
Westlake Pod G Southwest; James Business Park
PM Peak Hour Trip Generation at Buildout

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - MF Condos.	230	157 DUs	Ln(T) = 0.82Ln(x)+0.32 (67/33)	58	29	87	42	48.3%	29	16	45	17	19.5%	18	10	28	-	0%	18	10	28
Residential - 55+ Detached	251	- DUs	0.27 /DU (61/39)	-	-	-	-	48.3%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Attached	252	- DUs	0.25 /DU (54/46)	-	-	-	-	48.3%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	15,000 SF	1.49 /1000 SF (17/83)	4	18	22	5	22.6%	3	14	17	4	18.2%	1	12	13	1	10%	1	11	12
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	-	-	-	-	22.6%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	25	165	190	43	22.6%	18	129	147	33	17.4%	2	112	114	11	10%	2	101	103
Shopping Center	820	10,300 SF	Ln (T) = 0.67Ln (X)+3.31 (48/52)	63	68	131	6	4.8%	60	65	125	26	19.8%	50	49	99	28	28.7%	36	35	71
Park	412	50 Acres	0.09 /Acre (61/39)	3	2	5	1	10.0%	2	2	4	1	10.0%	2	1	3	-	0%	2	1	3
Car Wash	PBC	1 Lane	13.65 /Lane (50/50)	7	7	14	1	4.8%	7	6	13	3	21.4%	6	4	10	-	0%	6	4	10
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	59	70	129	29	22.6%	43	57	100	22	17.1%	32	46	78	5	7%	30	43	73
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	368	359	727	35	4.8%	348	344	692	142	19.5%	296	254	550	158	28.7%	211	181	392
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	12.3*FP + 15.5(X) (50/50)	134	133	267	13	4.8%	127	127	254	52	19.5%	108	94	202	123	61%	42	37	79
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	446	448	894	43	4.8%	422	429	851	175	19.6%	357	319	676	194	28.7%	255	227	482
Home Improvement Store	862	134,148 SF	2.29 /1,000 SF (49/51)	150	157	307	15	4.8%	142	150	292	60	19.5%	120	112	232	67	28.7%	86	79	165
TOTALS				1,317	1,456	2,773	233	8.4%	1,201	1,339	2,540	535	19.3%	992	1,013	2,005	587		689	729	1,418

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - SF (N,O,T,U,V)	210	1,759 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	874	513	1,387	189	13.6%	753	445	1,198	188	13.6%	624	386	1,010	-	0%	624	386	1,010
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	Ln(T) = 0.90Ln(x)+0.51 (63/37)	848	498	1,346	183	13.6%	731	432	1,163	182	13.5%	606	375	981	-	0%	606	375	981
Residential - MF Condos.	230	130 DUs	Ln(T) = 0.82Ln(x)+0.32 (67/33)	50	25	75	10	13.6%	43	22	65	10	13.3%	36	19	55	-	0%	36	19	55
Residential - 55+ Detached	251	800 DUs	0.27 /DU (61/39)	132	84	216	29	13.6%	114	73	187	29	13.4%	94	64	158	-	0%	94	64	158
Hotel	310	150 Rooms	0.6 /Room (51/49)	46	44	90	37	41.1%	23	30	53	12	13.3%	18	23	41	4	10%	16	21	37
Community College	540*	- Students	0.14 /Student (54/46)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	285,000 SF	1.49 /1000 SF (17/83)	72	353	425	66	15.6%	46	313	359	31	7.3%	40	288	328	33	10%	36	259	295
Research & Devel.	760	175,000 SF	Ln (T) = 0.83Ln (X)+1.06 (15/85)	32	178	210	33	15.6%	20	157	177	15	7.1%	17	145	162	16	10%	15	131	146
Light Industrial	110	450,000 SF	0.97 /1000 SF (12/88)	52	385	437	68	15.6%	33	336	369	32	7.3%	27	310	337	34	10%	24	279	303
Shopping Center	820	150,000 SF	Ln (T) = 0.67Ln (X)+3.31 (48/52)	377	409	786	264	33.6%	281	241	522	33	4.2%	260	229	489	179	36.6%	165	145	310
Park	412	- Acres	0.09 /Acre (61/39)	-	-	-	-	29.4%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	70,000 SF	2.74 /1000 SF (49/51)	94	98	192	56	29.4%	67	69	136	1	0.5%	67	68	135	7	5%	64	64	128
Church	560	70,000 SF	0.55 /1000 SF (48/52)	19	20	39	11	29.4%	13	15	28	-	0.0%	13	15	28	1	5%	12	15	27
Daycare	565	10,000 SF	12.34 /1000 SF (47/53)	58	65	123	36	29.4%	41	46	87	1	0.8%	41	45	86	43	50%	21	22	43
ISTF	N/A	- Complex	Pre-Calc'd	-	-	-	-	0.0%	-	-	-	-	0.0%		-	-	-	0%	-	-	-
FSED	650	12,379 SF	Pre-Calc'd	9	10	19	11	57.9%	1	7	8	1	5.3%	1	6	7	1	10%	1	5	6
Tax Collector	730	- SF	Pre-Calc'd	-	-	-	-	15.6%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
TOTALS				2,663	2,682	5,345	993	18.6%	2,166	2,186	4,352	535	10.0%	1,844	1,973	3,817	318		1,714	1,785	3,499

COMBINED TOTALS				3,980	4,138	8,118	1,226	15.1%	3,367	3,525	6,892	1,070	13.2%	2,836	2,986	5,822	905		2,403	2,514	4,917

* 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% on the west side and 36.6% on the east side per approved study.

Added Use

Approved Total
4,932

Attachment E4
Westlake Pod G Southwest; James Business Park
AM Peak Hour Trip Generation at Buildout

West Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - MF Condos.	230	157 DUs	Ln(T) = 0.80Ln(x)+0.26 (17/83)	13	61	74	3	4.1%	13	58	71	5	6.8%	13	53	66	-	0%	13	53	66
Residential - 55+ Detached	251	- DUs	0.22 /DU (35/65)	-	-	-	-	4.1%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Residential - 55+ Attached	252	- DUs	0.2 /DU (34/66)	-	-	-	-	4.1%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	15,000 SF	Ln(T) = 0.80Ln(x)+1.57 (88/12)	37	5	42	4	8.4%	35	3	38	3	7.1%	33	2	35	4	10%	30	1	31
Research & Devel.	760	- SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	-	-	-	-	8.4%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	186	25	211	18	8.4%	177	16	193	18	8.5%	164	11	175	18	10%	148	9	157
Shopping Center	820	10,300 SF	0.96 /1000 SF (62/38)	6	4	10	-	1.5%	5	5	10	-	0.0%	5	5	10	3	28.7%	4	3	7
Park	412	50 Acres	0.02 /Acre (61/39)	1	-	1	-	10.0%	1	-	1	-	10.0%	1	-	1	-	0%	1	-	1
Car Wash	PBC	1 Lane	11.97 /Lane (50/50)	6	6	12	-	1.5%	6	6	12	-	0.0%	6	6	12	-	0%	6	6	12
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	47	21	68	6	8.4%	44	18	62	5	7.4%	40	17	57	4	7%	37	16	53
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	424	382	806	12	1.5%	417	377	794	32	4.0%	400	362	762	219	28.7%	285	258	543
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	11	4.1%	126	126	252	154	61%	49	49	98
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	240	203	443	7	1.5%	236	200	436	18	4.1%	226	192	418	120	28.7%	161	137	298
Home Improvement Store	862	134,148 SF	1.51 /1,000 SF (57/43)	116	87	203	3	1.5%	114	86	200	8	3.9%	110	82	192	55	28.7%	78	59	137
TOTALS				1,210	927	2,137	57	2.7%	1,180	900	2,080	100	4.7%	1,124	856	1,980	577		812	591	1,403

East Side

Land Use	ITE Code	Intensity	Trip Generation Rate (1)	Total Trips In	Total Trips Out	Total Trips Total	Internal Trips (2)		External Trips In	External Trips Out	External Trips Total	Interzonal Trips (2)		External Trips In	External Trips Out	External Trips Total	Pass-by Trips (3)		New Trips In	New Trips Out	New Trips Total
Residential - SF (N,O,T,U,V)	210	1,759 DUs	0.75 /DU (25/75)	330	989	1,319	74	5.6%	312	933	1,245	16	1.2%	307	922	1,229	-	0%	307	922	1,229
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	0.75 /DU (25/75)	319	956	1,275	71	5.6%	301	903	1,204	16	1.3%	296	892	1,188	-	0%	296	892	1,188
Residential - MF Condos.	230	130 DUs	Ln(T) = 0.80Ln(x)+0.26 (17/83)	11	53	64	4	5.6%	10	50	60	1	1.6%	10	49	59	-	0%	10	49	59
Residential - 55+ Detached	251	800 DUs	0.22 /DU (35/65)	62	114	176	10	5.6%	59	107	166	2	1.1%	58	106	164	-	0%	58	106	164
Hotel	310	150 Rooms	0.53 /Room (59/41)	47	33	80	34	42.5%	44	2	46	3	3.8%	42	1	43	4	10%	38	1	39
Community College	540*	- Students	0.11 /Student (87/13)	-	-	-	-	0.0%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
General Office	710	285,000 SF	Ln(T) = 0.80Ln(x)+1.57 (88/12)	389	53	442	55	12.4%	348	39	387	19	4.3%	341	27	368	37	10%	307	24	331
Research & Devel.	760	175,000 SF	Ln(T) = 0.87Ln(x)+0.86 (83/17)	175	36	211	26	12.4%	156	29	185	9	4.3%	153	23	176	18	10%	138	20	158
Light Industrial	110	450,000 SF	0.92 /1000 SF (88/12)	364	50	414	51	12.4%	325	38	363	18	4.3%	318	27	345	35	10%	286	24	310
Shopping Center	820	150,000 SF	0.96 /1000 SF (62/38)	89	55	144	76	52.8%	38	30	68	13	9.0%	31	24	55	20	36.6%	20	15	35
Park	412	- Acres	0.02 /Acre (61/39)	-	-	-	-	28.2%	-	-	-	-	0.0%	-	-	-	-	0%	-	-	-
Community Center	495	70,000 SF	2.05 /1000 SF (66/34)	95	49	144	41	28.2%	69	34	103	1	0.7%	68	34	102	5	5%	65	32	97
Church	560	70,000 SF	0.56 /1000 SF (62/38)	24	15	39	11	28.2%	17	11	28	-	0.0%	17	11	28	1	5%	16	11	27
Daycare	565	10,000 SF	12.18 /1000 SF (53/47)	65	57	122	34	28.2%	47	41	88	1	0.8%	46	41	87	44	50%	23	20	43
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%	7	4	11	1	10%	6	4	10
Tax Collector	730	- SF	Pre-Calc'd	-	-	-	-	12.4%	-	-	-	-	0.0%	-	-	-	-	10%	-	-	-
TOTALS				1,977	2,467	4,444	489	11.0%	1,733	2,222	3,955	100	2.3%	1,694	2,161	3,855	165		1,570	2,120	3,690

COMBINED TOTALS				3,187	3,394	6,581	546	8.3%	2,913	3,122	6,035	200	3.0%	2,818	3,017	5,835	742		2,382	2,711	5,093

* 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% on the west side and 36.6% on the east side per approved study.

Added Use

Attachment E5
Westlake Pod G Southwest; James Business Park
Daily Trip Generation at Buildout

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	157 DUs	6.65 /DU	1,044	274	26.2%	770	151	14.5%	619	-	0%	619
Residential - 55+ Detached	251	- DUs	8 /DU	-	-	26.2%	-	-	0.0%	-	-	0%	-
Residential - 55+ Attached	252	- DUs	6 /DU	-	-	26.2%	-	-	0.0%	-	-	0%	-
General Office	710	15,000 SF	Ln (T) = 0.77Ln (X)+3.65	310	48	15.5%	262	43	13.9%	219	22	10%	197
Research & Devel.	760	- SF	Ln (T) = 0.83Ln (X)+3.09 (3)	-	-	15.5%	-	-	0.0%	-	-	10%	-
Pod H Industrial Use	N/A	300,800 SF	Pre-Calc'd	1,492	231	15.5%	1,261	213	14.3%	1,048	105	10%	943
Shopping Center	820	10,300 SF	Ln (T) = 0.65Ln (X)+5.83	1,550	50	3.2%	1,500	168	10.8%	1,332	382	28.7%	950
Park	412	50 Acres	2.28 /Acre	114	11	10.0%	103	12	10.5%	91	-	0%	91
Car Wash	PBC	1 Lane	166 /Lane	166	5	3.2%	161	20	12.0%	141	-	0%	141
Pod G SW Light Industrial	110	145,643 SF	Pre-Calc'd	1,088	169	15.5%	919	147	13.5%	772	54	7%	718
Pod H Commercial Uses	N/A	223,947 SF	Pre-Calc'd	9,469	303	3.2%	9,166	1,224	12.9%	7,942	2,279	28.7%	5,663
Gas Station (16 FP)/ C-Store	FDOT	4,500 SF	14.3 X PM Peak Hour Trips	3,818	122	3.2%	3,696	494	12.9%	3,202	1,953	61%	1,249
Publix at Westlake Plaza	N/A	129,700 SF	Pre-Calc'd	9,783	313	3.2%	9,470	1,275	13.0%	8,195	2,352	28.7%	5,843
Home Improvement Store	862	134,148 SF	30.74 /1,000 SF	4,124	132	3.2%	3,992	528	12.8%	3,464	994	28.7%	2,470
TOTALS				32,958	1,658	5.0%	31,300	4,275	13.0%	27,025	8,141		18,884

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	1,759 DUs	10 /DU	17,590	1,689	9.6%	15,901	1,302	7.4%	14,599	-	0%	14,599
Residential - SF (F,M,P,Q,R,S)	210	1,700 DUs	10 /DU	17,000	1,632	9.6%	15,368	1,258	7.4%	14,110	-	0%	14,110
Residential - MF Condos.	230	130 DUs	6.65 /DU	865	83	9.6%	782	65	7.5%	717	-	0%	717
Residential - 55+ Detached	251	800 DUs	8 /DU	6,400	614	9.6%	5,786	467	7.3%	5,319	-	0%	5,319
Hotel	310	150 Rooms	8.92 /Room	1,338	559	41.8%	779	115	8.6%	664	66	10%	598
Community College	540*	- Students	2.29 /Student	-	-	0.0%	-	-	0.0%	-	-	0%	-
General Office	710	285,000 SF	Ln (T) = 0.77Ln (X)+3.65	2,988	418	14.0%	2,570	173	5.8%	2,397	240	10%	2,157
Research & Devel.	760	175,000 SF	Ln (T) = 0.83Ln (X)+3.09 (3)	1,598	224	14.0%	1,374	91	5.7%	1,283	128	10%	1,155
Light Industrial	110	450,000 SF	6.97 /1000 SF	3,137	439	14.0%	2,698	182	5.8%	2,516	252	10%	2,264
Shopping Center	820	150,000 SF	Ln (T) = 0.65Ln (X)+5.83	8,839	3,818	43.2%	5,021	583	6.6%	4,438	1,624	36.6%	2,814
Park	412	- Acres	2.28 /Acre	-	-	28.8%	-	-	0.0%	-	-	0%	-
Community Center	495	70,000 SF	33.82 /1000 SF	2,367	682	28.8%	1,685	14	0.6%	1,671	84	5%	1,587
Church	560	70,000 SF	9.11 /1000 SF	638	184	28.8%	454	-	0.0%	454	23	5%	431
Daycare	565	10,000 SF	74.06 /1000 SF	741	213	28.8%	528	6	0.8%	522	261	50%	261
ISTF	N/A	- Complex	Pre-Calc'd	-	-	0.0%	-	-	0.0%	-	-	0%	-
FSED	650	12,379 SF	Pre-Calc'd	309	112	36.1%	197	19	6.2%	178	18	10%	160
Tax Collector	730	- SF	Pre-Calc'd	-	-	14.0%	-	-	0.0%	-	-	10%	-
TOTALS				63,810	10,667	16.7%	53,143	4,275	6.7%	48,868	2,696		46,172

COMBINED TOTALS				96,768	12,325	12.7%	84,443	8,550	8.8%	75,893	10,837		65,056

* 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% on the west side and 36.6% on the east side 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.

Added Use

Attachment E6
Westlake Pod G Southwest; James Business Park
Non-Residential Uses to Date (Post Equivalency)

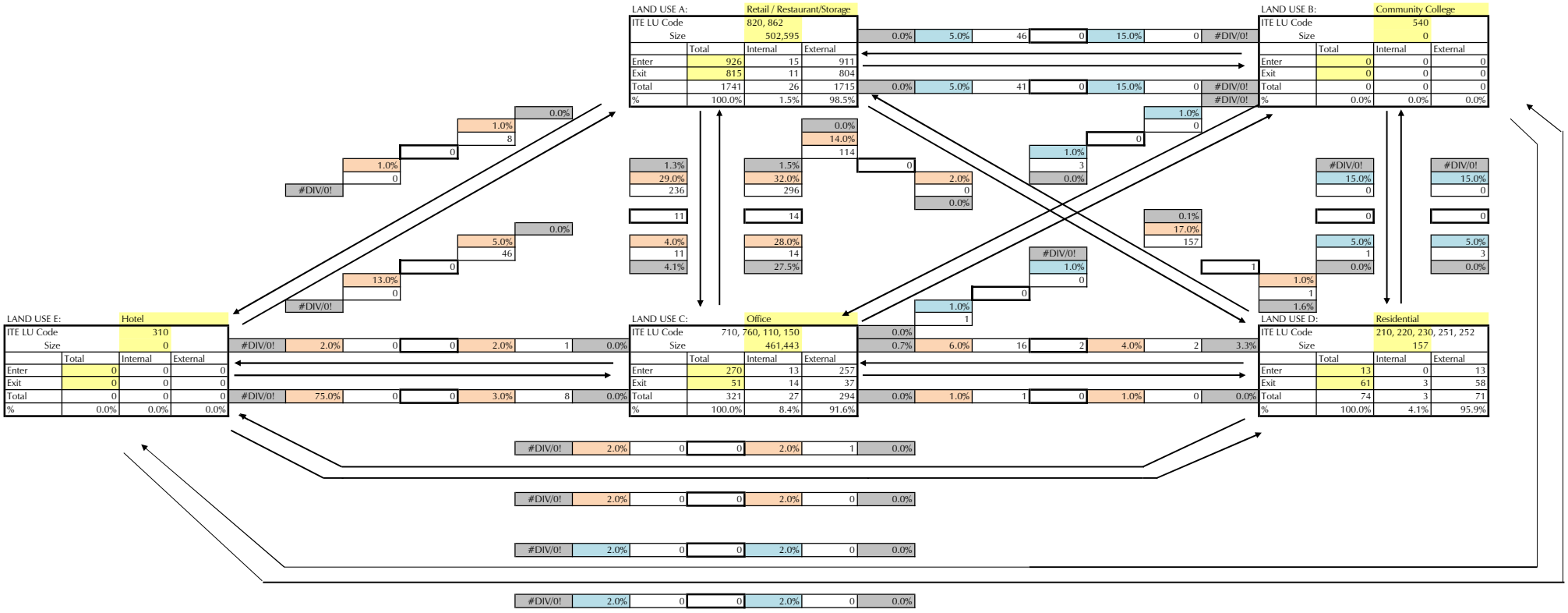
	Office [450,000 SF]		R&D [600,000 SF]		Shopping Center [500,000 SF]		Comm. College [3,000 Std.]		Light Industrial [450,000 SF]		Park [192 Acres]	
	West	East	West	East	West	East	West	East	West	East	West	East
Approved Use --->	**150,000**	**300,000**	**425,000**	**175,000**	**350,000**	**150,000**	**0**	**3,000**	**0**	**450,000**	**125**	**67**
Utilized*												
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) [1]	-100,000				-140,000							
Pod G Southwest (145,643 SF Light Industrial) [3]					-39,500							
Withdrawal of ISTF								2,570				
Pod H (Mix of Commercial Uses) [2]	-35,000		-378,000		-110,200							
Pod L Sales Center (future retail)						-16,700						
March 2025 Cleanup Equivalency [4]		-11,000			-50,000			-2,570			-75	-67
Submitted to Date	135,000	15,000	425,000	0	339,700	16,700	0	3,000	0	0	75	67
	150,000		425,000		356,400		3,000		0		142	
Remaining to Be Built	15,000	285,000	0	175,000	10,300	133,300	0	0	0	450,000	50	0
	300,000		175,000		143,600		0		450,000		50	

* All equivalencies and Site Plans to date.
[1] 25,000 SF Health Club, 86,426 SF Shopping Center, 5,500 SF Bank w/Drive-thru, 5,750 SF Tire Store and 7,024 SF Fast Food w/Drive-thru.
[2] 300,800 SF Light Industrial, 140,000 SF Self Storage, 47,529 SF Tractor Supply Store, 22,278 SF Shopping Center, 11,615 SF Fast Food w/Drive-thru and 2,525 SF Coffee Shop w/Drive-thru.
[3] 27,196 SF Light Industrial, 56,698 SF Warehouse, 10-Court Racquet/Tennis Club and 15,908 SF Health Club.
[4] Includes: Adding 136,977 SF Lowes and 616 SFDUs in Pod U; Removing 250 MFDUs in Pod I, 23,735 SF Tax Collector's Office, 75 acres of West side Park, 67 acres of East side Park, 2,570 student Community College, 11,000 SF Office on East side, 50,000 SF Shopping Center of West side, and Retaining 157 MFDUs on the West side.

APPENDIX

INTERNAL CAPTURE WORKSHEET

PROJECT: Westlake - West Side
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/15/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	911	0	257	13	0	1181
Exit	804	0	37	58	0	899
Total	1715	0	294	71	0	2080
Single-Use Trip Gen.Estimate	1741	0	321	74	0	2136

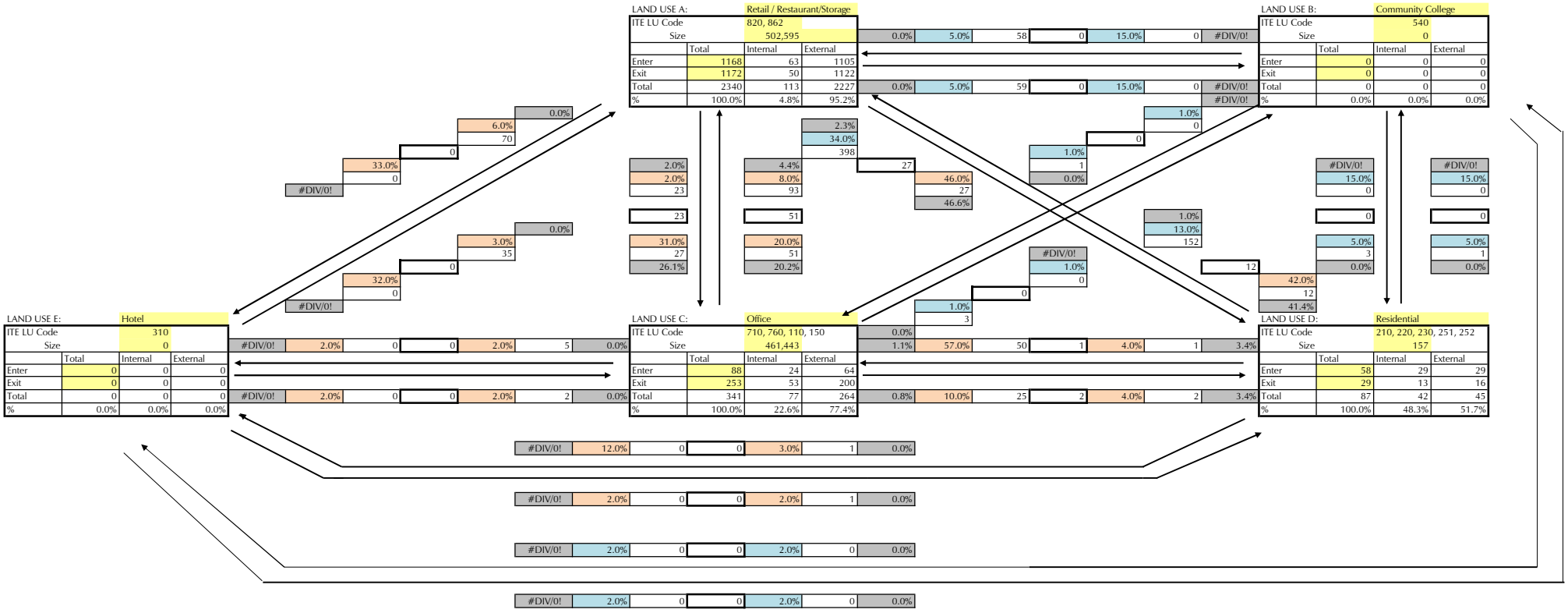
INTERNAL CAPTURE 2.6%

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: 08/15/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	1105	0	64	29	0	1198
Exit	1122	0	200	16	0	1338
Total	2227	0	264	45	0	2536
Single-Use Trip Gen.Estimate	2340	0	341	87	0	2768

8.4%

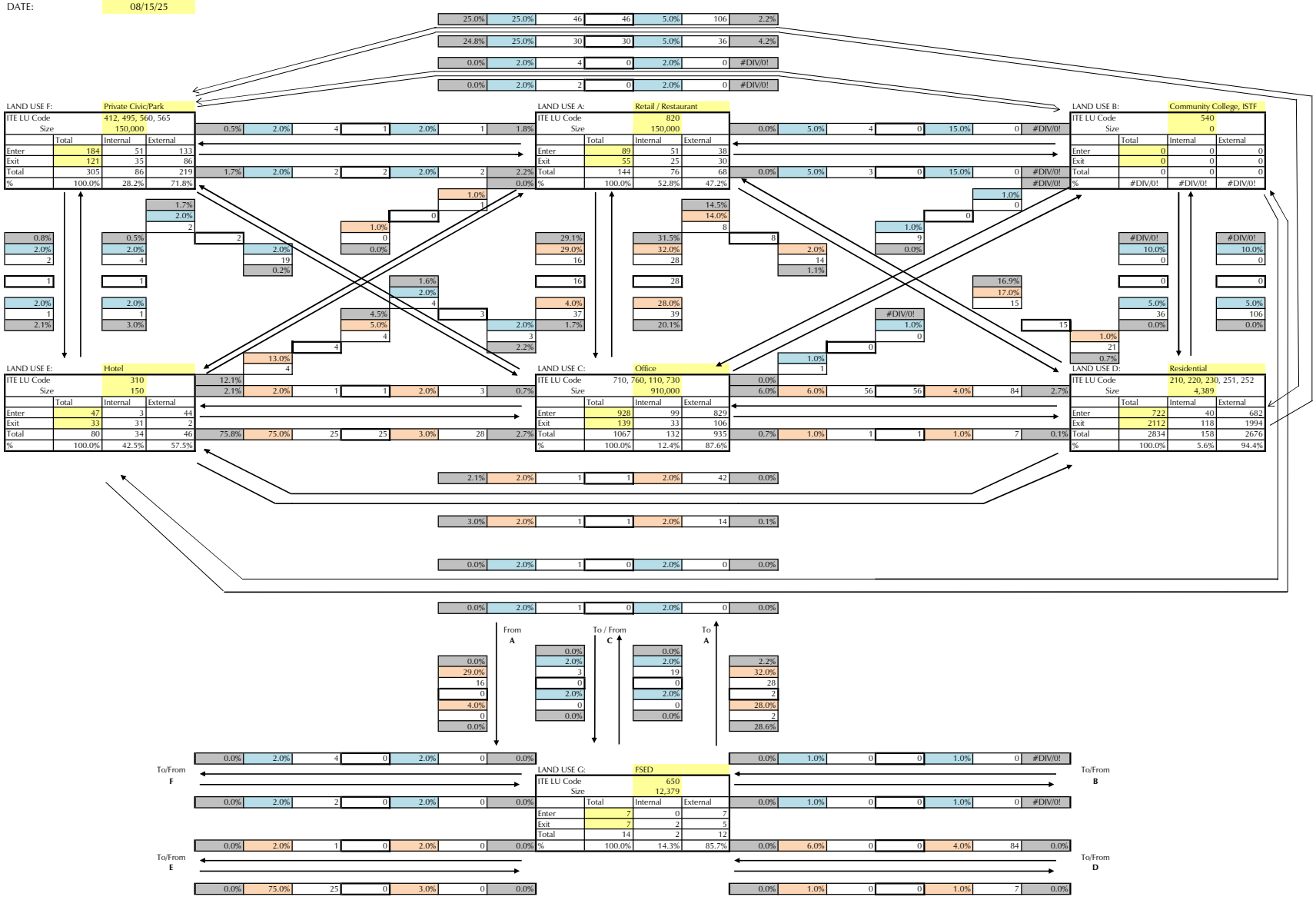
INTERNAL CAPTURE

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: 08/15/25



	Net External Trips for Multi-Use Development							
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. G	TOTAL
Enter	38	0	829	682	44	133	7	1733
Exit	30	0	106	1994	2	86	5	2223
Total	68	0	935	2676	46	219	12	3956
Single-Use Trip Gen.Estimate	144	0	1067	2834	80	305	14	4444

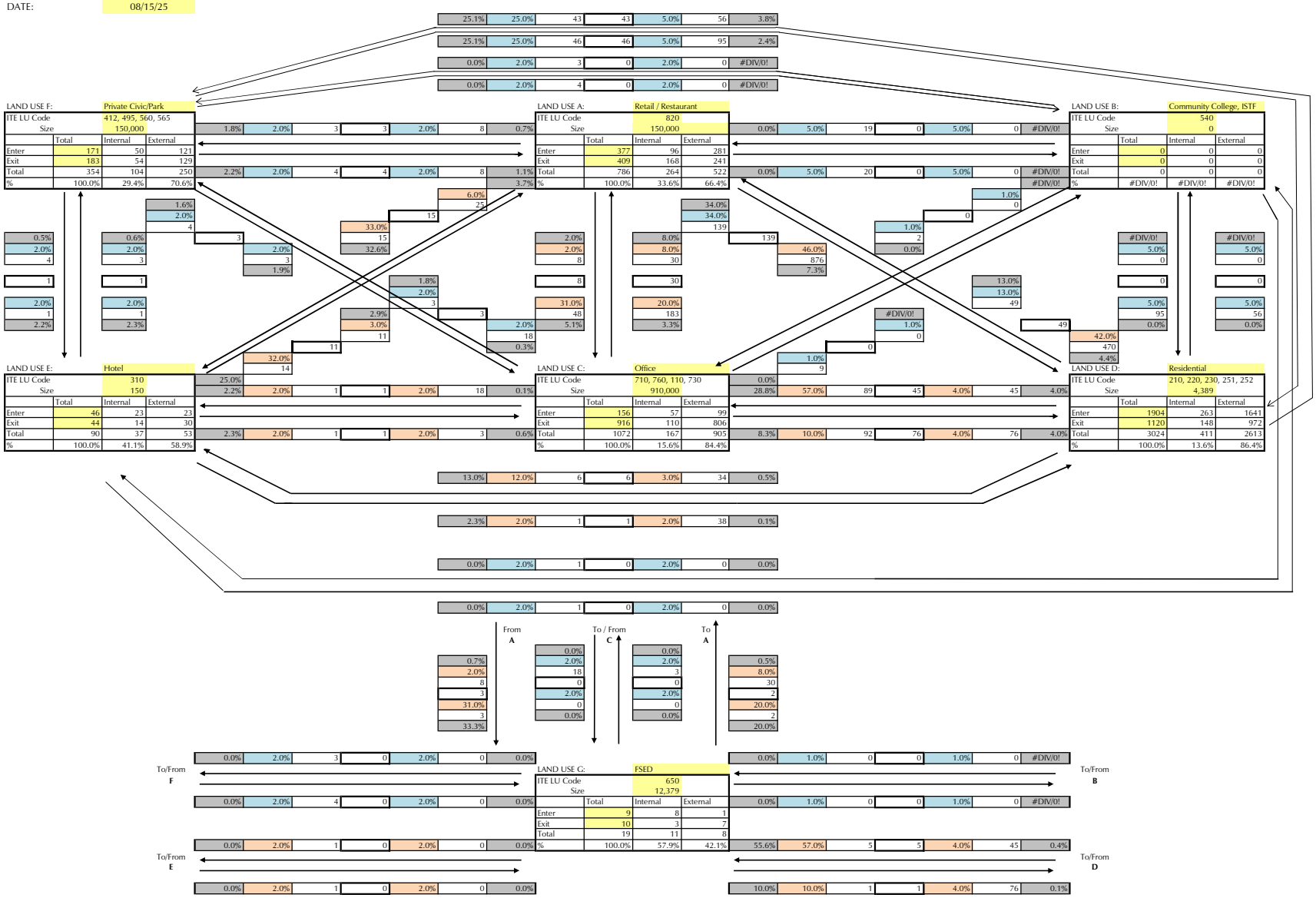
INTERNAL CAPTURE 11.0%

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: 08/15/25



	Net External Trips for Multi-Use Development								
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	L.U. F	L.U. G	TOTAL	
Enter	281	0	99	1641	23	121	1	2166	
Exit	241	0	806	972	30	129	7	2185	
Total	522	0	905	2613	53	250	8	4351	
Single-Use Trip Gen.Estimate	786	0	1072	3024	90	354	19	5345	18.6%

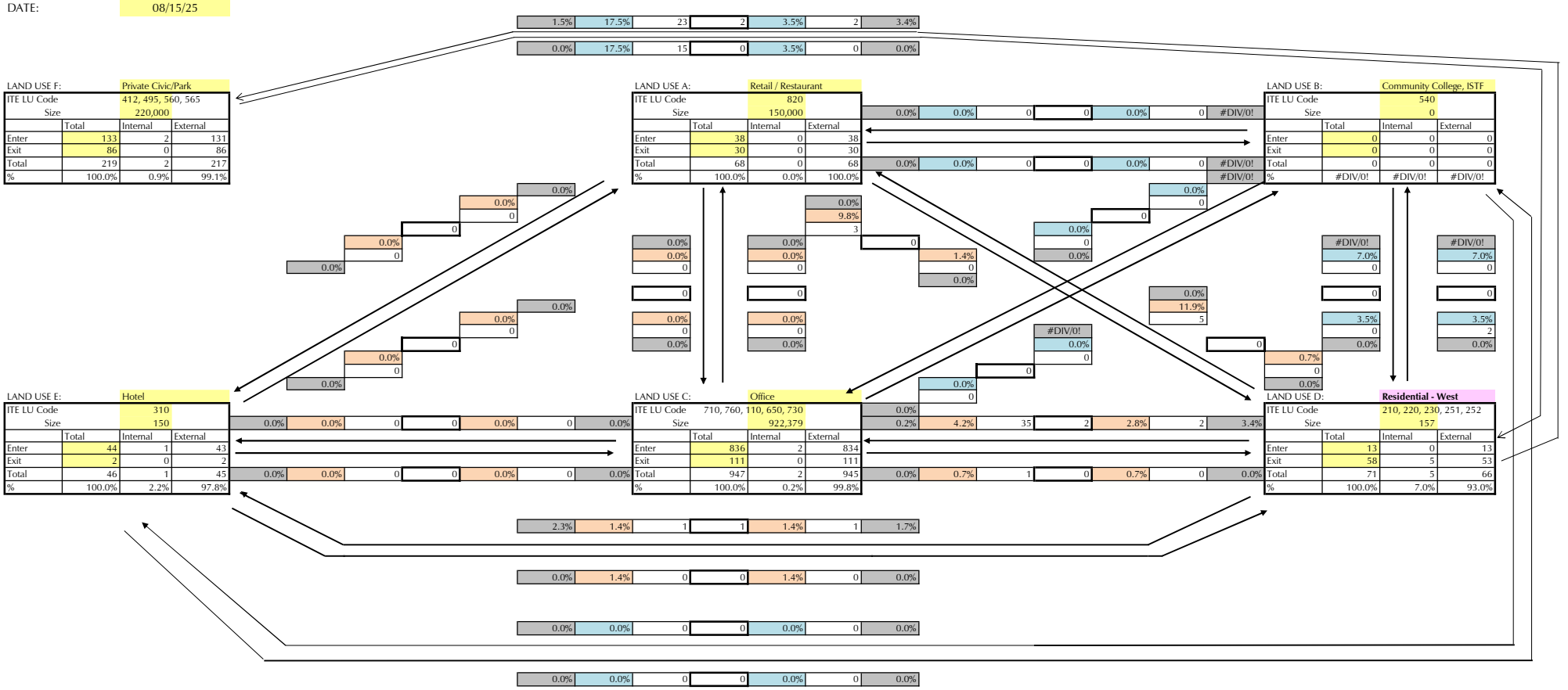
INTERNAL CAPTURE

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: 08/15/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	38	0	834	13	43	928
Exit	30	0	111	53	2	196
Total	68	0	945	66	45	1124
Single-Use Trip Gen.Estimate	68	0	947	71	46	1132

0.7%

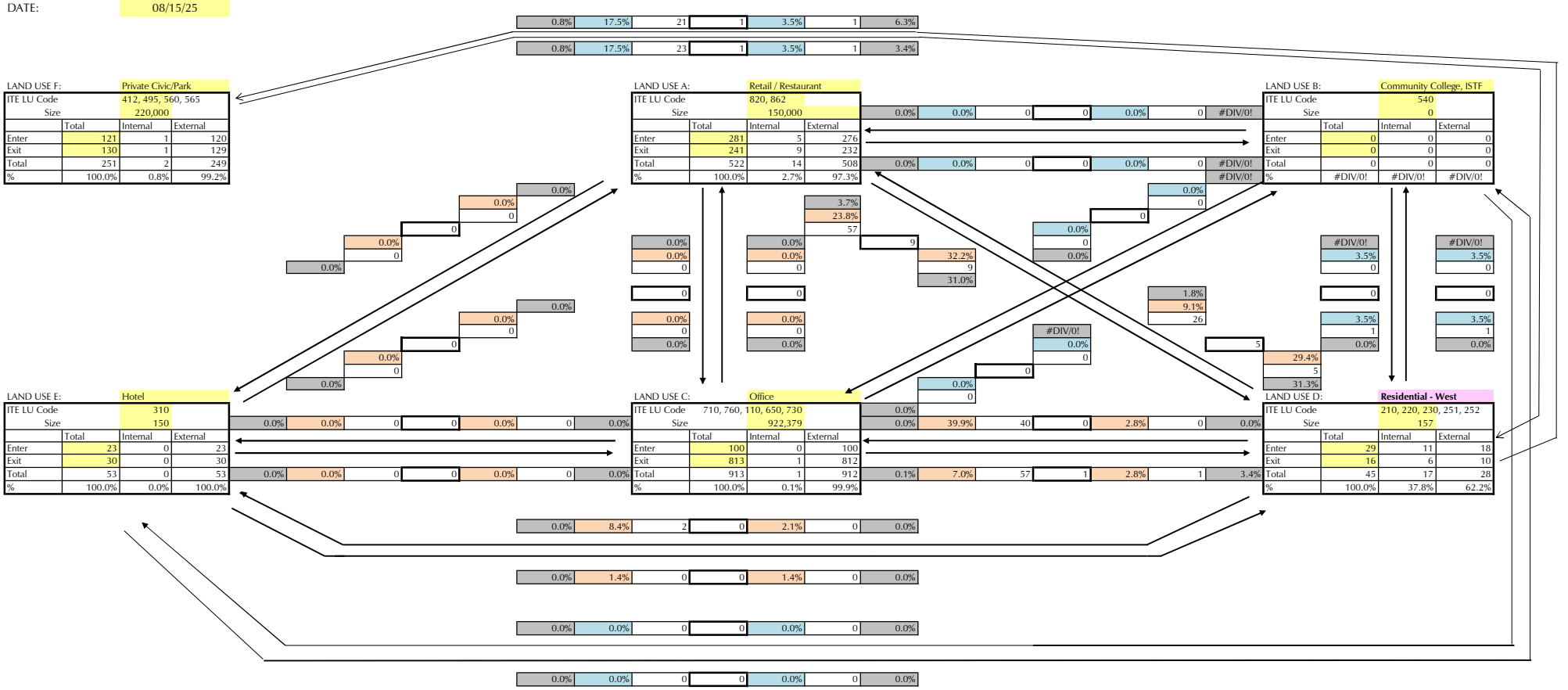
INTERNAL CAPTURE

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: 08/15/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	276	0	100	18	23	417
Exit	232	0	812	10	30	1084
Total	508	0	912	28	53	1501
Single-Use Trip Gen.Estimate	522	0	913	45	53	1533

2.1%

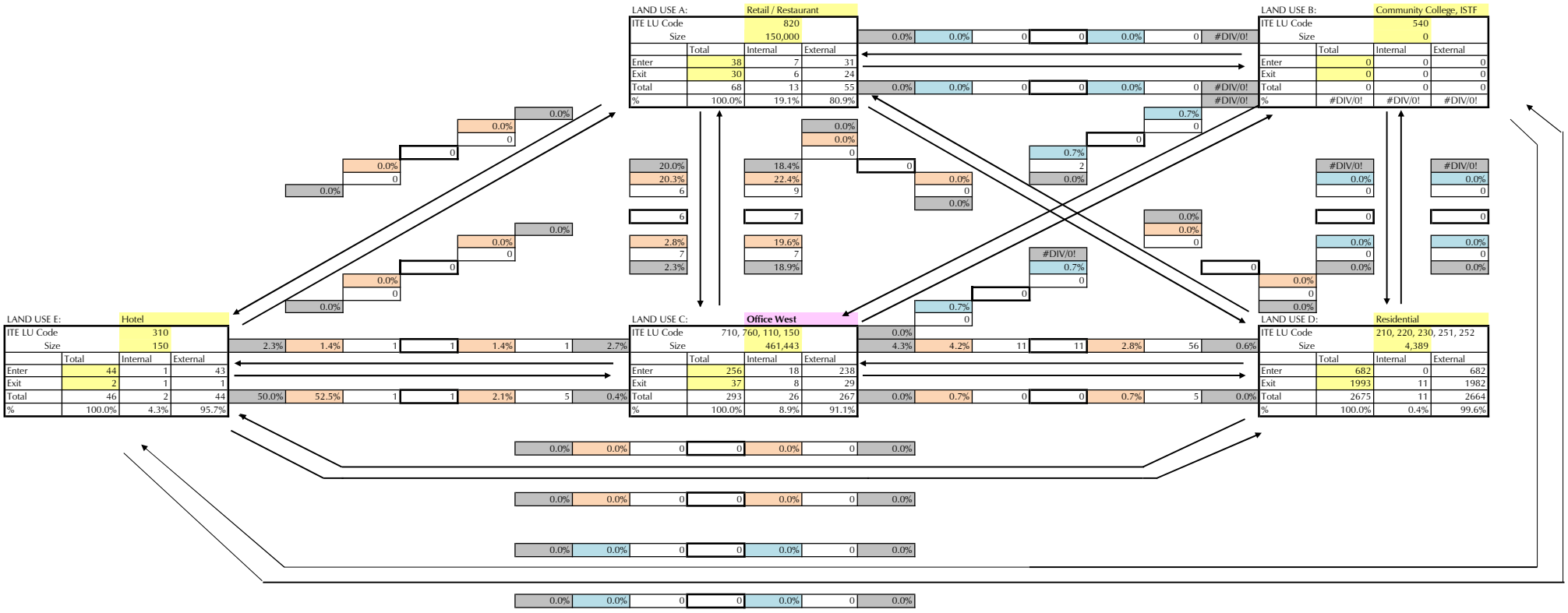
INTERNAL CAPTURE

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 - Office
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/15/25



	Net External Trips for Multi-Use Development					
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL
Enter	31	0	238	682	43	994
Exit	24	0	29	1982	1	2036
Total	55	0	267	2664	44	3030
Single-Use Trip Gen.Estimate	68	0	293	2675	46	3082

1.7%

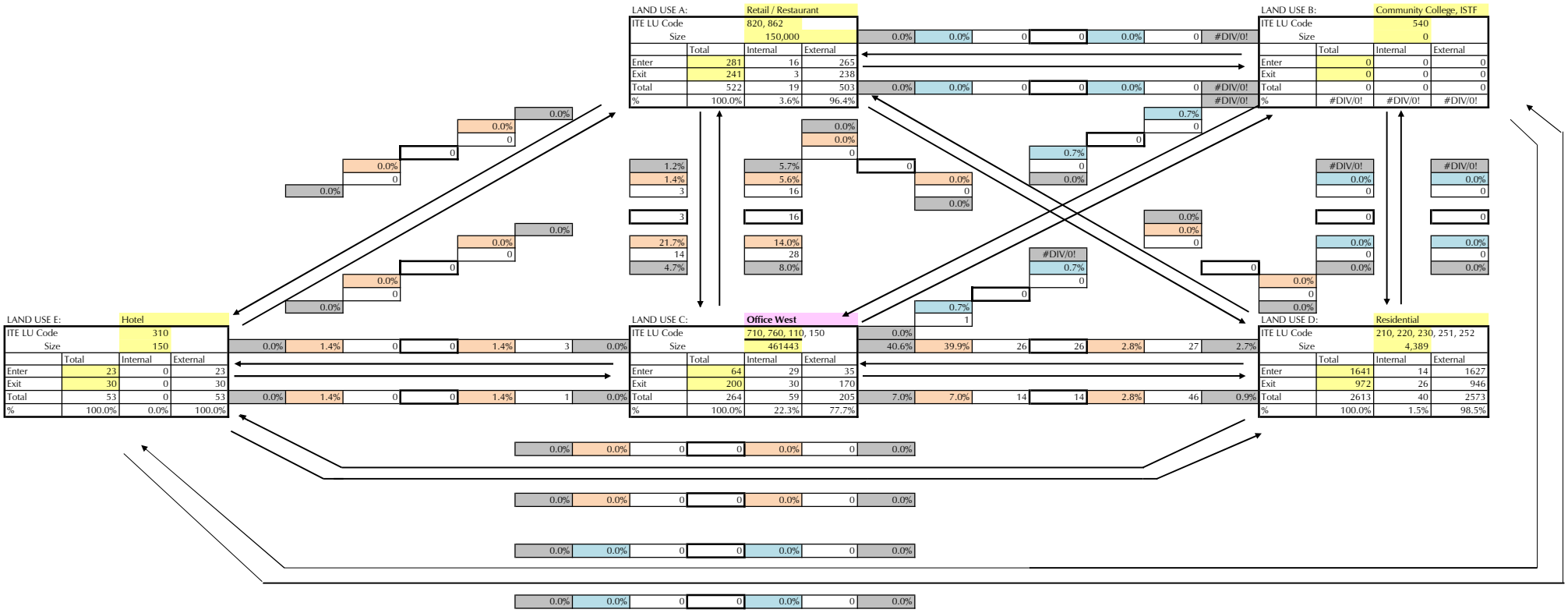
INTERNAL CAPTURE

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 - Office
TIME PERIOD: PM Peak Hour Traffic
DATE: 08/15/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	265	0	35	1627	23	1950	
Exit	238	0	170	946	30	1384	
Total	503	0	205	2573	53	3334	
Single-Use Trip Gen.Estimate	522	0	264	2613	53	3452	3.4%

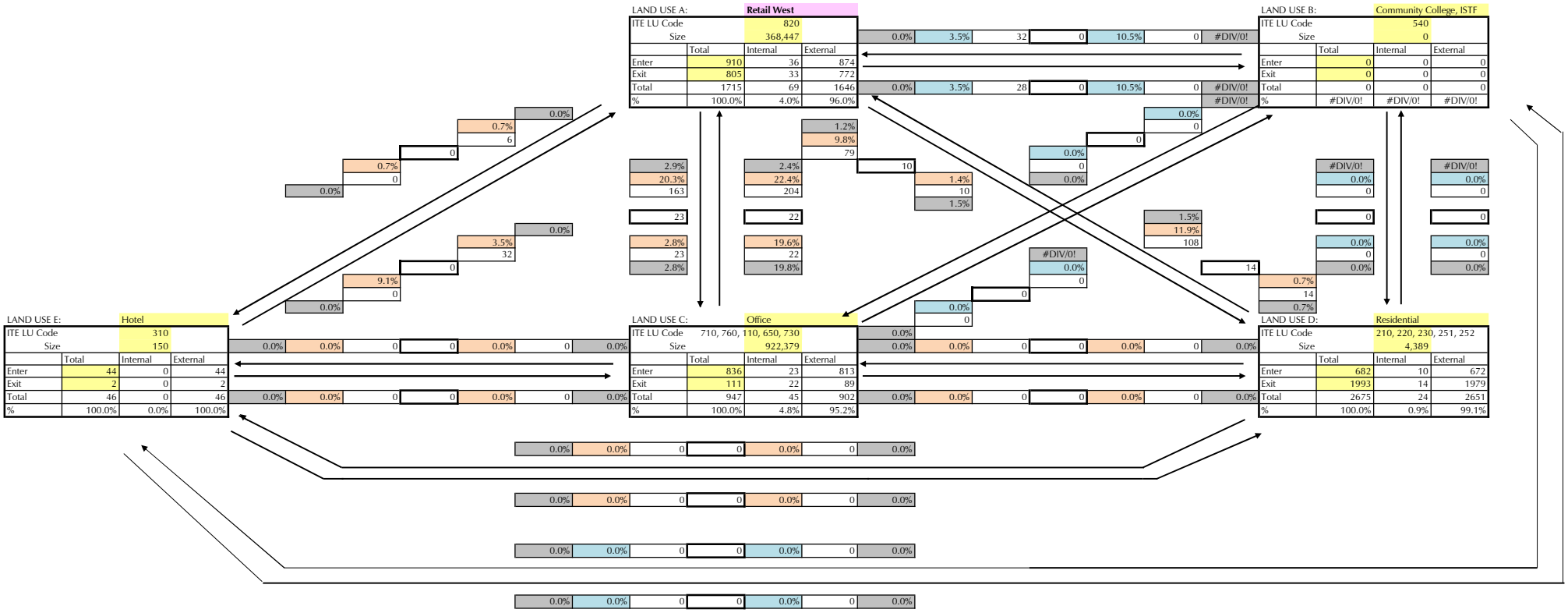
INTERNAL CAPTURE

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 - Interzonal - Retail
TIME PERIOD: AM Peak Hour Traffic
DATE: 08/15/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	874	0	813	672	44	2403	
Exit	772	0	89	1979	2	2842	
Total	1646	0	902	2651	46	5245	
Single-Use Trip Gen.Estimate	1715	0	947	2675	46	5383	2.6%

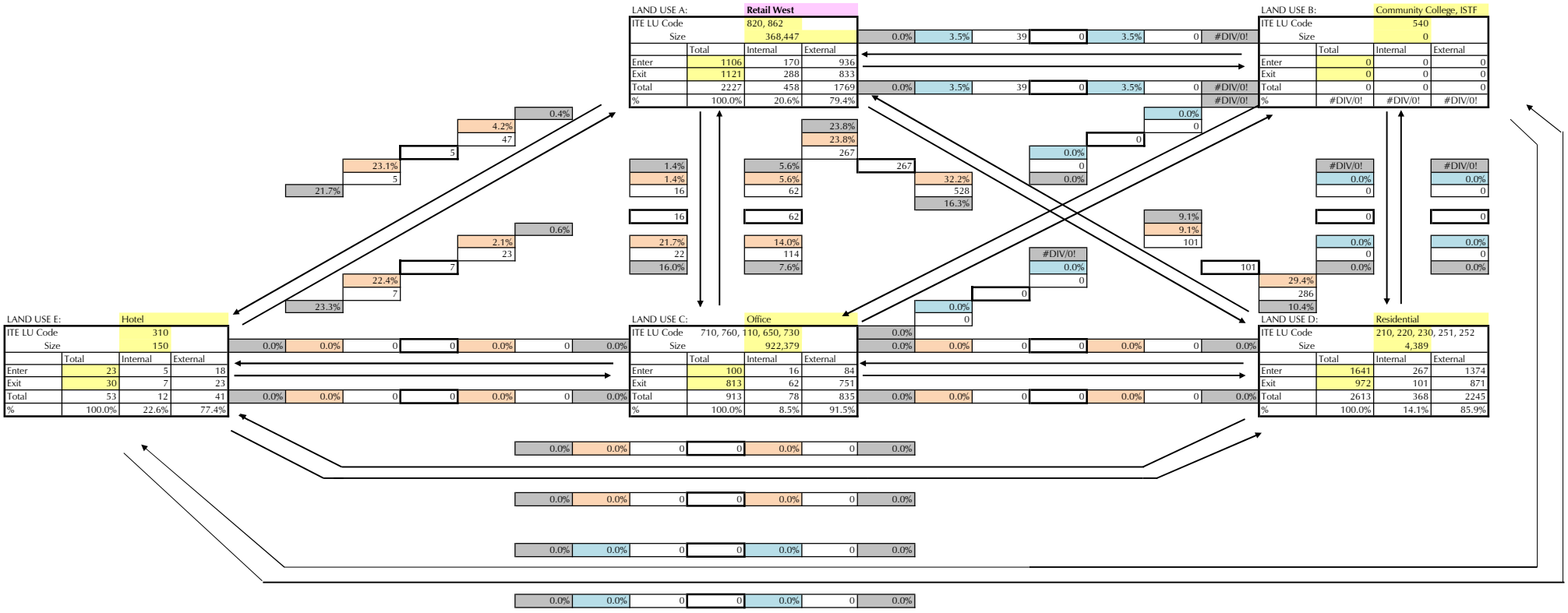
INTERNAL CAPTURE

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: PM Peak Hour Traffic
DATE: 08/15/25



	Net External Trips for Multi-Use Development						
	L.U. A	L.U. B	L.U. C	L.U. D	L.U. E	TOTAL	
Enter	936	0	84	1374	18	2412	
Exit	833	0	751	871	23	2478	
Total	1769	0	835	2245	41	4890	
Single-Use Trip Gen.Estimate	2227	0	913	2613	53	5806	15.8%

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.

File Attachments for Item:

B. FIRST READING – Ordinance 2026-01 – An Ordinance Amending the City's Land Development Code to Establish Procedures for Reasonable Accommodation and the Review and Approval of Certified Recovery Residences

Submitted By: Administration

ORDINANCE 2026-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT CODE BY CREATING SECTION _____ ENTITLED "REASONABLE ACCOMMODATION"; PROVIDING FOR INTENT, PURPOSE AND DEFINITIONS; PROVIDING FOR THE ESTABLISHMENT OF PROCEDURES FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR REASONABLE ACCOMMODATION TO CONFORM WITH LEGISLATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By: Administration**
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	FIRST READING – ORDINANCE 2026-01 – An Ordinance Amending the City's Land Development Code to Establish Procedures for Reasonable Accommodation and the Review and Approval of Certified Recovery Residences	
STAFF RECOMMENDATION: **(**MOTION READY)	**Motion to approve Ordinance No. 2026-01 on first reading.**	

SUMMARY *and/or* JUSTIFICATION:

Senate Bill 954, which updates Chapter 397, Florida Statutes, was signed by the governor on June 25, 2025, and went into effect on July 1, 2025, requires municipalities to adopt ordinance establishing procedures for the review and approval of certified recovery residences. The new law also requires municipalities to have a process for requesting reasonable accommodation from any local land use regulation that serves to prohibit such residences.

Background

The City of Westlake, FL currently does not have a provision in its code of ordinances that allows someone who wishes to establish a Community Residence to apply for and receive approval, which the new statute requires.

Requirements of the New Law

The primary requirement of the new law is that a municipality have an ordinance that sets out a procedure for review and approval of a certified recovery residence. The main requirement of this part of the statute is that the ordinance comply with the Fair Housing Amendments Act ("FHA") and the Americans with Disabilities Act ("ADA").

In order to comply with the primary purpose of the new law, the City should amend its code to provide for procedures for the review and approval of certified recovery residences within its jurisdiction.

State law requires the City of Westlake, FL to enact an ordinance establishing an application process for the review and approval of recovery residences within the City.

SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**	
	STAFF REPORT:		**PROCLAMATION:**	
	EXHIBIT(S):		**OTHER:**	
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*				
SELECT, *if applicable*	**RESOLUTION:**		**ORDINANCE:**	X

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.***	**ORDINANCE 2026-01** **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT CODE BY CREATING SECTION _____ ENTITLED "REASONABLE ACCOMMODATION"; PROVIDING FOR INTENT, PURPOSE AND DEFINITIONS; PROVIDING FOR THE ESTABLISHMENT OF PROCEDURES FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR REASONABLE ACCOMMODATION TO CONFORM WITH LEGISLATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.**	
FISCAL IMPACT *(if any):*		$

1st Reading _____
2nd Reading _____

ORDINANCE 2026-01

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, AMENDING THE CITY'S LAND DEVELOPMENT CODE BY CREATING SECTION _____ ENTITLED "REASONABLE ACCOMMODATION"; PROVIDING FOR INTENT, PURPOSE AND DEFINITIONS; PROVIDING FOR THE ESTABLISHMENT OF PROCEDURES FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR REASONABLE ACCOMMODATION TO CONFORM WITH LEGISLATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council finds that regulating recovery-residence within the City of Westlake is necessary to protect the public health, safety, and welfare of residents; and

WHEREAS, after due consideration and public input, the City Council finds that this ordinance serves the public welfare;

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

SECTION 1. Authority. This ordinance is adopted pursuant to the general police powers of the City under Chapter 166, Florida Statutes, and provisions of the City Code of Ordinances.

SECTION 2. Subpart B, entitled "Land Development Regulations" is hereby amended to create a new Section _____ entitled "Reasonable Accommodation" as follows:

Sec. _____. Reasonable Accommodation.
(a) Intent and Purpose, Definitions, Fees.
(1) This Section sets forth the City's provisions for processing requests for a reasonable accommodation to the City's residential housing ordinances, rules, policies, and procedures for persons with disabilities as provided by the Federal Fair Housing Amendments Act (42 U.S.C. 3601, et seq.) ("FHA") and Title II of the Americans with Disabilities Act (42 U.S.C. Section 12131 et seq.) ("ADA").
(2) The City has considered recent studies commissioned by the City of Delray Beach (titled, "Delray Beach, Florida: Principles to Guide Zoning for Community Residences for People with Disabilities," and dated August, 2017), the City of Pompano Beach (titled, "Pompano Beach, Florida: Principles to Guide Zoning for Community Residences for People with Disabilities," and dated February, 2018), and the City of Fort Lauderdale (titled, "Principles to Guide Zoning for Community Residences for People with Disabilities," and dated February, 13, 2018), which studies were prepared by Mr. Daniel Lauber, AICP, and the study by Daniel Lauber, entitled "Reforming State and Local Zoning for Community Residences for People With Disabilities and for Recovery Communities (River Forest, IL: Planning/Communications, July 2024)". These studies identify significant public purposes of furthering beneficial health goals for certain types of disabled residents, in terms of facilitating

community integration and normalization. The studies, in part, conclude that when recovery residences are clustered in an area, or when a recovery residence is located within six hundred and sixty (660) feet from another recovery residence, there are material increased risks that facilitating community integration and normalization will be adversely affected. The regulations in this Section concerning the rebuttable presumptions which arise when recovery residences locate within a six hundred sixty (660) foot separation standard are designed to further such significant public interests.

(3) For purposes of this Section, an "Administrative Appeal" is an available administrative remedy for an applicant to seek review of a City Manager Determination in certain cases. The remedy involves a de novo, quasi-judicial review of the application which is conducted by the Special Magistrate in accordance with Section of this Code.

(4) A "Community Residence" for purposes of this Section is a residential living arrangement of more than three (3) individuals living together in a single dwelling unit, where: (a) not all of such individuals are related to each other by bonds of consanguinity, marriage, legal adoption, or other qualifying circumstances identified in the definition of "Family" in Section of this Code; (b) one (1) or more of such individuals is experiencing a disability; (c) all such individuals are living as a single, functional family; and (d) the disabled resident(s) are in need of the mutual support furnished by other residents of the dwelling unit, as well as any incidental support services, if any, provided there. The residents may be self-governing or supervised by a sponsoring entity or its staff, which provides habilitative or rehabilitative services, related to the residents' disabilities. The Community Residence seeks to emulate a biological family to normalize its residents and integrate them into the surrounding community. Its primary purpose is to provide shelter in a family-like environment, and any treatment is incidental. The supportive inter-relationships between residents are an essential component of a Community Residence. A Community Residence which has received and maintained a reasonable accommodation pursuant to this Section shall be considered a residential "Family" use for the purposes of the City's land development regulations, so as to implement the policy considerations of the FHA and ADA. A Community Residence does not include any other group living arrangement for unrelated individuals who are not experiencing a disability, nor does the definition include residential facilities for prison pre-parolees or sex offenders. Community Residences do not include community residential homes that are defined in Section 419.001(1)(a), Florida Statutes, as amended, and licensed by the Florida Agency for Persons with Disabilities, the Florida Department of Elderly Affairs, the Florida Agency for Health Care Administration, or the Florida Department of Children and Families. Community Residences include functional family living arrangements of four (4) or more unrelated individuals that reside in recovery residences which are certified by the credentialing entity designated under Section 397.487 of the Florida Statutes, as amended, or which are operated in accordance with the Oxford House Manual C.

(5) For purposes of this Section, a "Determination" shall mean a decision on an application for a reasonable accommodation which is made by the City Manager under the provisions of Subsection (f) of this Section, or by the Special Magistrate under the provisions of Section of this Code. The word "Determine" means to make a Determination.

(6) For purposes of this Section, a "disability" is a physical or mental impairment that substantially limits one or more of an individual's major life activities, impairs an individual's ability to live independently, having a record of such impairment, or being regarded as having such an impairment. People experiencing or possessing a "disability" for purposes of this Section do not include individuals who are currently using alcohol or illegal drugs, or who are currently using legal drugs to which they are addicted, or who constitute a direct threat to the health and safety of others. Except as provided in the preceding sentence, an individual experiencing a "disability" is "disabled," and this will include a person that qualifies as disabled or handicapped under the FHA or ADA, or both.

(7) For purposes of this Section, a "Lot" shall be as defined in Section of this Code.

(8) For purposes of this Section, a "pending application" shall mean an application for a reasonable accommodation which has been approved by the Planning Department acceptance and/or a City Manager Determination and for which:

a. The Determination has not been made; or,

b. For City Manager Determinations, the Determination has been made, and:

1. The thirty (30) day time frame for an Administrative Appeal has not run, or

2. If an Administrative Appeal has been sought, either a Final Order of the Special Magistrate has not been rendered but may still be timely made, or if rendered, such Final Order remains subject to judicial review (i.e. by Petition for Writ of Certiorari, and thereafter, further discretionary, appellate review); or,

c. For Special Magistrate Determinations, the Determination has been made and remains subject to judicial review (i.e. by Petition for Writ of Certiorari, and thereafter, further discretionary, appellate review).

(9) For purposes of this Section, a "reasonable accommodation" is a change, exception, or adjustment to an ordinance, rule, policy, or procedure that may be necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including any public or common-use spaces thereof.

(10) There shall be no fee imposed by the City in connection with an application for a reasonable accommodation under this Section or for an Administrative Appeal of a City Manager Determination to the Special Magistrate. The City shall have no obligation to pay an applicant's or intervenor's attorney fees or costs in connection with an application, or an Administrative Appeal, or any other proceeding before the Special Magistrate.

(b) Applications for a Reasonable Accommodation.

(1) A request for reasonable accommodation shall be made by completing a reasonable accommodation request form. The form shall be developed and modified from time to time by the Planning Department consistent with law, and shall be maintained by the Planning Department.

(2) When an applicant has completed the form the form and information shall be filed with the Planning Department, and the Planning Department shall file stamp the form with the date its filing was accepted, and such form and information shall thereafter be considered an application. The reasonable accommodation application shall contain responses to questions, and any additional information as the applicant may determine is necessary for processing and evaluating the reasonable accommodation request. The reasonable accommodation request form shall be accessible on the City's web-site and accessible at the Planning Department.

(3) The applicant may be the property owner, a tenant, a governmental agency, a parent or guardian of the disabled person, a provider of services to the disabled person, or the disabled person; however, in all cases, if the property owner is not the applicant, the property owner shall join in and consent to the application and shall be treated as an "applicant" for the purposes of this Section. In all cases, the applicant and the property owner shall be responsible to comply with the requirements of this Section, and with the conditions or limitations of the Determination.

(4) Should the information provided with a reasonable accommodation request form include medical information or records, including records indicating the medical condition, diagnosis or medical history of a disabled individual, the disabled individual may, at the time such medical information is submitted, request that the City, to the extent allowed by law, treat such medical information as confidential information of the disabled individual. The City shall thereafter endeavor to provide written notice to the disabled individual, and the applicant, of any request received by the City for disclosure of the medical information or documentation which the disabled individual has requested be treated as confidential by the City. The City may cooperate with the disabled individual, to the extent allowed by law, in actions initiated by such individual to oppose the disclosure of such medical information or documentation, but the City shall have no obligation to initiate, prosecute or

pursue any such action, or defend against a request for such records, or to incur any legal or other expenses in connection therewith (whether by retention of outside counsel or allocation of internal resources), and the City may comply with any records request or judicial order without prior notice to the disabled individual.

(5) Submittal requirements. The application shall be made, in writing, and shall include the following information:

a. For all applications:

1. Name and contact information of the applicant;
2. Signature of applicant;
3. Date of application;
4. Owner's consent to the application (it shall be presumed that the owner is as indicated by the most recent ad valorem tax roll information concerning the Lot);
5. Information regarding the Residential Lot or Unit at which a reasonable accommodation is requested, including the address, and ad valorem tax folio number or property identification number;
6. The specific ordinance, rule, policy, or procedure for which the reasonable accommodation is being requested;
7. The specific relief sought by the application and how such relief serves the special needs of the disability at issue;
8. Information concerning whether the relief requested by the applicant is necessary to provide one or more individuals with a disability an equal opportunity to use and enjoy housing;
9. If there is to be an on-site supervisor, staff, or manager serving the premises, provide the name and contact information (phone and email) for each, and whether they will reside on the Lot with the disabled persons(s);
10. Relevant information pertaining to the disability;
11. A description of all installations or modifications which have been made to improvements on the Lot after the date of the Lot's most recent closed building permit, or if there are none, an Affidavit of No Change executed by the property owner (for purposes of this Paragraph, the most recent "closed" building permit is that which was: a. issued for improvements or alterations which have passed all inspections and received a Certificate of Occupancy or a Certificate of Completion or equivalent, and b. either: (i) where only building permits meeting the requirements of a. above were issued prior thereto, or (ii) the building permit meeting the requirements of a. above was the first building permit issued for the Lot in question);
12. A description of all installations and modifications to improvements for the Lot which are proposed to be made before or during the time frame the Determination is to be effective;
13. Any other relevant information pertaining to the Lot, and the information solicited by the reasonable accommodation request form;
14. An irrevocable confirmation by the applicant and the property owner (of the Lot) that the City may inspect the Lot's improvements for compliance with applicable provisions of the Florida Building Code and Florida Fire Prevention Code while the application is pending, and that the City may, after a Determination is issued which grants the accommodation or grants an alternative accommodation, periodically inspect such improvements, after reasonable notice and during reasonable times, for compliance with the terms and conditions of the Determination; and,
15. The extent of services or programs which will be provided to disabled persons at the Lot, and whether the service provider is licensed or certified.

b. For applications pertaining to or relating to a Community Residence, the following additional

submittals or information shall be required:

1. Whether the Community Residence operator or owner is currently certified by the credentialing entity designated under Section 397.487 of the Florida Statutes, as amended (or whether the Community Residence is currently certified by the credentialing entity designated under Section 397.487 of the Florida Statutes, as amended);

2. Whether the Community Residence is operated in accordance with the Oxford House Manual C;

3. If neither 1. nor 2. are applicable, information concerning:

(i) The identity, education, licensure, and training of staff servicing the Community Residence;

(ii) How the applicant will ensure the home will emulate a biological family;

(iii) How the home will be operated to achieve normalization and community integration;

(iv) If any property line of the Lot on which the Community Residence is proposed is within Six Hundred Sixty (660) Feet of the nearest property line of a Lot where an existing Community Residence is located, measured by airline measurement, information the applicant believes is important to consider in rebutting the presumptions which arise under Paragraph (a)(2) of this Section;

(v) How the rules and practices governing the Community Residence's operation will actually protect residents from abuse, exploitation, fraud, theft, insufficient support, use of illegal drugs or alcohol, and misuse of prescription medications;

(vi) A disclosure of all instances within the two (2) year period preceding the application of any evidence of resident abuse, exploitation, fraud, theft, insufficient support, use of illegal drugs or alcohol, and misuse of prescription medications;

(vii) A disclosure of the steps taken to address matters disclosed in (vi) above, how outcomes are measured for such steps, and the outcomes experienced as a result of such steps; and,

(viii) A disclosure of all services related to resident disabilities that are proposed to be provided and where such services will be provided;

4. The maximum number of individuals who will reside in the dwelling unit for the period of time that the Determination is to be effective; and,

5. Information concerning the relationship between the number of residents and the therapeutic benefits to the Community Residence's disabled residents.

c. If the application is missing any of the required information or additional information is required, the City shall notify the applicant in writing within thirty (30) days of the date the application was received. The City shall provide the applicant with thirty (30) days to respond to its request for required or additional information. If the applicant fails to provide the requested information within thirty (30) days, the application for reasonable accommodation shall be deemed abandoned, and the Planning Department shall notify the applicant by First Class Mail that the application has been denied as abandoned. The notice shall include the specific information the City requested that was not provided as the reason for denial-as-abandoned.

(c) Repetitive Applications, Qualified Stay.

(1) An application for a reasonable accommodation for a Lot shall not be accepted by the Planning Department (including an amendment to a prior application), during any time period:

a. In which the Lot has a pending application for a reasonable accommodation; or,

b. Is within a six (6) month period of time from the later of: 1. the date the most recent prior application for a reasonable accommodation for such Lot was accepted by the Planning Department, or 2. the date the Determination was issued for the most recent prior application for a reasonable accommodation for such Lot (taking into consideration the possibility that an application for a reasonable accommodation may be withdrawn, or may be deemed withdrawn or abandoned,

prior to a Determination being made).

(2) The provisions of Subsection (1) above shall not be applied to prevent a new application for a reasonable accommodation for the subject Lot which is:

a. Necessary as a result of new and materially different facts which a reasonable person would conclude were not foreseeable at the time the prior application was filed; and

b. Which relate to a different ordinance, rule, policy, or procedure than was (were) at issue in the prior application.

(3) Qualified automatic stay of enforcement.

a. In the absence of either a known specific condition which creates risks to life safety, or a prior Special Magistrate Final Order or a prior Court Final Judgment, after an application for reasonable accommodation is filed with the Planning Department, and during the time frame it is pending before the City, the City will take no action to enforce the specific municipal provision, regulation, policy, or condition which is the subject of the application.

b. The provisions of paragraph (3)a. above shall not affect the City's ability to enforce any municipal ordinance, rule, policy, or procedure which is not the subject of the application, or prevent the City from enforcing any federal or state or County law.

(d) Planner Advisory Review, other Department Reviews.

(1) The Planning Department shall review the application and prepare a report and recommendation. The Planning Department may request and obtain information from other Departments when processing the application, and may ask other Departments to comment on the application. When the Planning Department and recommendation is prepared, the application, the Planner report and recommendation, and any other comment(s) received by the Planning Department from other Departments which are referenced in the Planning Department report and recommendation will be referred to either the City Manager (for Determinations made pursuant to Section _____ of this Code), or by the Special Magistrate (for Determinations made pursuant to Section _____ of this Code).

(2) When the matter involves a modification or termination of a Determination (and the effective date thereof) which is referred by the City Manager to the Special Magistrate pursuant to Subsection (i)(5) below, the City Manager may direct one or more municipal Department(s) to issue a report and recommendation concerning the circumstances applicable to the matter in light of the criteria identified in Subsection (i)(5) below.

(e) Criteria for Evaluation of an Application for a Reasonable Accommodation.

(1) In evaluating an application for a reasonable accommodation, the Planning Department, and either the City Manager or Special Magistrate, as applicable shall consider:

a. Whether the requested accommodation is requested by or on the behalf of one or more individuals with a disability protected under federal or state law;

b. Whether an accommodation is necessary to provide one or more individuals with a disability an equal opportunity to use and enjoy housing;

c. The extent to which the relief requested would serve the special needs of the disability at issue;

d. The physical attributes and conditions of the subject Lot and structures and improvements thereon, and whether they are compliant with applicable provisions of the Florida Building Code and Florida Fire Prevention Code;

e. Whether the type of accommodation requested or the objective the accommodation seeks will foreseeably impose an undue financial or administrative burden on the City (to determine these burdens, the City may consider: 1. prior experience with the applicant or operator, or property

owner, or some or all of the foregoing, 2. prior experience at the Lot, 3. prior experience at other properties for which similar types of requests have been approved, 4. the City's financial resources, and 5. the City's personnel time and effort expended in the processes and procedures outlined in this Section, in ensuring the conditions and limitations of Determinations are followed, in providing services to the parcel and to other property where like Determinations have been issued, and in enforcing violations of law which relate to the Lot and to other property where like Determinations have been issued);

f. Any evidence that the accommodation would result in a threat to the health or safety of individuals, or damage;

g. The extent to which the accommodation may impair the policy interests served by the ordinance, rule, policy, or procedure affected by the application;

h. The extent to which a more tailored exception, modification, or alternative accommodation to the applicable ordinance, rule, policy, or procedure would affect the purposes served by the requested reasonable accommodation without the same degree of 1. foreseeable, accompanying burdens, or 2. impact to the policy considerations underlying the ordinance, rule, policy, or procedure in question, or 3. both 1. and 2.;

i. The extent to which the application, if granted, may foreseeably result in violations of other law relating to the premises (e.g. parking);

j. Any specific request or directive from any federal or state agency which has been made or received concerning the application; and,

k. Information provided by the applicant on the reasonable accommodation request form and information provided by the Planning Department and any other Department concerning the completed application. Information provided by City Departments may include information concerning a portion of the City to which certain uniform regulations and requirements or various combinations thereof apply under the provisions of the comprehensive zoning ordinance, as such portion of the City surrounding the Lot is demarcated in the professional opinion of the City Planner (the "Surrounding District"). Information provided by City Departments may include, but not be limited to, zoning and land use information, police incident data, fire rescue data, code enforcement data, false burglar or medical alarm data, census data, on-site and off-site physical conditions, photographs and aerials of subject parcel and of the Surrounding District, Surrounding District information and data (i.e. traffic routes that show the boundaries of the Surrounding District, interior street patterns, significant physical features, both natural and man-made [such as a canals and lakes], population data, school locations, park and recreation amenities, and municipal activity and projects), and any other relevant information concerning the application or issues relevant to the Determination of the application for a reasonable accommodation.

(2) When the application for a reasonable accommodation concerns or involves a Community Residence, in addition to the factors set forth in Subsection (1) above, the Planning Department shall evaluate the following additional criteria, and the City Manager and Special Magistrate shall not grant the application or an alternative application unless he or she reasonably concludes that the criteria in a., b., and c. below are met:

a. The Community Residence:

1. Is one whose owner or operator is certified by the credentialing entity designated under Section 397.487 of the Florida Statutes, as amended (or that the Community Residence is certified by the credentialing entity designated under Section 397.487 of the Florida Statutes, as amended), or,

2. Is operated in accordance with the Oxford House Manual C, or

3. Where neither 1. nor 2. is applicable:

(i) Will be operated in a manner effectively similar to the Community Residences

described in 1. or 2.,

(ii) Staff, if any, will be adequately trained,

(iii) Will emulate a biological family,

(iv) Will be operated to achieve normalization and community integration,

(v) Rules and practices governing how the home is operated will protect residents from abuse, exploitation, fraud, theft, insufficient support, use of illegal drugs or alcohol, and misuse of prescription medications; and

b. The proposed Community Residence will not interfere with the normalization and community integration of the residents of any existing Community Residence and that the presence of other nearby Community Residences will not interfere with the normalization and community integration of the residents of the proposed Community Residence (in this regard, if any property line of the Parcel where a proposed Community Residence is to be located is within Six Hundred Sixty (660) Feet of the nearest property line of a Lot where an existing Community Residence is situate, measured by airline measurement, rebuttable presumptions shall arise that the proposed Community Residence's location will interfere with the normalization and community integration of the residents of such existing Community Residence, and that the location of the existing Community Residence will interfere with the normalization and community integration of the residents of the proposed Community Residence (which rebuttable presumptions shall require clear and convincing evidence to overcome); and

c. The primary function and use of the proposed Community Residence is residential, and any services are merely incidental to the residential use of the Lot.

(f) City Manager Determinations.

(1) The City Manager shall have the authority to consider and act on all applications for a reasonable accommodation, except for an application for a Community Residence in which more than six (6) persons will reside. Determinations of applications which can not be authorized by the City Manager under the provisions of this Subsection shall be made by the Special Magistrate under Subsection (g) of this Section.

(2) The City Manager may choose to refer an application for a reasonable accommodation which he or she is authorized to consider and Determine to the Special Magistrate under Subsection (g) of this Section, and when such referral is made, the Determination and judicial review of same shall be governed by Subsection (g) below, and the Administrative Appeal procedure set forth in Subsection (6) below shall not be available.

(3) For those applications considered and Determined by the City Manager, he or she shall issue a written Determination after considering the criteria specified in Subsection (e) above and may:

a. Grant the accommodation request, with or without conditions;

b. Grant a portion of the request and deny a portion of the request (which shall be an alternative reasonable accommodation), with or without conditions; or

c. Deny the request.

Any Determination under (3)(b) or (3)(c) above shall state the grounds therefor.

(4) All City Manager Determinations shall give notice of the applicant's right to an Administrative Appeal to the Special Magistrate under the provisions of Subsection (6) below. The City Manager's Determination shall be sent to the City Clerk who shall note the Determination's rendition date (the date the Clerk enters the Determination in the Public Record). The City Clerk shall then transmit the Determination to the Planning Department. The Determination shall then be sent by the Planning Department to the applicant by certified mail.

(5) The City Manager shall issue a written Determination within sixty (60) days of the date the complete application was received by the Planning Department. The issue date shall be the date the Determination is signed by the City Manager. Any Determination to approve shall specify is the approval is for the entire application or in part, and with or without conditions. If the Determination is to deny the application, the City Manager shall provide the written Determination, which shall

include specific, objective, evidence-based reasons for the denial and shall also identify any deficiencies or actions necessary for the application to be considered. If the final written Determination is not issued within sixty (60) days after receipt of the completed application, and the parties have not agreed to an extension of the time, the application is deemed approved, pursuant to Fla. Stat. § 397.487(15)(b)5.

(6) Administrative Appeal of City Manager Determinations, Judicial Review.

a. In the event an applicant disagrees with a City Manager Determination and desires to seek review thereof, the applicant shall file a Notice of Appeal with the City Clerk within thirty (30) days of the date the Determination is rendered. The Determination shall be rendered the date the City Clerk certifies that the Determination has been entered into the City's record. The Notice of Appeal shall describe in sufficient detail the grounds of the Appeal (i.e. the Determination's error and the relief sought).

b. The City Clerk shall forward to the Special Magistrate the record of the proceedings which shall consist of a copy of the application, a copy of the Planning Department report and recommendation, a copy of any Department comment requested by the Planning Department in its report and recommendation, as well as any information submitted by the applicant or by another Department in response to a request for additional information made by the City Manager prior to the Determination, the Determination, and the Notice of Appeal.

c. The Special Magistrate shall conduct a quasi-judicial hearing on the Administrative Appeal. All testimony shall be sworn and cross-examination shall be permitted. Witnesses who refuse to be cross-examined may have their testimony stricken from the proceedings. Formal Rules of evidence shall not apply, but fundamental rights of due process shall be observed and shall govern the proceedings. The Special Magistrate shall allow the applicant an opportunity to present evidence and argument on the matter and shall also allow the City and any intervenor to present evidence and argument. The Special Magistrate shall rule on all Motions to Intervene at the onset of the quasi-judicial hearing, or at an earlier hearing established for such purpose. The Special Magistrate may consider testimony from members of the public at the hearing. The Special Magistrate shall have the power to impose supplemental rules to govern the proceedings, to issue subpoenas for evidence, to take testimony, under oath, and issue rulings. In the Administrative Appeal, the applicant shall have the burden of persuasion by the preponderance of evidence (except as to rebutting the presumptions created by Section _____ of this Code, which require clear and convincing evidence), and shall have the burden of going forward with the evidence. The City may be represented by any City Department, or by an attorney. The applicant and any intervenor may be represented by an attorney if they desire.

d. The scope of review of the Special Magistrate shall be de novo, and the Special Magistrate may grant the application with or without conditions, grant an alternative accommodation with or without conditions, or deny the accommodation. The Special Magistrate shall consider the factors specified in Section _____ of this Code, the record, and the evidence presented at the hearing in making his or her decision. The decision of the Special Magistrate on an Administrative Appeal shall be evidenced by a Final Order, and the City Clerk shall send a copy of the Final Order to the applicant, and any intervenor as soon as possible after rendition by First Class Mail.

e. The City shall provide notice of the quasi-judicial hearing concerning the Administrative Appeal to the applicant and any intervenors by certified mail, at least fourteen (14) days prior to the quasi-judicial hearing. The City shall also provide notice of the quasi-judicial hearing, by First Class Mail, to all property owners within Three Hundred Feet (300') of the Lot for which the reasonable accommodation is requested, as their names and addresses appear on the most recent County real property ad valorem tax roll, at least fourteen (14) prior to the quasi-judicial hearing. The notice of the quasi-judicial hearing shall be posted outside of City Hall for at least three (3) days prior to the

quasi-judicial hearing. The Special Magistrate shall render a decision on the Administrative Appeal as soon as reasonably practicable, but in any event, no later than sixty (60) days after the Notice of Appeal is filed, unless the applicant and City agree to an extension of such time period. In the event the Special Magistrate fails to meet the required timetable, the Determination shall be deemed quashed, and shall be returned to the City Manager to make another, different Determination within a thirty (30) day time frame.

f. The City, the applicant, or an intervenor may file a Motion for a re-hearing of the matter within ten (10) days of the date the Magistrate Final Order is rendered. The Magistrate shall not be required to conduct a hearing to determine whether or not to grant the Motion. The filing of a Motion for a re-hearing shall not toll or affect the time periods within which the applicant or an intervenor is required to seek judicial review as provided in the next paragraph g. below.

g. In the event the applicant or an intervenor, or both, disagrees with a Special Magistrate Final Order on an Administrative Appeal, he or she may seek judicial review by filing a Petition for Writ of Certiorari in the Circuit Court of the 15th Judicial Circuit in and for Palm Beach County Florida within thirty (30) days of the Final Order's rendition. The Final Order shall be rendered the date the Code Enforcement Clerk certifies that the Final Order has been entered into the City's public record.

(g) Special Magistrate Determinations, and Proceedings to Modify or Terminate Determinations.

(1) Determinations of applications for a reasonable accommodation.

a. The Special Magistrate shall have jurisdiction to consider and Determine all applications for a reasonable accommodation which the City Manager is not authorized to Determine.

b. The Special Magistrate shall have jurisdiction to consider all applications for a reasonable accommodation which are referred to the Special Magistrate by the City Manager pursuant to Subsection (f)(2) above.

c. Within thirty (30) days of the date the Planning Department accepted the application, the Planning Department shall forward to the City Clerk a copy of the application, a copy of the Planning Department report and recommendation, a copy of any Department comment referenced by the Planning Department in its report and recommendation, as well as any information submitted by the applicant.

d. The City Clerk shall open a Case file, assign a Case Number to the Case file, and note the date the Case file was opened. In conjunction with the City Clerk, the City Clerk shall set the matter for a Special Magistrate hearing.

e. The caption of the Case shall be as follows:

SPECIAL MAGISTRATE
CITY OF WESTLAKE , FLORIDA
Case No. _____
In re:
Application for a Reasonable
Accommodation for Property
having a Street Address of:

_____
_____/

f. The City shall provide notice of the quasi-judicial hearing concerning the Special Magistrate Determinations to the applicant, the property owner (who shall be treated as an applicant for purposes of this Section as identified by the most recent ad valorem tax roll), and any known intervenors by certified mail, at least fourteen (14) days prior to the quasi-judicial hearing. The City shall also provide notice of the quasi-judicial hearing, by First Class Mail, to all property owners

within Three Hundred Feet (300') of the Lot for which the reasonable accommodation is requested, as their names and addresses appear on the most recent County real property ad valorem tax roll, at least fourteen (14) days prior to the quasi-judicial hearing. The notice of the quasi-judicial hearing shall be posted outside of City Hall for at least three (3) days prior to the quasi-judicial hearing.

g. The Special Magistrate shall conduct a quasi-judicial hearing on the application. All testimony shall be sworn and cross-examination shall be permitted. Witnesses who refuse to be cross-examined may have their testimony stricken from the proceedings. Formal Rules of evidence shall not apply, but fundamental rights of due process shall be observed and shall govern the proceedings. The Special Magistrate shall allow the applicant an opportunity to present evidence and argument on the matter and shall also allow the City and any intervenor to present evidence and argument. The Special Magistrate shall rule on all Motions to Intervene at the onset of the quasi-judicial hearing, or at an earlier hearing established for such purpose. The Special Magistrate may consider testimony from members of the public at the hearing. The Special Magistrate shall have the power to impose supplemental rules to govern the proceedings, to conduct preliminary hearings, to issue subpoenas for evidence, to take testimony, under oath, and issue rulings. In these proceedings, the applicant shall have the burden of persuasion by the preponderance of evidence (except as to rebutting the presumption created by Section of this Code which requires clear and convincing evidence), and shall have the burden of going forward with the evidence. The City may be represented in the proceedings by any City Department, or by an attorney. The applicant and any intervenors may be represented by an attorney if they desire.

h. The Special Magistrate may grant the application with or without conditions, grant an alternative accommodation with or without conditions, or deny the application. The Special Magistrate shall consider the factors specified in Section of this Code, the Planning report and recommendations (which may include information from other Departments), the record, and the evidence presented at the hearing in making his or her Determination. The Determination of the Special Magistrate shall be evidenced by a Final Order, and the City Clerk shall send a copy of the Final Order to the applicant, and any intervenor as soon as possible after rendition by First Class Mail.

i. The Special Magistrate shall render a decision on the application as soon as reasonably practicable, but in any event, no later than sixty (60) days after the Case is opened by the City Clerk, unless the applicant, City, or an intervenor demonstrates that undue prejudice would result, in which case the Special Magistrate may grant a reasonable extension to the sixty (60) day timeframe, provided such extension does not to exceed an additional thirty (30) days. In the event the Special Magistrate fails to meet the required timetable within which to render a Determination, the application shall be deemed granted.

j. The City, the applicant, or an intervenor may file a Motion for a re-hearing of the matter within ten (10) days of the date the Magistrate Final Order is rendered. The Magistrate shall not be required to conduct a hearing to determine whether or not to grant the Motion. The filing of a Motion for a re-hearing shall not toll or affect the time periods within which the applicant or an intervenor is required to seek judicial review as provided in the next paragraph k.

k. In the event the applicant, or an intervenor, or both, disagrees with a Special Magistrate Determination, he or she may seek judicial review by filing a Petition for Writ of Certiorari in the Circuit Court of the 15th Judicial Circuit in and for Palm Beach County Florida within thirty (30) days of the Final Order's rendition. The Final Order shall be rendered the date the Code Enforcement Clerk certifies that the Final Order has been entered into the City's public record.

(2) Special Magistrate proceedings to modify or terminate a Determination.

a. The Special Magistrate shall have jurisdiction to consider a modification or termination of a Determination (and the effective date thereof), when the City Manager refers such a matter to the City Clerk pursuant to Subsection (i)(5) below.

b. Upon receiving a referral, the City Clerk shall open a Case file, assign a Case Number to the Case file, and note the date the Case file was opened. The City Clerk shall also advise any Department

which has been requested by the City Manager to provide a report and recommendation of the date the case file was opened.

c. The caption of the Case shall be as follows:

SPECIAL MAGISTRATE
CITY OF WESTLAKE
Case No. _____
In re:
Modification or Termination of a
Reasonable Accommodation for Property
having a Street Address of:

_____
_____/

d. Within thirty (30) days of the date the case was opened, any Department which has been so directed by the City Manager shall forward to the City Clerk a copy of its report and recommendation.

e. The City Clerk, the City Clerk shall set the matter for a Special Magistrate hearing.

f. The City shall post a notice of the hearing on the Lot for which the reasonable accommodation at issue was granted (the "subject Lot"), at least ten (10) days prior to the quasi-judicial hearing. The City shall also provide notice of the Special Magistrate quasi-judicial hearing concerning the case to the applicant of the reasonable accommodation at issue (as their name and address appeared on the application), and any known intervenors by certified mail, at least fourteen (14) days prior to the quasi-judicial hearing. The City shall also provide notice of the quasi-judicial hearing, by First Class Mail, to all property owners within Three Hundred Feet (300') of the subject Lot, as their names and addresses appear on the most recent Palm Beach County real property ad valorem tax roll, at least fourteen (14) days prior to the quasi-judicial hearing. The notice of the quasi-judicial hearing shall also be posted outside of City Hall for at least three (3) days prior to the quasi-judicial hearing.

g. The Special Magistrate shall conduct a quasi-judicial hearing on the matter. All testimony shall be sworn and cross-examination shall be permitted. Witnesses who refuse to be cross-examined may have their testimony stricken from the proceedings. Formal Rules of evidence shall not apply, but fundamental rights of due process shall be observed and shall govern the proceedings. The Special Magistrate shall allow the applicant an opportunity to present evidence and argument on the matter and shall also allow the City and any intervenor to present evidence and argument. The Special Magistrate shall rule on all Motions to Intervene at the onset of the quasi-judicial hearing, or at an earlier hearing established for such purpose. The Special Magistrate may consider testimony from members of the public at the hearing. The Special Magistrate shall have the power to impose supplemental rules to govern the proceedings, to conduct preliminary hearings, to issue subpoenas for evidence, to take testimony, under oath, and issue rulings. In these proceedings, the City shall have the burden of persuasion by the preponderance of evidence, and shall have the burden of going forward with the evidence. The City may be represented in the proceedings by any City Department, or by an attorney. The applicant and any intervenors may be represented by an attorney if they desire.

h. The Special Magistrate may modify or terminate the Determination. The Special Magistrate shall consider the report and recommendations of any Department, the record, the evidence presented at the hearing, and the criteria set forth in in Section _____ of this Code. The decision of the Special Magistrate shall be evidenced by a Final Order, and the City Clerk shall send a copy of the Final Order to the applicant, and any intervenor as soon as possible after rendition by First Class Mail.

i. The Special Magistrate shall enter a Final Order on the matter as soon as reasonably practicable, but in any event, no later than sixty (60) days after the Case is opened by the Clerk of the Magistrate, unless the applicant, City, or an intervenor demonstrates that undue prejudice would result, in which case the Special Magistrate may grant a reasonable extension to the sixty (60) day

timeframe, provided such extension does not to exceed an additional thirty (30) days. In the event the Special Magistrate fails to meet the required timetable, the Determination which is the subject of the proceedings shall be deemed to have not been modified or terminated.

j. The City, the applicant, or an intervenor may file a Motion for a re-hearing of the matter within ten (10) days of the date the Magistrate Final Order is rendered. The Magistrate shall not be required to conduct a hearing to determine whether or not to grant the Motion. The filing of a Motion for a re-hearing shall not toll or otherwise affect the time period within which the applicant or an intervenor is required seek judicial review as provided in the next paragraph k.

k. In the event the applicant, or an intervenor, or both, disagrees with a Special Magistrate Final Order, he or she may seek judicial review by filing a Petition for Writ of Certiorari in the Circuit Court of the 15th Judicial Circuit in and for Palm Beach County Florida within thirty (30) days of the Final Order's rendition. The Final Order shall be entered the date it is signed by the Special Magistrate, and it shall be deemed rendered the date the Code Enforcement Clerk certifies that the Final Order has been entered into the City's public record.

(h) Expiration Recertification of Determination.

(1) For purposes of establishing the initial time period within which a Determination shall remain viable before it expires unless it is recertified, the following schedule is established:

a. For applications filed and accepted by the Planning Department on or between July 15 of a calendar year and January 14 of the next succeeding calendar year, any granted Determination (for an accommodation or alternative accommodation) shall expire on the September 30 which next succeeds the January 14 date, unless such Determination is recertified as provided in Subsection (2).

b. For applications filed and accepted by the Planning Department on or between January 15 of a calendar year and July 14 the same calendar year, any granted Determination (for an accommodation or an alternate accommodation) shall expire on September 30 of the next ensuing calendar year, unless such Determination is recertified as provided in Subsection (2).

(2) For a viable Determination to be recertified, a new application for a reasonable accommodation shall need to be accepted by the Planning Department on or between April 30 and July 1 of the calendar year in which the Determination shall expire, and a new Determination issued by September 1 of such calendar year. In the event this occurs, the Determination shall be considered "recertified" and shall be valid until September 30 of the next ensuing calendar year, at which time it shall expire, unless the Determination receives another recertification pursuant to the timetable set forth in this Subsection (2). There shall be no limit on the number of times a Determination can be recertified.

(3) Failure to recertify a Determination shall result in the expiration of the approved reasonable accommodation.

(4) Recertification requests shall follow the same requirements as the initial request for a reasonable accommodation as set forth in this Section.

(i) Violations, Penalties and Modification or Termination.

(1) Any property owner, operator, or other person who may be an applicant under this Section who falsifies or conceals material information in such applicant's application for reasonable accommodation or any recertification has committed a violation of this Code and is subject to the penalties set forth in this Section.

(2) Any property owner, operator, or other person who may be an applicant under this Section who causes, permits, facilitates, aids, or abets any violation of any provision of the granted reasonable accommodation or granted alternative reasonable accommodation has committed a violation of this Code and is subject to the penalties set forth in this Section.

(3) Any property owner, operator, or other person who may be an applicant under this Section who fails to perform any obligation, act or duty as contemplated in this Section or as set forth in the granted reasonable accommodation or granted alternative reasonable accommodation has committed a violation of this Code and is subject to the penalties set forth in this Section.

(4) The penalties and prosecution methods for a violation of the Code as specified in this Section may be by any of the following:

a. The City may prosecute violations under Chapter _____, and subject the violator to the penalties prescribed thereunder.

b. The City may prosecute a violation of this Section under _____:

1. For the first Civil Citation, the civil penalty shall be One Hundred Dollars ($100). If the violator chooses to contest the Civil Citation, the maximum penalty shall be One Hundred Fifty Dollars ($150) per Civil Citation.

2. For a repeat violation, the civil penalty shall be Two Hundred Dollars ($200). If the violator chooses to contest the Civil Citation, the maximum penalty shall be Two Hundred Fifty Dollars ($250) per Civil Citation.

c. The City may prosecute a violation of this Code under Section _____, and if desired, Section 1-14 of this Code.

(5) False or failure to disclose material information.

a. If at any time during the period for which the Determination is effective it is determined by the City Manager that: 1. a material statement contained in the application, or material information provided by the applicant, was false when provided, or 2. the applicant omitted material information, or failed to disclose material information, the omission of which would cause a reasonable person to conclude that the application was misleading, or 3. that applicant has on more than two (2) occasions failed to perform any obligation, act or duty as contemplated in this Section or as set forth in a granted Determination, or 4. some or all of 1.—3., the Determination shall be subject to modification or termination. The City Manager may refer all such matters to the City Clerk for scheduling of a hearing pursuant to procedures of Subsection (g)(2).

b. If such a referral is made, the City Manager may determine whether any Department should be directed to furnish a report and recommendation to the Special Magistrate as provided by Subsection (d)(2) above, and if such a direction is made, he or she shall advise the City Clerk.

c. In the event the Determination is modified by the Special Magistrate, the modified Determination shall be considered the "viable Determination" for purposes of recertification under Subsection (h)(2) of this Section, regardless of any intervening applications for recertification and any approvals thereof.

d. In the event the Determination is terminated by the Special Magistrate, a new application for the same Determination shall not be accepted by the City for a period of one (1) year, and the termination shall terminate all intervening applications for re-certification of such Determination and any approvals thereof.

(6) In addition to the remedies specified in this Section to address violations, the City may exercise and seek any and all remedies provided by law.

(j) Other General and Implementing Provisions.

(1) The City shall display a notice on the City's website (and shall maintain copies of the notice available for review in the Planning Department, and the City Clerk's Office), advising the public that disabled individuals (and qualifying persons or entities) may request reasonable accommodation as provided herein. The City will also display a notice on its website.

(2) The City shall provide such clerical assistance and clerical accommodation as may be required pursuant to FHA and ADA in connection with a disabled person's request for reasonable accommodation, so as to ensure the reasonable accommodation process is accessible to persons experiencing disabilities.

(3) All Determinations granting a reasonable accommodation or alternative accommodation prior to (the effective date of this Ordinance) shall expire on September 30, 2021.

(4) All owners of residential real property shall have 90 calendar days subsequent to (the effective date of this Ordinance) to apply for a reasonable accommodation where:

a. The use of such property on (the effective date of this Ordinance) is in violation of the City

Code provisions for "Family" use (the definition of which in Section 27-1 of this Code limits to not more than three (3) individuals who are not interrelated from occupying the whole or part of: 1. a single-family home, or 2. a single-family dwelling, or 3. a dwelling unit in a building containing multi-family dwelling units), and,

b. Such use would not be in such violation if a reasonable accommodation was granted pursuant to this Section.

In the event an application is not timely filed as required by this Subsection (4), or thereafter a Determination granting an accommodation or an alternate accommodation is not issued in accordance with the provisions of this Section, the violation shall be subject to the provisions of Section _____ above.

SECTION 3. Codification. It is the intention of the City Council of the City of Westlake that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Westlake, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article" or such other word or phrase in order to accomplish such intention.

SECTION 4. Conflicts. All ordinances or parts of ordinances, resolutions or parts of resolutions which are in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. Severability. Should the provisions of this ordinance be declared to be severable and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this ordinance but they shall remain in effect, it being the legislative intent that this ordinance shall remain notwithstanding the invalidity of any part.

SECTION 6. Effective Date. This ordinance shall be effective upon adoption on second reading.

PASSED this___ day of _____, 2026, on first reading.
PUBLISHED on this ___ day of___, 2026 in the Sun Sentinel
PASSED AND ADOPTED this ___ day of_____, 2026, on second reading.

_____
City of Westlake
JohnPaul O'Connor, Mayor

_____
Odet Izquierdo, Acting City Clerk

APPROVED AS TO LEGAL FORM

_____
OFFICE OF THE CITY ATTORNEY

File Attachments for Item:

A. Presentation of Top Three Candidates for the Happy Program

Submitted By: Administration

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By: Administration**			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	Presentation of Top Three Candidates for the Happy Program				
STAFF RECOMMENDATION: (MOTION READY)					
SUMMARY *and/or* JUSTIFICATION:	In keeping with City Council's request, Administration conducted interviews and evaluations for the Happy Program position and has identified the top three candidates based on established criteria, including qualifications, experience, and overall suitability for the program. This item is presented for Council's review and direction regarding the recommended candidates and the next steps in the selection process.				
SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**		
	STAFF REPORT:		**PROCLAMATION:**		
	EXHIBIT(S):		**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*					
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):*			$		

Hanif David Christie, B.S.

16213 Melogold Drive • Westlake, FL 33470 • (407) 233-9211 • HChristie23@gmail.com

OBJECTIVE:

Eager professional with experience in municipal governance and community development, seeking to apply skills learned while working for the City of Westlake to enhance public service. A City of Westlake resident looking for the opportunity to represent the best interest of my neighbors and the company.

CERTIFICATIONS:

- **Six Sigma Lean:** Yellow Belt
- **Florida Teachers Certification Education:** Professional Education
- **Florida Teachers Certification Education:** Social Science Education (Grade 6-12)
- **CPhT:** Certified Pharmacy Technician (2005-2010)

EDUCATION

University of Central Florida, Orlando, FL
Bachelor of Science, Social Science Education, May 2014

University of Central Florida, Orlando, FL
Minor, Public Administration, May 2014

Honors: Bright Future Scholarship
J.D. & Alice Butler Memorial Scholarship
President & Dean's List honor recipient

CAREER DEVELOPMENT

City of Westlake (managed by Inframark)
Operations Coordinator
Westlake, FL – July 2022 to present.

- Environmental and Solid Waste department manager
  - Manage contracted services with Waste Management
  - Negotiate and amend City of Westlake, WM contract
  - Monitor weekly solid waste disposal for the City of Westlake
  - Create and dispatch solid waste and recycling bin order throughout the city
  - Advise commercial and residential units on solid waste concerns
- Housing Assistance Purchase Program Yearly (HAPPY) Program Manager
  - Manage application approval and denials into the HAPPY Program
  - Secure funding for applicant to help with down payment or closing costs assistance
  - Communicate and organize with lenders and title company during home closing process
- Performance Bonds Overseer for private and public works
  - Organize historical documents of all community bonds for the City of Westlake
  - Update and contact City engineers to solidify progressive change to performance bonds
- City Representative
  - Attends public work meetings as a liaison on behalf of the City of Westlake to stay informed and involved on aspects regarding county/statewide emergency situations
  - Collects and submits necessary documents for the City of Westlake pertaining to county and federal agency requests
  - Acts as direct point of contact for matters our community needs assistance with for solid waste concerns, HAPPY program details/updates and HOA disputes

Apex Construction Inc.

Account Manager

Oceanside, CA – April 2018 to June 2019

- Oversee dispatching and creation of new work orders
- Process invoices to client for payment
- Write and present proposals for commercial maintenance projects
- Meet client requirement for dispatching within 2 hours of request
- Build customer relationships to increase growth and retain all business
- Manage technicians throughout the 48 contiguous United States
- Vendor acquisition and retention
- Strive and set monthly department goals
- Exceed customer service expectations of client through communication and timely service requests
- Proven increased growth reflected in year over year reporting
- Complete and increase cost analysis for profit
- Create efficiency strategies to build long-term success
- Acquire new business through client proposal submissions
- 75/25 percent split in office versus remote work atmosphere

Nationwide Construction & Repair Company, Inc.

Senior Account Manager: The Home Depot

Vista, CA – February 2016 to April 2018

- Drive high-level strategy development for major facilities maintenance
- Focus on boosting market share and establishing a culture of continual process improvement
- Oversee day-to-day operations, training, and performance for team of 8 in customer service and field operations throughout 15 states
- Hold indirect responsibility for 50 employed technicians
- Orchestrate multistate roll-out projects for Fortune 500 retail client geared toward renovations and repairs
- Progressively boost multi-million dollar billing over quarterly basis
- Process invoicing over 10 million dollars annually
- Spearhead recruiting, screening and hiring for NCRC office staff
- Conduct yearly employee reviews, team assessments and establish necessary disciplinary actions
- Conduct cost analysis for profit
- Writing contract proposals to complete repairs and projects for renovations
- Coordinate job orders for client's service requests nationwide
- Provide emergency services for client to help aid recovery for neighborhoods affected during Hurricane's Harvey in Houston, Irma in the US Virgin Islands and Maria in Puerto Rico.
- Meet client requirements for servicing within 4 hours and up to 48 hours from time of request
- Service client at work order requests at volume of over 1300 calls a month
- Responsible for up to 70% of NCRC's total revenue
- 80/20 percent split in office versus remote work atmosphere

SKILLS/PROFICIENCIES

- **Typing speed 70 WPM**
- **Windows / Macintosh Software**
- **Microsoft Office Suite**
- **Adobe Photoshop Graphic Editing**
- **Final Cut Pro Video Editing**
- **SAMPro software for DataBasics**
- **Preservation Property Wizard**

PROFESSIONAL REFERENCES

Kenneth Cassel, ***City Manager***
City of Westlake – (561) 530-5880

Clay Orey, ***Director of Maintenance***
Apex Construction Inc. – (760) 622-2187

Jan Kettle, ***Chief Financial Officer***
Nationwide Construction & Repair Company, Inc. – (760) 535-5000

YLA FLORES

Realtor® | Government Operations Consultant II and Leasing Specialist

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561.714.7811 | ylaflores@gmail.com

Professional Summary

Dedicated and experienced housing and leasing professional with over 20 years of combined sales, including real estate, commercial and government property management. Proven success managing regional lease programs, overseeing compliance, and collaborating with municipal partners to ensure efficient operations. Skilled in policy interpretation, performance management, and building relationships across agencies and communities with marketing and social media engagement. Recognized for strong leadership, analytical thinking, and an unwavering commitment to housing accessibility and public service.

Core Competencies

Affordable Housing Programs • Program Compliance and Policy Implementation • Marketing, Social Media and Community Engagement • Data Tracking and Performance Management • Grant and Budget Oversight • Public Relations and Outreach Strategy

Professional Experience

Government Operations Consultant II| Real Property Lease Management Coordinator
Florida Department of Corrections, Region IV

2024 – Present

- Oversee the regional real property lease management program, ensuring compliance with state leasing policies and federal standards.
- Conduct quarterly site inspections of leased facilities and coordinate corrective actions with lessors.
- Draft official correspondence, negotiate lease terms, and support Central Office in space planning and utilization strategy.
- Advise Regional Directors on facility needs, build-out projects, and contract renewals.
- Maintain accurate records and reports in alignment with records retention and audit requirements.

Realtor Associate | Coldwell Banker and Premier Brokers International, Inc.

2021 – Present

- Facilitate residential and commercial property transactions, providing expert guidance on pricing, contracts, and compliance.
- Develop and execute property marketing strategies including MLS listings, open houses, and community outreach.
- Advise first-time home buyers and clients on financing, government programs, and property eligibility requirements.

- Collaborate with lenders, inspectors, title companies and legal professionals to ensure contract compliance and successful closings.
- Recognized for achieving top sales awards and exceptional client service in 2022 and 2023.

Indirect Account Executive | Sprint Corporation, South Florida Region

2003 – 2020

- Managed territory operations across multiple partner accounts, ensuring sales growth and operational compliance.
- Trained partner teams on product line, services and how to effectively market to meet the targets and monthly and yearly goals.
- Prepared performance reports and presented strategic recommendations to regional management.
- Strengthened communication between departments to enhance productivity and meet key performance indicators.
- Consistently achieved quota, revenue targets and accurately and punctually prepared forecasts and weekly activity reports.

Education

South University – A.S., Business Administration

Climer School of Real Estate – Licensed Florida Realtor

Certifications and Skills

Licensed Realtor®, State of Florida • Bi-lingual – Spanish • Management • Problem solving • Communication • Leadership • Negotiation • Responsive

Awards & Recognition

- Top Sales Award, Premier Brokers International – 2022 and 2023
- Recognized for Excellence in Customer Service and Client Relations
- Multi-Million Dollar Club Member
- Ambassador for FightCRC – Advocating for Public Health Awareness

Community Involvement

Active contributor to Palm Beach County housing initiatives focused on affordable housing access and workforce development. Partnering with community organizations, housing agencies, and local governments to promote fair housing and equitable opportunities.

Taylor Garcia

Westlake,FL
561-376-5547
taylorgarcia0818@gmail.com

PROFESSIONAL SUMMARY

Results-driven professional with a degree in Urban and Regional Planning and over 8 years of experience in marketing, project management, and community program coordination. Skilled in developing outreach strategies, managing budgets, writing grants, and fostering partnerships that support sustainable community growth. Passionate about enhancing quality of life through effective planning, resident engagement, and program administration.

EXPERIENCE

Empire Consultants, West Palm Beach, FL
Marketing Director/ Project Manager
2020-PRESENT

- Lead marketing, outreach, and community engagement strategies to enhance visibility and participation in public-facing programs.
- Oversee all stages of project development, including Statements of Work (SOWs), contracts, and financial reviews to ensure projects meet goals and budget requirements.
- Manage cross-functional teams to deliver creative campaigns and community initiatives on schedule.
- Manage client accounts, maintaining strong relationships and serving as the primary point of contact for communication, updates, and strategy alignment.
- Proactively address and resolve client concerns or conflicts, ensuring positive long-term partnerships and successful project outcomes.
- Review and research grant proposals funding opportunities to support educational and nonprofit partnerships.
- Develop and implement communication strategies that align with city, client, and stakeholder goals.

Empire Consultants, West Palm Beach, FL
Urban Planning Consultant *(contracted)*
2020-PRESENT

- Provide expert consultation on community planning, zoning, and sustainable development initiatives.
- Collaborate with city officials, developers, and community

SKILLS

Program & Project Management
-Strategic Planning & Organization
-Leadership & Team Collaboration
-Contract & SOW Development
-Budget Oversight & Financial Review

Marketing & Communication
-Community Outreach & Public Engagement
-Social Media & Digital Marketing (Canva, Photoshop)
-Content Creation & Copywriting
-Event Planning & Coordination
-Client Relationship Management & Conflict Resolution

Research & Grant Development
-Grant Writing & Funding Research
-Policy & Community Research
-Data Analysis (ArcGIS, AutoCAD)

Technology & Tools
HoneyBook | Airtable | Google Workspace | Microsoft 365 | MSP Tools|Apple Certified | ConnectWise| ClickUp|Familiar with State Scholarship Systems

stakeholders to design actionable, inclusive urban strategies.
- Conduct data-driven research and policy analysis to inform recommendations for growth, infrastructure, and housing initiatives.
- Support community projects aimed at improving livability and access to resources within the region.

Sunny Side Academy, West Palm Beach, FL
Communications Manager (Part-Time)
JULY 2023 - PRESENT

- Create community communications, including inquiries, admissions intake, and parent engagement.
- Oversee social media and marketing campaigns to increase visibility and attract new families.
- Design and implement organized processes for admissions, communication flow, and operational efficiency.
- Create and maintain digital and print materials to support enrollment and community outreach.
- Collaborate with leadership to ensure consistent branding, messaging, and service quality across all touchpoints.

Sacred Heart School, Lake Worth, FL
Admissions Director/ Social Media Coordinator
AUGUST 2018 - MARCH 2022

- Directed school admissions processes, increasing enrollment through targeted outreach and family relationship-building. Designed and executed **marketing campaigns** highlighting school programs and community impact, resulting in a measurable rise in engagement.
- Oversaw communications, events, and social media platforms to strengthen visibility and trust with prospective families.
- Assisted in **grant research and coordination** for educational program funding and community partnerships.

Private Family, Delray Beach, FL
Family Assistant
AUGUST 2016 - AUGUST 2018

- Supported nonprofit marketing efforts through community outreach, donor coordination, and relationship development.
- Assisted in daily operations, scheduling, and coordination for household and child activities.

Chris's Taverna, Boynton Beach, FL
Server
APRIL 2014 - AUGUST 2016

- Delivered high-quality customer service while managing multiple tasks in a fast-paced environment.
- Consistently exceeded sales and performance goals through excellent communication and teamwork.

Chick-fil-A, Lake Worth, FL
Cashier/Marketing Assistant
AUGUST 2012 - APRIL 2014

- Delivered quality customer service in both indoor and drive-thru environments.
- Assisted the Marketing Director with community outreach, vendor coordination, event planning, and local partnerships.
- Scheduled and supported marketing events that strengthened brand awareness and community relationships.

EDUCATION

Florida Atlantic University, Boca Raton, FL
Bachelor's Degree in Urban Regional Planning
2018 – 2020

Palm Beach State College, Lake Worth, FL
Associate of Arts Degree
2015-2017

Cardinal Newman High School, West Palm Beach, FL
High School Diploma
2010-2014

Licenses and Certifications

Degree of Project Manager
ConnectWise
2023

Degree of Marketing Manager
ConnectWise
2023

Fundamentals of Digital Marketing
Google
2023

Social Media Mastery
Canva
2023

References Available Upon Request

File Attachments for Item:

B. City Manager Recruitment Process – Selection of Semi Finalists

Submitted By: Administration

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By:** Administration
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	City Manager Recruitment Process – Selection of Semi Finalists	
STAFF RECOMMENDATION: **(**MOTION READY)		

SUMMARY *and/or* JUSTIFICATION:

The Senior Advisors reviewed 19 applications based on the required knowledge and competencies for the City Manager position. The recommendations are categorized as follows:

- **Qualified, Meets All Requirements**:
  Leondrae D. Camel, Mark A. Kutney, Horace McHugh, Howard Brown, Peggy Castano, Larry Tibbs, Michael Jackson

- **Qualified, Does Not Meet All Requirements**:
  Emmanuel O. Adediram, Robert Curnow (Withdrew 12/22/2025), Ramsay Bulkeley

- **Not Recommended**:
  Deidra J. Boykin, Brandon Carter, Michael K. Gendill, Jason Goldstein, George Calvin Dickens, Armani Nelson, Frederick Stang, Chandler Williamson, Charles Morris

Next Steps for City Council:

1. **Select Semi-Finalists:**
   - Review the recommendations and select up to 7 candidates from the "Qualified, Meets All Requirements" and "Qualified, Does Not Meet All Requirements" groups.
   - ***Conduct background checks on semi-finalists*** before proceeding to the interview phase.
2. **Interview Field Selection:**
   - Select approximately 5 candidates for interviews, with 2 alternates.
   - Ensure all candidates are willing to accept the position at the starting salary within the published range.
3. **Set Interview Dates:**
   - Schedule interviews, accounting for the number of candidates selected.
   - Coordinate travel and accommodation for interviewees and notify those not selected.
4. **Interview Process Recommendations:**
   - **Duration:** Two or three-day process.
   - **City Tours:** Group tours with top staff for candidates to learn about Westlake.
   - **Reception (Optional):** A reception for candidates, Council, staff, and the public before public interviews.
   - **Interviews:** One-on-one interviews with Council, followed by public interviews where all candidates are asked the same questions.
   - **Final Decision:** Council votes on the preferred candidate and designates a 1st and 2nd choice. The Mayor and City Attorney will negotiate the employment agreement, pending Council approval.
   - **Travel & Lodging:** Council should cover travel and lodging costs for candidates and their spouses.

Action Required:

- City Council to review the recommended candidate groups, select semi-finalists, and identify dates to conduct interview (January 22, 23, February 5, 6, 12 or 13)

SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**	
	STAFF REPORT:		**PROCLAMATION:**	
	EXHIBIT(S):		**OTHER:**	
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*				
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):*			$	

TO Westlake Mayor and Council

FROM Russ Blackburn, Jim Hanson and Ken Parker, Senior Advisers

DATE December 9, 2025

SUBJECT City Manager Candidate Recommendations and Interview Process

The purpose of this memo is to provide The FCCMA Senior Advisors assessment of qualified candidates to be considered as your next City Manager and to recommend timing and steps for the interview process.

We reviewed the 19 applications sent to us based on the most important knowledge and competencies from the Position. Our recommendations are contained in three groups; Qualified meets all requirements, Qualified, but does not meet all requirements and Not recommended.

Qualified, meets all requirements.

- Leondrae D. Camel
- Mark A. Kutney
- Horace McHugh
- Howard Brown
- Peggy Castano
- Larry Tibbs
- Michael Jackson

Qualified but do not meet all requirements.

- Emmanual O. Adediram
- Robert Curnow
- Ramsay Bulkeley

Not Recommended

- Deidra J. Boykin
- Brandon Carter
- Michael K. Gendill
- Jason Goldsein
- George Calvin Dickens
- Armani Nelson
- Frederick Stang
- Chandler Williamson
- Charles Morris

Our recommendations are based solely on the applications we received. We have not conducted background checks on these individuals.

The City Commission needs to move quickly but with due diligence. The City Council should take the following actions at your next meeting.

Choose a semi-finalist candidate field. We recommend that each Councilmember review our recommendations and select up to 7 candidates to be considered in the semi=finalist field. We recommend that your selection of semi-finalists come from the two groups of qualified candidates. The City Council should then reach a consensus or vote for the City Council's Semi-finalist, 7 to 10 candidate field. Background checks should be conducted for the semi-finalists. After the background checks are received, the City Council should meet to select the interview field.

Interview field. The interview field should be composed of approximately five candidates. Our experience is that some candidates may drop out, so we recommend that Council include two alternates who can be inserted into the interview field if needed. Staff should also verify with each candidate that they are willing to accept the job, if offered, at a starting salary rate that is within the published range.

Choose dates for the interview process.

The schedule for the interview process will be impacted by the number of candidates you want to consider.

Instruct staff to coordinate with interviewees on interview dates and travel and assist with accommodation if needed. Also, they should notify applicants not selected for interviews by email or letter.

Decide upon an interview process. We recommend:

- A two- or three-day process,
- Have group tours of Westlake with your top staff so that they can learn more about your city prior to the interviews,
- Consider holding a reception for candidates, elected officials, top staff and the public on the evening prior to the public interviews, (optional)
- Mayor and Council conduct one-on-one interviews with the finalists,
- City Council conducts a public interview with each candidate. Candidates should be asked the same questions.
- Finish with a Council vote on who you want to be your next City Manager and authorize someone (usually your Mayor and City Attorney) to negotiate an employment agreement subject to final Council approval. Choosing a 1st and 2nd choice is a good idea because negotiations with top candidates are not always successful and waiting for authorization to negotiate with a 2nd candidate delays the process and
- agree to pay travel and lodging costs for candidates and their spouses. Why spouses? Few people would accept a job in a new city unless their spouse visited and agreed to move there.

The Senior Advisors can provide a draft list of possible interview questions; City Council should ask the City Attorney to review the interview questions and provide the interview questions to the City Council on the day of the interview.

Emmanuel O. Adediran

5608 Baffin Road, Atlanta, GA 30349

Phone: 804 466-9585

Email: aded2@comcast.net

October 19, 2025

Dear Sir/Madam,

I am pleased to provide this letter of interest to you for the vacant position of City Manager/Chief Administrative Officer for the City of Westlake, FL.

I most recently served as the City Manager/Public Works/Water & Sewer Director for the City of College Park, GA. During my tenure, we made significant accomplishments in strategic planning, enhanced operational effectiveness, communications, excellence in delivering high quality services citywide, and financial goals were also achieved.

As a prior Deputy Chief Administrative Officer (Assistant City Manager) and a highly experience government leader, I will offer the City of Westlake, more than 8 years of experience as a federal government manager and more than 30 years of excellence as a local government leader.

My leadership style is collaborative, creative, innovative, visionary, transparent and transformative. If given the opportunity, I believe I have an exceptional blend of skills that will promote the City of Westlake, that is forward thinking with a collective vision and strategic plan.

My transparent, visionary, collaborative, coaching and

mentoring style has always evolved as an influencer to people who want to see progress and improvement in a positive environment. As a transparent, collaborative, innovative, visionary, transformative, and financially astute leader, I will work side by side with the team as we seek winning outcomes in the delivery of services to the City of Westlake.

My visionary and transparent approach in the fulfillment of my duties will be accomplished through meetings with the Governing Body, and consistent communication with knowledgeable staffs.

Throughout my career, I have been in many areas of government, and I understand its community intricacies, regional impact, and governance. As your City Manager/ Administrator, I would offer the same understanding to our staff in building a system that we can all be proud of.

Some of my experience that I believe equips me includes:

City Manager of the City of College Park, GA.
Director of Public Works, Water & sewer City of College Park, GA.
Interim Director/Assistant Director of Public Works for the City of North Miami Beach, Florida
United States Small Business Administration in Miami and other parts of Florida
Interim Director of Public Works/Utilities for the City of Petersburg, VA.
Interim DCAO (Assistant City Manager) and Director of Public Works – City of Richmond, VA

My fiscal leadership:

I managed a budget of more than $1B, and a Capital Improvement Plan budget of more $500M.
As a Public Works/Water and Sewer Director, I rehabilitated a $10.5M lift station.

As the Assistant Director of Operations of Solid Waste Department in the City of Miami, FL. I was able to save more than $4.5M through solid waste transfer negotiations and route scheduling.
While DCAO(Assistant City Manager) for the City of Richmond and Director of Public Works, I managed the construction of more than $250M Judicial Center, and improvements to Economic Developments, Streets Caping, Regional Projects and improvements to the aesthetics of our ingress and egress to and from the city.

Other accomplishments of our team included:

Developed, managed, and completed UCI Bike Tour to the Metropolitan Area.
Completed Capital Gateway Improvement Project at I-95 and I-64
Designed and built Fire Station # 17
Designed and built 4 new Richmond Public Schools
Designed and built 5 new Public Works operations and engineering buildings.
Designed and built K-9 Training Center
Removed blighted city property to create prime location as investment property.

I understand I will be responsible for making a high-level decisions that impacts the city's strategic plans, budget allocations, staffing models, and project outcomes. I will also be responsible for setting operational performance priorities, policies and standards with the approval of the Governing Body.

I am FEMA certified by Homeland Security National Incident Management System, serving as a top tier emergency responder for various emergency events such as natural disasters, and other emergencies.

My work ethic is impeccable and my standards for excellence in internal and external service delivery and to stakeholders have rendered highly favorable results throughout my career.

It has been my life long career to serve humanity. My value proposition is leadership presence that can be seen and felt in the embodiment of the work of the city through effective, efficient, and quality service delivery.
Through this proposition, the citizens, and its elected officials, staff, businesses, and visitors will trust and have confidence that their best interest is evident in the delivery of every product and service.

Upon your review, I hope that you will afford me the opportunity to learn more about your needs and share my abilities to meet those needs. Should you require any additional information, please do not hesitate to contact me at (804) 466-9585.

Sincerely,

Emmanuel O. Adediran

City Manager Applicant Candidates

		Qualified/Meets all requirements	Qualified but does not meet all requirements
1	Adediran, Emmanuel		x
2	Brown, Howard	x	
3	Bulkeley, Ramsay		x
4	Camel, Leondrae	x	
5	Castano, Peggy	x	
6	Curnow, Robert		x
7	Jackson, Michael	x	
8	Kutney, Mark	x	
9	McHugh, Horace	x	
10	Tibbs, Larry	x	

Emmanuel 0. Adediran, FMP, CPM, M.S., D. Min.

5608 BAFFIN ROAD, COLLEGE PARK, GA. 30349 (804) 466-9585
Aded2@comcast.net

HIGHLIGHTS OF EXPERTISE

Executive Leadership - Project Management- Budget Management- Teambuilding Organizational Effectiveness - Strategic Planning and Critical Thinking-Servant Leader

Infrastructure Development - Public Works Operations - Fleet Management Capital Improvements -Zoning and Permits - General Services - Urban Forestry

Stormwater/Emergency Management -

PROFESSIONAL EXPERIENCE CITY MANAGER, CITY OF COLLEGE PARK
College Park, GA JANUARY 2024 - MAY 2025

Planned, directed, managed, and provided oversight of the administration of municipal day-to-day operations. Coordinated assigned activities with City departments heads, community representatives, and outside agencies. Administered policies established by the Mayor and City Council and the city charter for efficient operation of the municipality.

Conferenced with department heads concerning operating problems, plans, and policy questions. Assisted department heads in the management, development, and implementation of department goals, objectives, policies, and priorities for City Departments. Provided leadership and direction for effective City service. Served as facilitator/communicator between departments to coordinate efficient provision of municipal services.

- Developed proposals for the Mayor and City Council on citywide policies and coordinate the application of these policies in city procedures according to the City charter. Provided leadership and direction in the development of short and long term plans. Represented the City Council in public meetings and before the State Legislature and other elected bodies and boards when requested.
- Staffed the budget framework process and presented recommendations to the Mayor and Council. Maintained sound fiscal position for the City through preparation of annual budget, financial reporting, treasury and cash management, debt administration, accounting, utility billing, special assessments administration, risk management, pensions, business, and occupational licensing, permits, and record management. Provided policy guidance for the development and review of budget requests and program proposals through coordination with City Department Heads.
- Represented the City, on various committees involving other public entities or private organizations. Provided professional advice to the Mayor, City Council, and to Department Heads. Made presentations to councils, boards, commissions, civic groups, and the public.

Significant Accomplishments

- Reopened the Ward 3 police precinct, resulting in crime reductions in the surrounding area.
- Implemented the use of NFT tags through the city. College Park is the first city in the nation to utilize NFT tags.
- Managed the installation of smart cameras throughout the city, focused on increasing public safety and security, enhancing the quality of life for citizens and improving our local economy.

DIRECTOR OF PUBLIC WORKS, WATER & SEWER, CITY OF COLLEGE PARK COLLEGE PARK, GA JUNE 2023 - JANUARY 2024

- Directed the operations and management of the Public Works, Water & Sewer Department for the City of College Park, GA.
- Provided leadership and work strategies for public services including Civil Infrastructure, Streets/Roads Management, Roadway/Right-of-Way Management, Grounds & Buildings Management, Urban Forestry, Facilities Management, Traffic Engineering, Fleet Maintenance, Storm Water Management and Solid Waste Management. Additional responsibilities included streets drainage, recycling, environmental services.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately$ 23 million and 72+ FTE's.
- Addressed and resolved citizen and business community concerns and complaints with standards of excellence in customer relations and high-quality service.
- Managed the procurement, design, construction and maintenance of City's infrastructure, solid waste collection and disposal, recycling, landfill and transfer stations, and fleet operations.
- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.
- Prepared and presented written and oral reports to City Administration, Council, citizen groups, public, and media inquiries.

ASISTANT DIRECTOR OF PUBLIC WORKS, CITY OF NORTH MIAMI BEACH NORTH MIAMI BEACH, FL MARCH 2021 - MARCH 2023

- Assisted the Director of the Department in executing the directives and goals through subordinate professional and clerical staff for Fleet, Facilities, Neighborhood Beautification and Solid Waste.
- Worked collaboratively with division heads and managers of other City departments to promote public safety and enhancements related to Public Works.
- Used independent judgment, initiative, and knowledge in technical and managerial decision-making for complex and often considerable unique circumstances.

SIGNIFICANT ACCOMPLISHMENTS

- Implemented Facility Dude Computerized Maintenance Mechanic Systems.

- NE 183 St Bike Path (3.0 miles) construction and Finalization/Commission Ribbon Cutting- Federal/State/Local funding.
- NE 15 Ave Bridge- Design and build review.
- Driveway Approach designed and completed.

INTERIM DIRECTOR OF PUBLIC WORKS, CITY OF NORTH MIAMI BEACH
NORTH MIAMI BEACH, FL APRIL 2022- JULY 2022

- Directed the operations and management of the Public Works Department for the City of North Miami Beach, FL.
- Provided leadership and work strategies for public services including Civil Infrastructure, Streets/Roads Management, Roadway/Right-of-Way Management, Grounds Management, Urban Forestry, Facilities Management, Traffic Engineering, Fleet Maintenance, Storm Water Management and Solid Waste Management. Additional responsibilities include streets and drainage, recycling, environmental services.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately $70 million and 100+ FTE's.
- Managed the procurement, design, construction and maintenance of the City's infrastructure, solid waste collection and disposal, recycling, landfill and transfer stations, and fleet operations.
- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.

ASISTANT DIRECTOR OF OPERATIONS, DEPARTMENT OF SOLID WASTE, CITY OF MIAMI MIAMI, FL MARCH 2020 - MARCH 2021

- Established and monitored production goals with targets for all operational divisions.
- Recommended proven methods for waste minimization, proper handling, and environmental protection.
- Analyzed statistical data, provided oversight of disposal sites, managed special events, oversaw all safety and accident prevention programs, conducted strategic planning, and executed strategic initiatives.
- Provided direct reports with tools to implement the department's strategic plan and assisted with exceeding performance measures
- Assisted in the preparation of the departmental budget.
- Represented the Director and department in a variety of meetings, including public forums; and performing other duties, as required.

SIGNIFICANT ACCOMPLISHMENTS

- Reorganized the Solid Waste Department, its routing, reducing overtime costs to the City of Miami. Save approx. $1.0M
- Implemented a transfer station to reduce travel time and eliminate excessive use of central transfer station at an extensive cost

DIRECTOR OF CAPITAL PROJECTS AND FACILITIES, RICHMOND REDEVELOPMENT AND HOUSING AUTHORITY
RICHMOND, VA NOVEMBER 2018 - MARCH 2020

- Initiated, expedited, facilitated, and monitored capital improvement projects (CIP) and budget development.
- Directed and supervised the management of RRHA physical project construction, maintenance operations, delivery of large capital projects with activities ranging from the environmental phase through design and construction of the project.
- Directed the development and monitored capital fund budgets; analyzed capital and operating expenses and projects; ensured adequate funding to support the activities, programs, and services in the agency's strategic plan.

SIGNIFICANT ACCOMPLISHMENTS

Upon hire, immediately addressed Richmond Redevelopment Authority's public relations, HUD and UBC compliance issues related to heating:

- Installed 450 new boilers, over 15,000 linear feet of pipes and over 5000 radiators in the housing units within a six-month period - saved human lives and $1.0M
- Installed 350 new hot water heaters in the housing units (install new hot water- saved $250K
- Restored heat to over 3800 apartments in the different housing units - Saved lives.
- Repaired and replaced over 150 apartment roofs - saved $250K.
- Repaired and installed over 5000 linear feet of sidewalks/ADA Compliant curb improvements.
- Developed and implemented HUD Housing Maintenance Plan, developed solicitations for infrastructure, construction, demolition, and capital needs.

CONSTRUCTION ANALYST, UNITED STATES SMALL BUSINESS ADMINISTRATION - DISASTER VERIFICATION CENTER
WASHINGTON, DC SEPTEMBER 2017- Intermittent

- Conducted on-site damage assessments to personal, real, and business property; determined the extent of damaged properties, estimated the cost of repairs or replacement, and worked primarily in disaster affected areas.
- Led team efforts in disaster recovery for individuals and businesses while ensuring accuracy in the detail reporting of data needed to complete estimates for loan applications; used architectural knowledge, skills, and resources to analyze structural types, valuation, and replacement costs.

- Established and led a culture of high performance among a team of diverse and talented civilian and military veterans to achieve the organization's disaster recovery and restoration goals.

- Prepared reports with accuracy and precision that lead to working on the software applications second release.
- Outstanding contributions to the development and new release of software.

INTERIM DIRECTOR OF PUBLIC WORKS, CITY OF PETERSBURG
PETERSBURG, VA APRIL2017-AUGUST2017

- Provided leadership and work strategies for public services including Public Utilities, Storm water Management, Infrastructure, Streets/ Roads Management, Traffic Engineering/Right-of-Way Management, Procurement, Grounds Management, Facilities Management, Fleet Maintenance, and Solid Waste Management
- Managed department's operating and capital improvement budget, special and internal service funds with a budget totaling approximately $20 million and 100 FTE's
- Ensured compliance with Federal, State, and Local building codes and ordinances.
- Collaborated with regional commissions, civic leagues, business groups and community organizations to coordinate short- and long-term projects.

SIGNIFICANT ACCOMPLISHMENTS:

- Brought 189 acres of cemetery grounds and up to code.
- City properties, community development properties, medians, and gateways were treated and cut to improve city appeal.
- Improved utility collection rate by 88% - Increased revenues by $1.0M
- Improved staff morale; corrected deficiencies in department billing and services

DIRECTOR OF PUBLIC WORKS, CITY OF RICHMOND
RICHMOND, VA OCTOBER 2014- FEBRUARY 2017

- Provided strategic direction and management oversight to the Department of Public Works and ensured implementation of Mayor and City Council goals, policies, and performance expectations.
- Managed department operating and capital improvement budget, special and internal service funds, and enterprise fund budget totaling approximately $97 million and 400+ FTE's.

- Reviewed and approved solicitations for project scopes, vendor contracts, engineering, architectural drawings, and construction documents.

SIGNIFICANT ACCOMPLISHMENTS:

- Developed, managed, and completed Capital to Capital Bike Trail- Promoting Healthy Lifestyles

- Completed Capital Gateway Improvement Project at 1-95 and 1-64
- Designed and built 4 new public schools, 5 new Public Works operations and engineering buildings, and a K-9 training center - Saved $1OM.
- Removed blighted city property to create prime location investment property.

ASSISTANT CITY MANAGER (INTERIM), CITY OF RICHMOND
RICHMOND, VA OCTOBER 2014 - FEB. 2017

- Served on the CAO's senior executive leadership team for the assigned Operations Portfolio including Public Works, Public Utilities, and Planning and Development
- Collaborated with the CAO and the Mayor in developing strategies for planned development in the City of Richmond.
- Prepared the portfolio's annual operating and capital expenditures budgets; developed a comprehensive report of financial, programmatic, and administrative performance goals.
- Negotiated, reviewed, and approved all departmental procurement, contract agreements and vendor performance reports.
- Managed, directed, and evaluated staff to achieve desired outcomes.

DEPUTY DIRECTOR, DEPARTMENT OF PUBLIC WORKS, CITY OF RICHMOND
RICHMOND, VA OCTOBER 2012 - OCTOBER 2014

- Managed and maintained all capital assets, and real property; provided general maintenance services for streets/roads, buildings owned or leased by the city.
- Managed, monitored, and maintained fiscal budget for the Division.
- Designed work programs, implemented policies, goals, and standards for the Division.
- Prepared assessments and comprehensive reports on accomplishments and strategies needed to address Mayor-Council directives and public concerns.

SIGNIFICANT ACCOMPLISHMENTS:

- Appointed Project manager by the mayor and successfully completed construction and engineering of the City's new Justice Center, Fire Station 17, and the renovation of Altria Theater
- Redesigned and installed LEED lighting, ceilings, and HVAC Systems
- Renovated City Hall elevators, main floor public areas, third and fourth floor offices
- Relocated City Fleet Operations

OPERATIONS MANAGER, DEPARTMENT OF PUBLIC WORKS, CITY OF RICHMOND
RICHMOND, VA MARCH 2012- OCTOBER 2012

- Managed and maintained all city-owned buildings and responsible for the division's assigned fleet, streets, and roads.
- Developed, implemented, and evaluated a variety of building

operation systems and preventive maintenance programs.

- Responsibly managed operating and capital budget. Reviewed daily and weekly reports and recommendations pertinent to productivity and operating expenses.
- Developed policies and procedures and implemented compliance strategies.
- I interacted with vendors to establish and negotiated cooperative purchasing agreements and procurement contracts.

SIGNIFICANT ACCOMPLISHMENTS:

- Developed plan and renovated Richmond Courts (Manchester and Oliver Hill)
- Developed alternative space use plan and made improvements to implement Emergency Operations Center
- Designed and successfully completed construction of the Day Reporting Center, Workforce Development Center, Juvenile Justice Center, and Social Services buildings.

=O�T�H=E=R�R=E=LA�T=E=D�E=X�P=E�R=IE=N=C=E�_SEPTEMBER 1999 - MARCH 2012 DEPARTMENT OF PARKS, RECREATION, AND COMMUNITY FACILITIES TRADES SUPERVISOR II

- Supervised and managed all facilities, streets, and roads for the Department; provided guidance for arborists in maintaining urban forestry and tree conservation.

EDUCATION AND TRAINING

Virginia State University, Petersburg, VA Virginia State University, Petersburg, VA United Theological Seminary, Dayton, OH

Bachelor of Science - Biology GPA 3.8 Master of Science -Biology GPA 3.68 Doctor of Ministry GPA 4.00

CERTIFICATIONS

- **FEMA Certified Emergency Management**
- **NIMS 900**
- **Facilities Management Professional (FMP)**
- **Public Housing Executive Director Program (ED) - Pending 4 Classes**
- **Public Housing Manager Certification (PHM)**
- **Maintenance Certification Program (CME)**
- Certified Public Manager (CPM)

PROFESSIONAL AFFILIATIONS

ICMA

Public Housing Authorities Directors Association (PHADA)

The National Association of Housing and Redevelopment Officials (NAHRO) American Public Works Association

International Facilities Management Association American Society of Civil Engineers

1. Reference Type : Supervisor

   Joe Carn - Councilor
   404-472-4599
   ward2joe@gmail.com
2. Jamelle McKenzie
   404-597-2280
   jamellemckenzie@gmail.com

Reference Type : Colleague

1. Esmond Scott
   305-924-3113
   keelo@bellsouth.net
2. Andrise Bernard
   786-357-0358

Reference Type : Subordinate

1. Gail Johnson
   8004-432-3944
   Gail.johnson@richmondgov.com
2. Anthony McLean
   804-564-9034
   Anthony.mclean@richmondgov.com

Howard W. Brown, Jr., AICP, ICMA-CM

Palm Beach Gardens, FL

☎: 305-788-9647 | ✉: howardwbrownjr@gmail.com

November 18, 2025

Honorable Mayor and Members of the City Commission
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, Florida. 33470

RE: Formal Application for City Manager/Chief Administrative Officer – City of Westlake

Dear Mayor and Commissioners:

I am pleased to submit my application for the position of City Manager/Chief Administrative Officer for the City of Westlake. I am particularly drawn to this opportunity because Westlake's "government light" structure reflects the core of my management experience and professional philosophy. My background includes proven City Manager leadership in Florida, Georgia, Oklahoma, and California, where I successfully managed contract-city environments, implemented performance-based service models, and delivered high-impact results in communities of varying size, complexity, and political structure.

My experience with contract government began during my tenure as City Manager of Bell, California located in Los Angeles County area, where I restructured an entire municipal organization following a nationally known crisis. I implemented strict oversight systems, rebuilt public confidence, and modernized service delivery through a combination of private-sector contracting, intergovernmental partnerships, and performance-based accountability. This experience solidified my belief that the contract-city model—when strategically led—can produce exceptional results, strong fiscal discipline, and a high standard of service for residents.

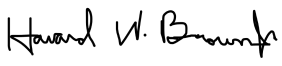
I later brought these principles to Indiantown, Florida, where I served as the Village's first permanent manager. Indiantown operated almost entirely with outsourced departments and private vendors, similar to Westlake's model since its incorporation. Under my leadership, the organization stabilized, development activity accelerated, and residents benefited from cost-efficient services supported by strong contractor performance management and cross-agency coordination. This direct experience aligns squarely with Westlake's expectations for a City Manager who understands and embraces contract operations.

The City's published job description emphasizes the need for a leader with a proven ability to secure appropriations and grants, oversee audit and financial controls, manage large-scale development, and represent the City's interests at all levels of government. These responsibilities mirror the scope of my work across multiple jurisdictions, where I have secured significant funding, modernized land-development processes, administered multi-fund budgets, and led organizations through periods of expansion, regulatory refinement, and organizational restructuring.

Westlake's vision—streamlined government, innovation, efficiency, and outstanding service delivery—is exactly the environment in which I thrive. As an ICMA-Credentialed Manager, I bring a leadership style rooted in transparency, accountability, and strategic collaboration with elected officials. I have guided organizations through accelerated growth, strengthened contract oversight mechanisms, and developed long-term strategies that balance infrastructure needs, operational capacity, and a rapidly expanding population. I would be honored to partner with the Mayor and City Commission to build upon Westlake's foundation, advance its contract-city model, secure the next wave of state and federal resources, and support a high-performing organization dedicated to exceptional service to residents.

Thank you for your consideration. I welcome the opportunity to discuss my background further and share how my experience aligns with Westlake's goals for its next City Manager.

Sincerely,



Howard W. Brown, Jr., AICP, ICMA-CM

HOWARD W. BROWN, JR., AICP, ICMA-CM

Howardwbrownjr@gmail.com

Palm Beach Gardens, FL 33412 ☎ 305-788-9647 https://www.linkedin.com/in/howardwbrownjr/

CITY MANAGER / CONTRACT CITY EXECUTIVE

City Executive Leadership – Contract-City Operations – Fiscal Management – Strategic & Land Use Planning – Intergovernmental Relations – Outsourced Services Administration

CAREER HISTORY

Leadership Budgeting Expertise
Relationship management Community Builder Technical Expertise

CEO and Founder of Local Government Consulting Group, LLC ***October 1, 2018 – Present***

Incorporated in October 1, 2018, Local Government Consulting Group is a local government consulting firm that specializes in providing specialized services in the Office of the City Manager, Community Development, and Community Redevelopment Agency (CRA)

Interim City Manager, City of Fort Meade, FL (July 2025 to Present)

- Provide Interim City Manager Services
- Oversee and serve as Chief Advisor to the Community Redevelopment Agency (CRA)

Interim Town Manager, Town of Century, FL (December 2023 to September 2025)

- Provide part-time Interim Town Manager Services
- Oversee and serve as Chief Advisor to the Community Redevelopment Agency (CRA)

Interim City Manager, City of East Point, GA (February 2024 to October 2024)

- Provided full-time City Manager Services as Sub Consultant for Sumter Consulting.
- Developed and implemented a structurally balanced budget that earned the GFOA Distinguished Budget Presentation Award, enhancing fiscus transparency and accountability.
- Completed Phase I of the Employee Compensation Plan, adopted by City Council and integrated the strategic plan and budget, improving internal equity and workforce retention.

Senior Advisor (Sub-Consultant), Miami Dade County, FL, (January 2024 to Present)

- Provide consulting services as a Sub Consultant for MHCP Colab. Serves as Senior Advisor to two (2) CRAS: NW 79th Street and NW 7th Avenue Community Redevelopment Agencies
- Provide Economic Development Advisory services to two of the largest redevelopment agencies in Florida

Planning Consultant: *past experiences as a Planning Consultant on short term projects for the following cities: City of North Miami, City of Miami Gardens, and City of South Fulton, GA (January 2023 - December 2023)*

Village Manager, Village of Indiantown, FL ***January 2019 – January 2023***

Incorporated December 31, 2017, the Village of Indiantown is unique, being the 413th municipality incorporated in South Florida.

- **Negotiated a multimillion-dollar interlocal agreement** with Martin County saving the residents of the Village ~ $1.5MM throughout the interlocal agreement for Fire Rescue Services**.**
- **Created and implemented a 5-year strategic action plan** together with the initial Village Council; we hit the ground running, achieving it within 3-years.
- **Negotiated and purchased a private water and sewer plant** for $8.5MM, subsequently satisfying 80% of the loan to purchase the asset forgiven; Negotiated a 0% interest rate over a 30-year term.

City Manager, City of Bell ***January 2016 – October 2018***

The City of Bell, CA, is an incorporated city in Los Angeles County, California. Accountable for the day-to-day operations of all City departments, $32MM in annual operating and capital budgets, and 150+ employees serving a daytime population of 50,000+.

- **Led the City through its first-ever recodification** of all city codes of ordinances, including retaining a consultant to conduct a charter review for Council Consideration.
- **Prepared a balanced budget,** successfully adopted by the Mayor and Council two years in a row despite declining property, sales taxes, and rising pension costs.
- **Organized several neighborhood groups, including Neighborhood Watch,** and met regularly with residents to sell the city's Strategic Plan and City Priorities approved by the Mayor and Council.

City Manager, City of Muskogee, Oklahoma ***January 2014 – January 2016***

The City of Muskogee is an incorporated city located in the Tulsa, Oklahoma, metropolitan area.

- **Collaborated with the Mayor and City Council to develop** an employee compensation plan and labor relations strategy for three collective bargaining agreements: Police, Fire, and Non-uniformed employees.
- **Wrote the Muskogee 2020 Strategic Plan,** adopted by the Mayor and City Council.
- **Oversaw day-to-day operations of all city departments** while managing a $61MM operating and capital budget and 600+ employees serving a daytime population of more than 50,000.

City of Opa-Locka, FL ***January 2010– January 2014***

The City of Opa-Locka, FL, is an incorporated city in Miami-Dade County, FL.

ACTING ASSISTANT CITY MANAGER (2013-2014)

- **Led the reorganization of the Building Services Division** to reduce the budget deficit by 25% and created the city's first Certificate of Use program, generating ~ $1MM per annum.
- **Executed the directives of the City Manager,** Mayor, and City Council while managing a municipal organization with a $13MM annual operating budget and 190 employees, serving a population of 16,000.
- **Directly supervised and managed** Police, Human Resources, IT, Finance, Public Works, Parks and Recreation, Planning and Community Development, Code Enforcement, and Building and Licensing Departments.

DIRECTOR, PLANNING AND COMMUNITY DEVELOPMENT (2010- 2013)

- **Prepared the city's first Annexation Plan** based on the Miami-Dade County Code and the State of Florida Annexation law
- **Managed/directed all Community Development Block Grant (CDBG)** funding, including project management/grant proposal writing.
- **Received 1.2 Million Community Challenge Planning Grant –** from the United States Housing and Urban Development Department. Only two cities within the state of Florida was awarded.

Director, Planning and Development Services, City Of Albany, GA ***October 2007– July 2010***

Neighborhood Improvement Manager, City of Lilburn, GA ***September 2002 – October 2007***

Chief of Code Enforcement City of Lauderdale Lakes, FL ***June 2000 – September 2002***

EDUCATION

Harvard University, Cambridge, MA (2022)
Certificate, Program for State and Local Government Executives

University of West Florida, Pensacola, Florida (1995)
Master of Public Administration

Florida State University, Tallahassee, Florida (1993)
Bachelor of Science in Criminology

CERTIFICATION & PROFESSIONAL DEVELOPMENT

Credentialed Manager, International City Manager's Association (ICMA)
Certified Urban Planner, American Institute of Certified Planners (AICP) - Certification No. 24680
National Incident Management Systems (NIMS) Certifications: ICS 100, 200, 300, 400, 700 & 800

BOARD APPOINTMENTS / MEMBERSHIPS

International City/County Management Association (ICMA), Full Member
Florida City and County Management Association (FCCMA), Full Member
American Institute of Certified Planners (AICP), Full Member
American Planning Association (APA), Full Member

VOLUNTEER ACTIVITIES & CIVIC CONTRIBUTIONS

Habitat for Humanity, Albany, GA
Boy Scouts of America, Tulsa, OK and Indiantown, FL
International Rotary Club of America, Rotarian, Tulsa, Ok, and Albany, GA

HONORS – AWARDS – PROFESSIONAL RECOGNITION

National Defense Service Medal – Persian Gulf War, United States Army
Humanitarian Service Medal - Hurricane Andrew Disaster Relief, United States Army
40 under 40 – most influential persons - Albany Herald, Albany, GA

RAMSAY J. BULKELEY, ESQ.

West Palm Beach, Florida • (561) 301-7608 • bulkeleyramsay@gmail.com

Summary

CITY MANAGEMENT • PUBLIC ADMINISTRATION • GOVERNMENT OPERATIONS • INTERGOVERNMENTAL RELATIONS

Senior executive and municipal operations leader with 20+ years of progressive experience in Florida local government, public administration, large-scale development oversight, appropriations strategy, and high-level organizational leadership. Former Executive Director of Palm Beach County Planning, Zoning & Building—responsible for 400 employees and an $80M departmental budget, and annual delivery of $2.5B in countywide infrastructure. Attorney with deep experience in municipal law, land development, intergovernmental negotiation, contract administration, and public-private partnerships. Proven ability to secure major funding, lead complex government systems, manage rapid growth, and advance large-scale development in fast-emerging communities.

Core Leadership Competencies

- Municipal Administration & Government Operations
- State Appropriations & Grant Acquisition
- Large-Scale Infrastructure & Capital Planning
- Budgeting, Financial Controls & Audits
- Contract & Vendor Management ("Government Light" Model)
- Development Review, LDRs, Zoning, Land Use & Entitlements
- Public-Private Partnerships (P3) & Economic Development
- Intergovernmental Relations (County, State, Federal)
- Strategic Planning & Policy Development
- High-Level Staff Leadership, Culture Building & Team Development
- Public Engagement, Community Relations & Crisis Communication

Experience

2024 - present**: BULKELEY CONSULTING – WEST PALM BEACH, FL**

President

Specialized representation focused on municipal and county regulatory systems, real estate development, zoning, land use strategy, code enforcement, property tax matters, and complex development negotiations.

- Advise municipalities and developers on comprehensive planning, LDR interpretation, development applications, and growth-management strategies.
- Manage full contract compliance for development agreements, ground leases, P3 structures, and municipal land transactions.
- Prepare grant-ready project documentation, state-funding justifications, and infrastructure prioritization for appropriations requests.
- Provide crisis-response and regulatory interpretation for code, building, and permitting issues.

2023 - 2024: WGI, INC. – WEST PALM BEACH, FL

Market Leader – South Florida

Directed regional growth and full-service project coordination for engineering, survey, geospatial, entitlement, and development projects.

- Managed development approvals, rezoning, land-use amendments, site plan entitlements, transportation issues, and P3 coordination.
- Coordinated infrastructure-heavy projects requiring multi-agency approvals, including county, municipal, and state entities.

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- Supported developers and public agencies from acquisition through CO, ensuring compliance with financial, schedule, and regulatory benchmarks.
- Led budget development and interdepartmental resource planning for executive leadership.

2013 - 2023: PALM BEACH COUNTY – PLANNING, ZONING & BUILDING DEPARTMENT

2018-2023 Executive Director

Executive head of a major county department overseeing **350 employees**, **$80M operating budget**, and an average of **$2.5B in annual infrastructure delivery**.

- Directed the operations of Building, Planning, Zoning, Code Enforcement, Contractors Certification, and Administrative divisions.
- Led state appropriations requests, capital funding cycles, and administration of multi-year infrastructure programs.
- Implemented systems modernization to improve permitting efficiency, development review, and project turnaround times.
- Negotiated intergovernmental operating agreements.
- Served as key liaison between the County Administrator, Board of County Commissioners, major landowners, and legislative partners.
- Oversaw preparation of audited financials, internal controls, and departmentwide fiscal accountability.

2016-2018 Deputy Director

Second-in-command for all PZ & B operations.

- Administered major segments of the county's development services, code enforcement, building operations, and LDR review.
- Collaborated with the County Attorney's Office on complex regulatory issues, litigation risk, and code revisions.
- Improved organizational efficiencies and customer-service performance across multiple divisions.
- Drafted ordinances and policy amendments; presented regularly to the Board of County Commissioners.
- Managed department-wide budget analysis, revenue forecasting, and performance measures.

2013-2016 Director of Code Enforcement

- Managed enforcement of 15 county codes and ordinances.
- Directed 36 employees (officers and administrative staff).
- Coordinated intergovernmental operations with municipalities, Fire Rescue, Sheriff's Office, and ERM.
- Developed new enforcement procedures reducing case duration and improving compliance outcomes.
- Regularly presented to Board of County Commissioners, advisory boards, and community groups.

2011 - 2013: LAW OFFICES OF RAMSAY J. BULKELEY, P.A. – JUPITER, FL

President

- Managed full legal practice with focus on public hearings, land use approvals, zoning, municipal permitting, and governmental representation.
- Represented clients before PBC, municipalities, SFWMD, DEP, ACOE, and local boards.
- Drafted development agreements, and complex permitting packages.

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West Palm Beach, Florida • (561) 301-7608 • bulkeleyramsay@gmail.com

2011: **STEWART MINING INDUSTRIES – FT. PIERCE, FL**
Vice President & Legal Counsel

- Managed all regulatory permitting and environmental compliance.
- Interfaced with DEP, MSHA, SFWMD, ACOE, and local governments.
- Directed operations and litigation strategy.

2006 - 2011: **CASEY CIKLIN LUBITZ MARTENS & O'CONNELL – WEST PALM BEACH, FL**
Associate Attorney / Land Planner

- Managed major development approvals including mines, DRIs, and large-scale commercial projects.
- Prepared comprehensive plan amendments, rezoning, concurrency, ERM permits, and state/federal applications.
- Notable role in approval of 7,500-acre aggregate mine, Scripps Phase II DRI, and PBC Convention Center Hotel.

Education

J.D., Nova Southeastern University – Shepard Broad Law Center
B.S., Community & Regional Planning – Appalachian State University
B.A., Criminal Justice – University of North Carolina, Charlotte
Member, Florida Bar (2006–Present)

Additional

- ICMA membership
- Extensive experience presenting before County Commissions, municipal councils, legislative bodies, and public boards.
- Advanced public speaking, executive communication, presentation development

November 7, 2025

Leondrae D. Camel
Redacted
Wellington, Florida 33449
561-261-3437
Lcam76@aol.com

Odet Izquierdo, Acting City Clerk
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, FL. 33470

Dear Acting City Clerk Odet Izquierdo,

It is with great purpose and enthusiasm that I submit my resume for the position of City Manager of the City of Westlake**.** As a seasoned municipal executive with over two decades of experience leading city operations, fostering intergovernmental partnerships, and driving equitable community development, I am confident in my ability to lead the League into its next era of regional collaboration and innovation.

My professional journey—from educator and planner to City Manager—has been marked by a deep commitment to ethical governance, fiscal stewardship, and transparent public engagement. As City Manager for the City of South Bay since 2013, I have led transformative initiatives that include securing over $6.6 million in grant and legislative funding, eliminating structural budget deficits, launching regional economic development projects, and modernizing internal operations. I've successfully secured state and federal funding for underserved communities while building trust through resident-focused programs, such as "Conversations with the Manager," and master planning efforts grounded in community voice.

I bring a unique blend of executive management experience**,** legislative insight**,** and coalition-building skills that directly align with Westlake's mission to strengthen municipal government through advocacy, collaboration, and leadership, as well as managing a rapidly growing community. As a current City Manager and former President of the Palm Beach County City Management Association, I have a firsthand appreciation for the vital role the manager plays in unifying local governments, amplifying collective priorities, and shaping regional policy, all while keeping the needs

of the residents at the forefront of all conversations. I am eager to expand upon this opportunity in a full-time capacity and aid Westlake in navigating the evolving challenges of infrastructure, housing, economic development, land development, and civic trust.

Beyond operational expertise, I bring a values-based leadership style—rooted in inclusion, transparency, and performance. I view the City Manager role not only as an administrative steward but as a connector, innovator, and champion of municipal excellence. I am also a proud member of the National League of Cities, FLC, ICMA, PBCCMA, and several community and professional organizations committed to equity and leadership development.

I welcome the opportunity to meet with the Mayor and Council to further discuss how my experience and passion for public service can contribute to the continued success and impact of Westlake. Thank you for considering my application.

Warm regards,

Leondrae D. Camel

Cc: Mayor and Councilmembers

Leondrae D. Camel

LC

10051 Freesian Way, Wellington, FL. 33449
Phone: 561-261-3437 ● Fax: 561-993-5080 ● E-Mail: lcam76@aol.com

CHIEF EXECUTIVE | CITY MANAGER | STRATEGIC GOVERNMENT LEADER

Innovative, ethical, and impact-driven public executive with 20+ years of transformative leadership in municipal administration, strategic planning, and intergovernmental affairs. Adept at aligning policy with progress, building coalitions, and executing complex initiatives that foster inclusive economic development, government transparency, and operational excellence. Trusted advisor to elected officials and regional leaders. Known for fiscal turnaround success, grant acquisition, and community-first leadership.

EXECUTIVE COMPETENCIES

- Government & Civic Leadership
- Strategic & Capital Planning
- Budget Turnaround & Financial Oversight
- Public-Private Partnerships
- Intergovernmental & Legislative Relations
- Workforce & Talent Development
- Infrastructure & Urban Redevelopment
- Organizational Change & Compliance
- Equity-Centered Policy Frameworks
- Community Engagement & Transparency

PROFESSIONAL EXPERIENCE

CITY OF SOUTH BAY, FL
City Manager | *2013 – Present*
Chief Executive for the municipality; oversee all departments, operations, and personnel while driving growth, compliance, and resident satisfaction.

- Secured **$6.6M+ in federal and state funding** for infrastructure, community initiatives, and housing rehabilitation.
- Reversed a **$325K budget deficit**, implemented financial controls, and created a $1.4M capital improvement fund.
- Established an investment account with assets exceeding $5M
- Attracted manufacturing and distribution to the Park of Commerce, advancing regional job growth.
- Reengineered internal processes, reducing general liabilities by 35% and audit costs by 50%.

- Led (2) successful Brownfield cleanup ($300K), demolition grants ($375K), and HUD redevelopment of 135-unit complex.
- Spearheaded creation of a **citywide Master Plan** (85% completed in 3 years).
- Established a quarterly "Conversations With The Manager" to enhance civic dialogue and accountability.

Key Wins:

✓ Eliminated $470K in state-held land debt

✓ Corrected 35 Inspector General deficiencies within 13 months

✓ Launched Senior Housing Rehab & new citizen engagement frameworks

✓ Instituted performance dashboards and risk frameworks across departments

CITY OF BELLE GLADE, FL

Division Manager, Youth & Family Services | *2005 – 2012*

Directed strategic programming for family services, securing funding and developing new engagement initiatives.

- Raised over **$1M in grants** to revitalize dormant programming.
- Designed job-readiness and recovery programs, achieving **90% non-recidivism** rate.
- Recognized by U.S. DOJ and Inspector General for financial compliance.
- Built coalitions with county, state, and national agencies for youth and family success.

CITY OF BELLE GLADE, FL

Planner & Zoning Administrator | *2003 – 2005*

Advanced community development by managing planning, permitting, and public engagement.

- Supported the **Belle Glade Housing Renaissance**, improving housing availability.
- Oversaw land use reviews, statistical reporting, and zoning recommendations.

PALM BEACH COUNTY SCHOOLS

Teacher | *2000 – 2003*

Developed enrichment strategies for low-performing students; increased academic outcomes and parent engagement.

GOVERNANCE & PROFESSIONAL LEADERSHIP

- **Board of Directors**, Palm Beach County League of Cities
- **Transportation Committee**, Palm Beach County League of Cities
- **Member**, Palm Beach County City Management Association
- **Member**, National League of Cities: FAIR Committee & REAL Committee
- **Candidate**, International City/County Management Association (ICMA)
- **Member**, National & Florida Educators Associations

- **Advisory Board**, First Tee of the Glades
- **Member**, Alpha Phi Alpha Fraternity, Inc.

EDUCATION & CERTIFICATIONS

Master of Public Administration (MPA) – Walden University
B.S., Public Administration – Barry University
B.S., Elementary Education – Florida A&M University
Executive Grant Management Program – University of Miami
FEMA National Incident Management System (NIMS) Certified

COMPENSATION HISTORY

- **City Manager**, South Bay | $80,000 → **$155,000+**
- **Division Manager**, Belle Glade | $47,500 → $60,500
- **Planning/Zoning Administrator**, Belle Glade | $35,000 → $37,800
- **Teacher**, Palm Beach County Schools | $36,750 → $39,675

PEGGY CASTAÑO

Pembroke Pines, FL 33029

☎ 786-261-7199 ✉ peg111679@aol.com https://www.linkedin.com/in/peggy-castano-6aba5789/

CAREER PROFILE

Results-driven and seasoned Assistant City Manager with over a decade of vibrant leadership experience in municipal government. Proven track record of successfully collaborating with Mayors, Commissioners, residents, business owners, and staff to achieve organizational goals. Adept at directing day-to-day operations, strategic planning, and navigating diverse municipal administration levels. Skilled in managing multiple city departments, including Administration, Public Information Office, Engineering, Parks & Recreation, Development Services, Code Enforcement, Public Works, and Community Improvement Projects. Experienced in managing multi-million dollar budgets and maintaining strong fiscal oversight; commended for building solid relationships with community members, local schools, and stakeholders through active engagement in community events and promoting open communication. Currently serving as an Assistant City Manager, celebrated by colleagues and superiors as an ethical, resourceful, loyal, and dedicated leader.

KEY RESPONSIBILITIES AND ACHIEVMENTS

- Oversee daily operations and provide strategic direction to ensure continuous progress and effectiveness across municipal administration. Act as City Manager or Interim Director for multiple departments and complete special projects and administrative tasks as needed.

- My comprehensive portfolio consists of several key departments, including Communications and Public Information Office (PIO), Engineering and Construction Services, Public Works, Intergovernmental Affairs, Development Services, and the Mayor and Commission Office. By overseeing these areas, I foster collaboration across the city, drive vital initiatives, and implement robust support systems to optimize operations, encourage development, and ensure clear communication.

- Demonstrate adaptability and strong leadership skills as Interim Director of Development Services, managing five divisions: Building and Permitting, Housing, Planning and Zoning, Business Tax Receipt, and Code Enforcement.

- Successfully implemented Energov and managed Engineering and Construction Services, overseeing $35 million in completed projects and $80 million in strategic planning stages, showcasing proficiency in project management and fiscal responsibility.

- Secure significant funding for critical projects by developing and presenting persuasive legislative and federal agendas, addressing community needs, and promoting fiscal accountability.

- Cultivate relationships with diverse stakeholders, maintaining transparency and trust with the public, and enhancing the city's image through comprehensive branding, marketing, and crisis communications strategies.

- Support financial sustainability by identifying, securing, and managing grants and external funding sources to enable the successful execution of city projects and programs.

- Actively contribute to developing and implementing the city's strategic vision, mission, and goals, ensuring alignment with community needs and fostering overall growth.

- Build and lead high-performing teams, create a positive and collaborative work environment, and invest in the professional development of city staff to promote a culture of continuous improvement and innovation.

CAREER PROGRESSION

SENIOR CONSULTANT
Local Government Consultant Group **June 2025- Current**

As a Senior Consultant specializing in local government services, I provide interim departmental oversight, project management, and expert guidance in internal and external communications, marketing, branding, capital improvement project supervision, and governmental affairs at the federal and state legislative levels. In addition, I offer tailored solutions for Assistant City Manager roles and administration challenges. Drawing from my experience as an Assistant City Manager, I understand the pivotal role this position plays in ensuring the smooth and efficient functioning of municipalities. My expertise spans various facets of day-to-day operations, contributing significantly to the overall success and well-being of communities. By collaborating with department heads and staff, I focus on streamlining processes and improving operational landscapes. In line with my strategic leadership capabilities, I support city leadership in identifying critical priorities and implementing strategies that align with long-term goals, fostering sustainable growth and development. My current projects and accomplishments include:

- Mayor and Commission Office: Facilitating effective policy implementation and fostering transparent communication between city leadership and the community.

- Engineering Services: Directing infrastructure projects, urban planning initiatives, and development activities, ensuring alignment with sustainable growth objectives.

- Communication: Overseeing branding and communication strategies, creating, and delivering engaging content through multiple channels to maintain a positive public image.

- Strategic Planning: Identifying opportunities for continuous improvement by evaluating departmental processes, implementing best practices, and pursuing innovative solutions to enhance operational effectiveness.

- State and Federal Legislative Agendas: Working closely with government officials and stakeholders to advocate for the city's interests, secure funding, and shape beneficial policies.

- Development Services: Demonstrating versatile leadership while overseeing critical divisions, ensuring seamless operations, enhancing collaboration, and facilitating successful implementation of key initiatives.

- Collaborate with department heads and staff to streamline processes, improve operational landscapes, and implement strategic initiatives, including Standard Operating Procedures (SOP) assessment and updates.

With my wealth of experience and deep understanding of local government administration, I am dedicated to providing effective solutions that contribute to the successful operation of cities and the well-being of their communities.

ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR
City of Lauderdale Lakes, FL **July 2023 – June 2025**

As the Assistant City Manager, I play a pivotal role in ensuring the smooth and efficient functioning of all aspects of our municipality. My responsibilities encompass comprehensive support across various facets of day-to-day operations, contributing significantly to our community's overall success and well-being. This involves collaborating with department heads and staff to streamline processes and enhance the overall operational landscape. Part of my role consists of contributing to the development and execution of the city's strategic vision. I work closely with city leadership to identify critical priorities and implement strategies that align with our long-term goals, ensuring sustainable growth and development.

In addition to my overarching role in supporting the City Manager in all areas of the city's day-to-day operations, I also manage a dedicated department that serves as a hub for crucial functions within our municipality. This department encompasses the Mayor and Commission office, Engineering Services, Capital Improvement Projects, Public Works, Parks and Recreation and Communications, reflecting a comprehensive portfolio of responsibilities.

- Leadership and Coordination: As a strategic leader, I guide the Mayor and Commission office, facilitating effective policy implementation and fostering transparent communication between city leadership and the community.

- Engineering Services Oversight: Managing Engineering Services involves directing infrastructure projects, urban planning initiatives, and development activities, ensuring alignment with the city's sustainable growth and development objectives.

- Communication: I oversee the city's branding and communication strategies, guiding, creating, and delivering engaging content through multiple communication channels to maintain a positive public image.

- Strategic Planning for Continuous Improvement: Engaging in strategic planning, I identify opportunities for continuous improvement by evaluating departmental processes, implementing best practices, and pursuing innovative solutions to enhance overall operational effectiveness.

- Public Works Management: Overseeing the Public Works department to maintain and enhance the city's infrastructure, including roads, water systems, and public facilities, ensuring high-quality services and efficient resource allocation.

- Parks and Recreation: Managing the Parks and Recreation Department, I ensure the provision of diverse recreational opportunities, well-maintained parks, and engaging community programs,

contributing to the city's overall quality of life and fostering a strong sense of community engagement.

- State and Federal Legislative Agendas: I manage the city's state and federal legislative agendas. I work closely with government officials and stakeholders to advocate for the city's interests, secure funding, and shape policies that benefit our community and support our strategic objectives.

- Development Services: I exhibit versatility and exceptional leadership capabilities while overseeing five critical divisions: Building and Permitting, Housing, Planning and Zoning, Business Tax Receipt, and Code Enforcement. By effectively managing these areas, I ensure seamless operations, enhance collaboration, and facilitate the successful implementation of key initiatives across the department.

ADMINISTRATIVE SERVICES DIRECTOR/ASSISTANT TO THE CITY MANAGER (ACTING ASSISTANT CITY MANAGER)
City of Lauderdale Lakes, FL **OCT 2015 – JULY 2023**

As an overall generalist in the city, my mission is to assist the City Manager in effectively implementing council policies, completing projects and fostering a culture of pride and dedication among employees. With my unwavering commitment and extensive experience, I have excelled in supporting the City Manager and have focused my efforts on various areas, including overseeing and managing Capital Improvement Projects, leading the Public Information Office, supervising Legislative Aides, enhancing community outreach, improving the city's public image, and strengthening the city's interaction with stakeholders.
In my years of municipal government I've obtained experience in multiple departments within the organization.

- Successfully manage the Mayor and Commission Office, ensuring smooth operations and facilitating effective communication between key stakeholders.

- Provide oversight to the Public Works Department, Engineering and Construction Services, ensuring efficient and quality project delivery.

- Oversee the City Clerk's Office, maintaining accurate records and facilitating transparent governance processes.

- Manage the Public Information Office (PIO) and all aspects of public relations for the city, ensuring effective communication with residents and the media.

- Assist the City Manager with special projects, contributing to the successful execution of strategic initiatives ensuring their timely and successful completion.

- Demonstrate proficiency in managing grant reimbursements

- Coordinate and manage the State of the City Address.

- Implement comprehensive overhauls of internal operating policies, resulting in improved operational and administrative efficiencies throughout the organization.

EXECUTIVE ADMINISTRATOR TO THE CITY MANAGER
City of Opa-locka FL. **JULY 2013 – OCT 2015**

Collaborated with the City Manager to oversee the day-to-day operations of all city departments, ensuring smooth functioning and efficient service delivery. Acted as a reliable gatekeeper, providing effective and productive support to government officials at all levels (City Manager, City Commission, Directors, and residents).

- Managed and directed the utilization of Community Development Block Grant (CDBG) funding, including project management and grant proposal writing.
- Co-drafted the Community Challenge Grant, securing a $1 million planning grant from HUD, which facilitated the update of the City's Comprehensive Plan.
- Received national recognition from the HUD Secretary for achieving the Community Challenge Grant, working in partnership with a local non-profit organization.
- Handled confidential matters within the Human Resources Department, ensuring sensitivity and professionalism in dealing with sensitive employee-related issues.
- Participated on the hiring panel for the City of Opa-locka, contributing to the selection of qualified candidates for various positions within the organization.
- Assisted the Community Development Department in implementing the Certificate of Use Program, establishing streamlined processes and effective controls that yielded fiscal benefits for the City.

SENIOR SUPERVISOR FISCAL ANALYST (2007-2013)
State of Florida Probation and Parole **JULY 2008 – JUNE 2013**

During my tenure, I played a vital role in assisting the State Circuit by recovering and distributing funds that were incorrectly assigned through restitution payments and judgments. I diligently monitored all actions with a fiscal impact on the Circuit, achieving a remarkable success rate of 95.9% throughout my years in the department.

- Manage and monitor cell phones usage for probation officers
- Manage and approve travel vouchers for probation officers
- Part of the Special Recovery Team
- Implement all Court Orders as assigned by the Judge
- Provided training within the Circuit
- Receive and Document all restitution and supervision payments, prepared bank deposits, controlled inventory, and maintained equipment and technology
- Submit monthly report to my supervisors OP27, OP28, E1.
- Fingerprint and interview incoming high and medium risk offenders
- Assisted Officers and supervisors in the Circuit with the COPS report with a proven track record of a 94% decrease on all reports.

EDUCATION / CERTIFICATION

- **Master's in Public Administration**, Barry University, Miami, Florida (Dec 2020)
- **Bachelor of Arts in Public Administration**, Florida International University (FIU), Miami, Florida (December, 2011)
- **Associates of Arts in Public Administration**, Miami Dade College, Miami, Florida (May 2009)
- **Green Belt**, Six Sigma Project Training

Professional Memberships

- INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION (**ICMA**)
- FLORIDA CITY AND COUNTY MANAGEMENT ASSOCIATION (**FCCMA**)
- BROWARD COUNTY AND CITY MANAGERS ASSOCIATION (**BCCMA**)
- NATIONAL INFORMATION OFFICERS ASSOCIATION (**NIOA**)
- FLORIDA MUNICIPAL COMMUNICATORS ASSOCIATION (**FMCA**)
- GOVERNMENT SOCIAL MEDIA (**GSMCON**)
- LOCAL GOVERNMENT HISPANIC NETWORK (**LGHN**)

PROFESSIONAL REFERENCES

Kelvin Baker, Deputy City Manager
City of Miramar
Klbaker@miramarfl.gov
(305)335-9174

Howard Brown, Consultant
Former City Manager
Howardwbrownjr@gmail.com
(305)788-9647

Maqsood Mohammad Nasir, PE, City Engineer, CIP Director
City of Lauderdale Lakes
Mdnasir91@gmail.com
(754)248-1004

Treasa Brown Stubbs, Former City Manager
City of Lauderdale Lakes
Treasastubbs23@gmail.com
(954) 815-3362

Gregory Salters, Former Assistant Police Chief
City of Fort Lauderdale
drgregorysalters@gmail.com
(954) 214-7960

November 12, 2025

City of Westlake
Attention: Odet Izquierdo – Acting City Clerk
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470

RE: City Manager/Chief Administrative Officer Position
Job Reference # CM10082025

Dear Ms. Izquierdo:

Please find this letter as my interest and in response to the City of Westlake's job advertisement for the City Manager/Chief Administrative Officer position, as posted on the city's website.

Over the breadth of my professional career, I have worked and gained measurable experiences in all of the listed "key responsibilities" that's referenced in the advertisement and job description document. These experiences include multiple City Manager posts, serving as a two-term elected official (City Commissioner), Executive Director, Chief Executive, Entrepreneur and Business Owner. I believe that these and other experiences comprehensively and uniquely speaks to my abilities and well positions me to be successful within your organization.

I have attached a copy of my resume to better acquaint you with the totality of my experiences and skills. I would be delighted to hear back from you and schedule a time to interview for this position. Feel free to contact me if you have any additional questions.

Sincerely,

Michael E. Jackson

Michael E Jackson
Mejconsult@gmail.com
561-723-5652

Enclosure

Michael E Jackson

SENIOR GOVERNMENTAL AFFAIRS EXECUTIVE

430 SE 2ND AVENUE · SOUTH BAY, FL 33493 · (561) 723-5652 · MEJCONSULT@GMAIL.COM

Summary

Talented, accomplished and experienced Senior Administrator/Executive, with a broad background in directing municipal, governmental and non-profit entities. Exhibit excellent communication, organizational, computer/technical and inter-personal skills with the ability to relate to people of various ethnic, socio-economic, and cultural experiences; Strategic thinker, able to create, develop and communicate vision, using collaborative and team building processes; Ability to see the big picture and determine the necessary steps to achieve it; Effective and efficient at recognizing the strengths and abilities of individuals/teams and motivating them to establish vision and accomplish mission through goal setting; Intelligent, dedicated, highly energetic individual with strong work ethic and moral principles; and Exceptional presentation, leadership and communication skills.

Experience

CITY MANAGER

City of Pahokee – Pahokee, FL | May 2024 – October 2025

- Served as Chief Executive Officer overseeing all city departments and personnel.
- Directed strategic planning, budgeting, and daily municipal operations.
- Prepared and managed annual city budget ensuring fiscal responsibility.
- Advised Mayor and City Commission; prepared reports and agendas.
- Promoted community and economic development initiatives.
- Strengthened collaboration among departments and community partners.
- Ensured compliance with city, state, and federal regulations.

CHIEF EXECUTIVE OFFICER / PRINCIPAL CONSULTANT

L & MJ Consulting, Inc. / MEJ Consulting, LLC - Palm Beach County, FL | 2005 – 2024

- Led consulting services for municipal, county, and non-profit clients across South Florida.
- Managed governmental and public-sector projects from planning through completion.
- Advised cities and agencies on zoning, permitting, and economic development.
- Developed fiscal and administrative strategies to improve local government operations.
- Provided leadership training for senior public administrators and executives.

PUBLIC EDUCATION PROGRAM ADMINISTRATOR / CONSULTANT

Covenant Arts Academy Charter School, Inc. – South Bay, FL | 2018 – 2020

- Chaired Charter School Application Team and secured charter approval.
- Oversaw budget planning, site negotiation, and community engagement.
- Administered recruitment strategies for initial year enrollment and academic programming.

COMMUNITY LIAISON / GOVERNMENT AFFAIRS SPECIALIST

Florida Crystals Corporation – Glades Region, FL | 2016 – 2020

- Served as municipal liaison for the Tri-Cities of Belle Glade, South Bay, and Pahokee, representing corporate and community interests with local, county, and state government officials.
- Coordinated intergovernmental partnerships to support infrastructure, economic development, and community revitalization initiatives.
- Facilitated meetings and workshops with municipal leaders, regulatory agencies, and land-use attorneys to align projects with public policy and regional growth priorities.
- Strengthened relationships between public agencies, non-profit organizations, and business stakeholders to promote sustainable community and economic outcomes.

Michael E Jackson

SENIOR GOVERNMENTAL AFFAIRS EXECUTIVE

430 SE 2ND AVENUE · SOUTH BAY, FL 33493 · (561) 723-5652 · MEJCONSULT@GMAIL.COM

LIAISON / OMBUDSMAN (INDEPENDENT CONTRACTOR)

Board of County Commissioners – District 6 - Western Palm Beach County, FL | 2007 – 2010

- Coordinated all District 6 funded municipal capital projects with county senior staff and administration
- Developed redevelopment, revitalization, and infrastructure planning.
- Encouraged affordable/workforce housing initiatives and funding strategies.
- Facilitated regional workforce and economic development planning.

DIRECTOR

South Florida Water Management District (SFWMD) - Broward County, FL | 2002 – 2005

- Directed regional office operations and senior professional staff, overseeing regulatory services, water supply planning, and land management programs.
- Developed and administered annual project budgets exceeding $50 million.
- Provided financial and technical assistance to municipal and county governments and special water control districts throughout Broward County.
- Served as liaison between SFWMD and local government entities to ensure coordination, compliance, and effective communication.
- Supported post-hurricane recovery efforts and implemented environmental education and awareness programs.
- Coordinated interagency meetings with legal teams, land use managers, and municipal officials to advance district objectives.

CITY MANAGER

City of South Bay – South Bay, FL | 1996 – 2001

- Served as Chief Executive and Fiscal Officer under a Manager-Commission form of government.
- Directed departmental operations and personnel across city divisions.
- Managed multimillion-dollar annual budgets and municipal projects.
- Promoted economic development and infrastructure improvements.
- Represented city as liaison to county, state and federal agencies and officials.

EDUCATOR / INSTRUCTOR

Palm Beach County School District - Palm Beach County, FL | 1987–1988, 1991–1996

- Designed and implemented instructional programs as a State of Florida Certified Educator at Lake Shore Middle School, Pahokee High School, and West Technical Education Center.
- Served as GED Instructor and Educational Counselor within the Correctional Educational School Authority at Glades Correctional Institution.
- Served as Social Sciences Adjunct Professor at Bethune-Cookman College - Palm Beach County satellite campus.

Education

MASTER OF APPLIED SOCIAL SCIENCES (MASS) - PUBLIC ADMINISTRATION

August 1989

Florida Agricultural and Mechanical University, Tallahassee, FL.

BACHELOR OF SCIENCE (BS) IN POLITICAL SCIENCE

August 1987

Florida Agricultural and Mechanical University, Tallahassee, FL.

Michael E Jackson

SENIOR GOVERNMENTAL AFFAIRS EXECUTIVE

430 SE 2ND AVENUE · SOUTH BAY, FL 33493 · (561) 723-5652 · MEJCONSULT@GMAIL.COM

Public Service & Professional Affiliations

PRESENT

- Member – Jackie Robinson Scholarship Committee, Florida Advisory/Selection Committee
- Elder – Glades Covenant Community Church (Administrator, Finance and Facilities)
- Member – Palm Beach County City & County Management Association (PBCCMA)

PAST

- Board Member - Boys & Girls Club, C.L. Brumback Health Center, Palm Beach County Mental Health, Arc of the Glades, Street Beat, Inc.
- Board of Trustees - Glades General Hospital
- Inaugural Board Member – Glades Utility Authority (GUA)
- Member – Florida City & County Management Association (FCCMA), International City/County Management Association (ICMA), Florida League of Cities (FLC), National League of Cities (NLC)
- Graduate – Leadership Broward County, Senior Executive Program
- Two-term Elected Official – City Commissioner, City of South Bay
- Legislative Intern – Florida State Senate (Sen. A. Girardeau) and U.S. Congress (Rep. William Grant)

References

DAVE ARONBERG - PA

561-889-7979

Dave@davearonberglaw.com

LEANDRE CAMEL

561-914-6673

Camell@southbaycity.com

CLARA MURVIN

772-647-0267

tasha@iname.com

October 29, 2025

Ms. Odet Izquierdo
Acting City Clerk
City Of Westlake
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

Re: City Manager Position -City of Westlake

Dear Ms. Izquierdo:

I recently saw your advertisement relative to the position of City Manager, City of Westlake, Florida and I am excited about being considered as a candidate for this position. **I am a strategic thinker and visionary manager with strong administrative skills and I promote a transparent environment within the conduct of municipal affairs. I am a candidate with experience managing outsourced services (in Loxahatchee Groves) and value the development of strong community engagement with all entities. I have a solid working knowledge of municipal finance, public works, public safety, securing grants and appropriations, planning and development, project management and Community Redevelopment Agencies. I have high ethical standards and broad experience in fostering innovation and leading staff in accomplishing established goals and objectives.** Further, my background comports with the attributes desired by the city for its next City Manager. In short, my experience, knowledge, background, skills, and abilities make me a solid fit for this opportunity.

As you can see from my enclosed resume, I am an experienced leader and achievement-oriented manager with proficiency in many areas of local government and direct experience with strong-mayor, city manager and county forms of local government. I believe there are several crucial areas whereby a manager/administrator must execute and excel in performance including serving as a trusted advisor to the city council; providing leadership and management of city affairs/ operations; and developing strong community engagement with all entities. I am a creative, knowledgeable, enthusiastic and proactive individual that can provide leadership to the Westlake team and serve as a trusted advisor to the Mayor and Council.

With this background, and my two Masters Degrees in Public Administration (with Honors from Florida Atlantic University) and Regional Planning (The Pennsylvania State University), I am the effective leader that the City of Westlake is seeking to employ.

Sincerely,

Mark A. Kutney, AICP, ICMA-CM
Former City Manager
City of Brooksville, FL

Mark A. Kutney, AICP, ICMA-CM

13627 Chatsworth Village Drive, Wellington, FL 33414
C (561) 601-4632
H (561) 793-8512
makutney_3254@mail.com

SUMMARY OF QUALIFICATIONS

An experienced local government manager and leader with a proficiency in the following areas:

- Growth Management
- Economic Development
- Customer Service
- Strategic Planning
- Labor Relations/Collective Bargaining
- Sustainability
- Budgeting/Capital Budgeting
- Project Management
- Human Resources
- Media Relations
- Grantsmanship
- Emergency Management
- Airport Management

I am an ICMA Credentialed Manager and savvy leader with a commitment to the principles of Total Quality Management (TQM). I am a proven leader versed in managing change and specializing in dealing with high pressure/demand activities in local government. Further, I am a dedicated team player with city (strong mayor and city manager forms of government) and county experience.

PROFESSIONAL EMPLOYMENT EXPERIENCE

Consultant **July 2021-Present**

I provide consultant services as part of the Gerson Lehrman Group (GLG) network that provides financial and Global information to clients.

City Manager for the City of Brooksville **November 2017- June 2021**

The City of Brooksville is located in central Hernando County and is the County Seat. The 2020 BEBR population estimate had the City at 15 residents short of 9,000 population. The City is comprised of about 12 square miles. As City Manager, I was responsible for the following Departments and major Functions: Fire; Finance; Parks & Recreation; Community Development (including CRA); Public Works; Utilities (including Sanitation); City Clerk; Cemetery; Human Resources; Information Technology; and Business Development. Law Enforcement was provided by the Hernando County Sheriff's Office through contract. The adopted FY 2021

General Fund Budget was $9,737,331 and the City's all funds budget for FY 2021 was $47,754,889.

Accomplishments

- Guided City Council in the decision to contract with the Hernando County Sheriff's Office (HCSO) to deliver Law Enforcement Services. I negotiated the contract with the Sheriff that was favorable to the City. I successfully handled the transition from Brooksville PD to the Sheriff and completed the deposition of police department assets.

- Reorganized 65% of the City to make it more efficient and effective.

- Led Staff efforts with Civics Plus to develop a **new website** for the City.

- Negotiated a new **Collective Bargaining Agreement** with Fire Union Local 4661 in 2020 and successfully guided the modification of a **Fire Assessment** methodology from the Availability Method to the Demand Method.

- In conjunction with the Florida Rural Water Association **developed new water and sewer rates** that were urgently needed and ultimately adopted by City Council.

- Prepared and developed the **Economic Development Strategic Plan** which was adopted by City Council in July 2020.

- Guided the preparation of new "state of the art "**procurement and personnel policy manuals t**hrough City Council.

- Guided the preparation and adoption of a new **compensation/classification plan** through City Council that corrected numerous salary structure problems within the City.

- Upon my arrival in Brooksville, I corrected many problems of the existing financial situation. The City had low reserves, had been overspending and was facing serious budget cuts and tax increases. Through my efforts, I built up reserves, overhauled spending practices and other financial remedies. Ultimately, the City was able to **reduce its millage rate by over 1 mill** during my tenure and City reserves are now at healthier levels.

- Created a new **Capital Improvements Plan** and set up a continuous **Roadway Management Plan** that provides yearly maintenance enhancements of deteriorated roadways.

Town Manager for the Town of Loxahatchee Groves October 2011-September 2014

The Town of Loxahatchee Groves is located in central Palm Beach County and was incorporated as Palm Beach County's 38th municipality on 6/23/06. The Town has a population of 3,185 (2013 Florida BEBR estimate) and comprises 12.5 square miles. The Town conducts its activities as a contract service municipality and I served as Town Manager conducting general management services for the Town through a management company. Specifically, these general management services included general administrative duties, Town Clerk, Finance; Planning and Zoning and Emergency Management. The Town also provided the following services through major contract vendors that I supervised and managed including: Law Enforcement and Fire Rescue via Palm Beach County; Solid Waste Management; Public Works; Code Enforcement; Engineering Services; and Building Services. A number of minor services were also provided including but not limited to Special Magistrate, auditing and debris removal services (with estimated employees of 150-200). The Town had four funds that comprised the Budget. These funds included a General Fund, Transportation Fund, Capital Improvements Fund, and Solid Waste Fund. The adopted budget for the Town's FY 15 General Fund was $2,095,897 and the budget for all funds was $4,873,466.

Accomplishments

- I was presented with the Awards of Financial Reporting Achievement by the Government and Finance Officers Association of the United States and Canada (GFOA) for **preparation of the Comprehensive Annual Financial Reports (CAFR)** for Fiscal Year Ended September 30, 2011; the Fiscal Year ended September 30, 2012; and the Fiscal Year ended September 30, 2013.

- I successfully guided Palm Beach State College through the Comprehensive Plan and development process for the purpose of permitting the College to build their fifth branch campus along with associated commercial development in the Town.

- Working with the Town Attorney, the Palm Beach County Sheriff's Office and other agencies, drafted new legislation and conducted code/police enforcement efforts to resolve a serious illegal equestrian manure dumping problem occurring throughout the Town.

- I led the efforts that implemented the conversion of the Town's wireless computer system and replaced such with new computer hardware and software; creation of a new website; and through a forensic data recovery firm recovered one terabyte of electronic files that were deleted due to mismanagement of the previous management firms.

- **Negotiated and brokered a verbal agreement with the Central Palm Beach County Chamber of Commerce to purchase and/or lease the Chamber Headquarters as the Town's new Town Hall.** At the end of my tenure, the Town Council agreed to move forward and purchase the facility.

- I implemented the Town's first **Capital Improvements Program and Budget.**

- Successfully guided the Town in the completion of construction for the 148th Culvert Bridge Project; the OGEM treatment (Open Grade Emulsified Mix) of ¾ mile sections of North Road; and OGEM resurfacing of Marcella Boulevard, Compton and Bryan Roads.

- Monitored and directed Town recovery activities during Tropical Storm Isaac.

- Served as the Town's Chief Procurement Officer and handled numerous procurements and bids including the bid for Solid Waste Services and the Request for Qualification (RFQ) under Florida CCNA requirements for various Town Engineering Services.

Deputy City Manager for the City of Belle Glade, Florida 2007-2011

The City of Belle Glade is located on the southeastern shore of Lake Okeechobee and is the largest city within the greater glades area of Palm Beach County. The City has a population of 17,107 (2009 Florida BEBR estimate) and comprises 4.65 square miles. The City's adopted total budget for fiscal year 2008-2009 was $26,030,111 and the City had 168 full time employees allocated throughout the various funds. As the Deputy City Manager, I worked under the direction of the City Manager and acted as Chief Executive Officer during the City Manager's absence. As Deputy City Manager, I served as a Chief of Staff for the City Manager, and I was responsible for review and coordination of City Commission business agenda items. I also served as the City's **Airport Manager** and **Emergency Manager**.

In addition to consulting and advising the City Manager about community/program needs, I was the **Project Manager** for several high profile projects including the **Belle Glade Boat Lock Design and the Strategic Business Plan for Belle Glade Airport.** I was also an appointed (by the Belle Glade City Commission) member of the Glades Utility Authority (GUA) Governing Board, an independent water / wastewater service provider to the Glades area. This Board was responsible for all business decisions of the Authority's 24 million dollar utility operation. In **November 2010, I was elected Chair of the GUA Authority Board by members of the Governing Board.**

Accomplishments:

- In conjunction with Palm Beach County Emergency Management, I coordinated the review, preparation and City Commission adoption of the **Continuity of Operations Plan (COOP)** for Emergency Operations.
- I played an instrumental role in the review, negotiations, amendment and City Commission adoption of an Interlocal Agreement with Palm Beach County and the cities of Pahokee and South Bay to create the Glades Utility Authority. This agreement essentially transferred the City's water and wastewater services to an independent utility authority.
- I led the efforts and program to have all City Staff trained in the basic FEMA courses dealing with Incident Command System (ICS) and National Incident Management System (NIMS).
- I handled negotiations with Palm Beach County for the creation of an **Interlocal Service Boundary Agreement (ISBA)** and in conjunction with this effort, prepared and

developed a new application format, procedures, and requirements related to the City's program for future annexation efforts.
- I coordinated the successful adoption and the Florida Department of Community Affairs (DCA) notice of intent compliance finding for the EAR based amendment to the comprehensive plan.
- I was responsible for guiding the adoption of the 2008-2009 Budget through the City Commission as the Acting City Manager and coordinated the completion the **2005-2006 Audit/CAFR t**hat was several years behind schedule.
- On a continual basis, I was responsible for the successful review and coordination of all agenda reports and business items that were presented before the City Commission twice monthly.
- In conjunction with City Staff and the City Attorney, I led the review and negotiation of a tri-party **Interlocal Agreement** with Palm Beach County regarding the **construction of a civic center/branch library** within the City. I further supervised the coordination, permitting and construction inspections of the same.

Acting City Manager for the City of Belle Glade, Florida
September 3, 2008-November 2, 2008

I assumed the duties of Acting City Manager due to the City Manager being discharged.

Development Services Director for the Town of Davie, Florida 1999 to 2007

The Town of Davie known for its open space system and western theme development has a population of over 90,000 and an area of 35.6 square miles. My responsibilities included the administration and supervision of the Town's Planning and Zoning; Building Inspections; Code Compliance; and Engineering Services Divisions. I was responsible for the management of eighty (80) employees and a total department budget of $8,923,309 (FY 06-07). The Department served as staff support to the Planning and Zoning Board, Site Plan Committee, Unsafe Structures Board, and Special Magistrate Code Hearing Process.

Accomplishments:

- Successfully guided the preparation and adoption of the Town's **Housing** and **Transportation Elements** Amendments to the Comprehensive Plan. Florida DCA found the Amendments in compliance.
- Prepared, supervised and guided the adoption of the **Griffin Road Corridor Zoning District.** This mixed-use project was a major planning and design effort resulting from condemnation of Griffin Road Right of Way and the increase of a two (2) lane section into six (6) lanes. New mixed-use developments occurred along the corridor as a result.
- Successfully updated and revised staff planning reports to withstand legal challenges associated with Quasi-Judicial Hearings.
- Updated and revised code compliance mitigation guidelines for fairness and equity.

- Successfully guided the preparation of the **Citizens' Action Plan for the State Road 7 Corridor.**
- In conjunction with my Supervisory Management Team, developed and guided the preparation of the Development Services Department **Strategic Management Plan.**
- Principal author of the Town of Davie **Customer Service Guidelines.**
- Principal author and successfully guided the adoption of the Town's **Cost Recovery Program** related to Development Review Applications.
- Successfully guided and prepared the strategic plan relative to initiatives for **LEED /Green Planning and Sustainability** efforts in the Town.

Director of Growth Management for the City of Hallandale, Florida 1995 -1999

Accomplishments:

- Supervised the preparation of the City's 1995 Evaluation and Appraisal Report (EAR) as required by Florida Statutes. The South Florida Regional Planning Council review staff promoted the Report as a model for other cities to use.
- Prepared, supervised, and implemented a City-wide strategic improvement program/plan- **A Comprehensive Approach to Code Enforcement.**
- Successfully amended, reformatted and guided legislation adopting a **Minimum Property Maintenance Occupancy Code** through the City Commission. The Project had languished for over 8 years prior to my involvement.

Community Development Director for the City of Titusville, Florida 1991-1995

Accomplishments:

- Successfully completed the **City's Land Development Regulations** and guided this legislation as well as **City-wide Administrative Rezonings** through the City Council in accordance with State Law.
- Supervised the completion of **Titusville Commons Parking Facility and Sylvan Park Community Center.**
- Guided the successful completion of the planning phases for the **Space Walk of Fame Riverwalk Project.**

Planning and Development Director for the City of Greenacres, Florida 1984-1991

Accomplishments:

- Successfully guided the passage of legislation that amended the majority of the Zoning Ordinance, initiated growth control measures and administratively rezoned the majority of the City.
- During my tenure, I was responsible for the review and site planning of over **1 million square feet of commercial and shopping center development.**

- Successfully completed the City's Comprehensive Plan pursuant to the 1985 Growth Management Act. The Plan was completed almost entirely in-house.

Planning and Management Consultant, Diversified Planning Consultants, Lake Worth, Florida 1985-1991

Senior Planner in the Current Planning Division of the Sarasota County Planning Department 1982-1984

Assistant Executive Director for the City of Wilkes-Barre, Pennsylvania Department of Planning and Development 1978-1982

Research Analyst for the City of Wilkes-Barre, Pennsylvania Department of Planning and Development 1977-1978

SPEECHES AND PRESENTATIONS

- Presentation on "**Local Government and Private Consultants Working Together"** at the 2007 Florida Planning and Zoning Association Annual State Conference.
- Presentations on "**Visions and Realities; Let's Make a Deal" Rethinking Redevelopment in a Changing Market** at the 2007 Broward Alliance Redevelopment Conference.
- Presentation on **"Linking Land Use-Plans and Regulations"** Classroom on Wheels seminar series, Sarasota Vocational Center.
- Speech on **"Small City Planner's Perspective on Doing the Comprehensive Plan In-House"** at the Florida League of Cities seminar on Comprehensive Planning-The Nuts and Bolts Problems.
- Speech on **"Architectural Review and Community Appearance Boards"** at the Florida Planning and Zoning Association Annual Conference.
- Numerous other presentations before various organizations bodies and social clubs.

ADDITIONAL COMMUNICATION SKILLS

Holder of a 3rd class Radiotelephone Broadcast License through the Federal Communications Commission

EDUCATION

Master of Public Administration with Honors, Florida Atlantic University
Master of Regional Planning, The Pennsylvania State University
Bachelor of Arts in Urban Affairs, Wilkes College (currently Wilkes University)

Continuing Education:

The Certificate in Public Sector Human Resource Management

The Certificate in Internal Investigations, Council on Education in Management in Association with the George Washington University, School of Business and Public Management
Certificate in Process Management, University of Florida Leadership Development Institute
Certificates from the Emergency Management Institute, FEMA in the following study courses:

IS-00100.a	Introduction to the Incident Command System, ICS-100
IS-00100.PWa	Introduction to the Incident Command System ICS-100 for Public Works
IS-00200.a	ICS for Single Resources and Initial Action Incidents, ICS-200
IS-00700.a	National Incident Management System (NIMS) and Introduction
IS-00800.b	National Response Framework, Introduction
G-300	Intermediate Incident Command for Expanding Incidents
G-400	Advanced ICS for Command and General Staff: Complex Incidents

Certificate of Achievement from the National League of Cities Emergency Management Training Program PER-284 Crisis Leadership for Local Officials NLCI

OTHER EDUCATION AND TRAINING

Numerous Certificates and Educational Units obtained can be furnished upon request.

PROFESSIONAL AFFILIATIONS

- Governing Board Member- Glades Utility (GUA) –Independent Governmental Authority responsible for providing water/wastewater services for the cities of Belle Glade, Pahokee, and South Bay, and the unincorporated areas of Palm Beach County (Glades area) 2009-2011. **I was elected Board Chair in November, 2010.**
- American Planning Association
- American Institute of Certified Planners, Certification No. 4501
- International City/County Management Association (member number 247890)
- Florida City and County Management Association
- Palm Beach City County Management Association
- Florida Chapter of the American Planning Association
- Society for Human Resource Management
- Florida Government Finance Officers Association
- Urban Land Institute
- Davie/Cooper City Rotary Club, member 1999-2007, Board of Directors member 2006-2007
- Town of Davie, Elected member, Board of Trustees, Management & General Employees' Pension, 2007
- Brooksville Kiwanis Club member and member of Board.

HORACE A. McHUGH, ICMA-CM

Horace.McHugh@gmail.com Cell: (954) 940-1972

October 20th, 2025

Odet Izquierdo, Acting City Clerk
City of Westlake, Florida
publicrecords@westlakegov.com

Re: Recruitment for City Manager – City of Westlake

Dear Ms. Izquierdo:

Attached is my application package, which is being submitted for consideration for the position of Westlake's City Manager. The package summarizes my relevant thirty-three (33) years of municipal experience, which includes twenty-one (21) years at the executive-level as Chief Administrative Officer-City Manager (CAO), Deputy City Manager, and Assistant City Manager in various South-Florida municipalities.

My background has provided me with tremendous experience in executive municipal services, addressing financial planning, infrastructure planning, strategic planning, organizational development, quality-of-life enhancement, and business engagement. This includes the startup of a newly incorporated city, where I had the responsibility for building several key administrative departments.

I have ~~significant experience~~strong proficiency~~–~~ with the oversight of outsourced services, including law enforcement, fire-rescue, community development, building services, code compliance, economic development, solid waste and community redevelopment. My background also includes strong financial leadership, with experience in infrastructure financing, bond rating, budgeting in periods of economic prosperity and recession, and private sector banking.

My experience includes the oversight of internal service and operational departments, and hands-on experience in some of the key, larger departments. While these services are provided by contract to Westlake, my knowledge in these areas will enhance my ability to manage the outsourced services in a manner that is thoughtful, deliberate and in the best interests of the City.

I am a Credentialed Manager with the International City/County Management Association (ICMA) and have maintained active memberships in its local affiliates for more than thirty (30) years. I am also a past president of Florida City County Management Association (FCCMA) and currently serve on its state-wide Ethics Committee.

My extensive background and skills will allow me to work collaboratively with the City Council, community and service providers to develop valuable, long-term contributions that accrue to the benefit of Westlake's residents, businesses and visitors.

As Westlake continues to chart its progress as a new municipality, it would be my honor to serve the community as its next City Manager. It would be my privilege to be a part of the growth, development and transformation that the community desires and to be an active contributor to the City's sustainability. I look forward to your kind consideration.

Sincerely,

Horace A. McHugh, ICMA-CM

Bio of

Horace McHugh, ICMA-CM

(10/2025)

Horace McHugh's municipal career spans over 33 years in South-Florida cities, including 21 years at the executive level. His municipal service includes: Chief Administrative Officer (CAO) for the city of Plantation; Deputy City Manager for the cities of Deerfield Beach and Coral Springs; Interim City Manager & Assistant City Manager for the city of North Miami Beach; Assistant City Manager for the cities of Oakland Park and Miami Gardens; and Assistant to the City Manager in Fort Lauderdale. During this period, he also provided municipal consulting services to the cities of Tamarac and Cooper City.

He has significant experience in directing the strategic, administrative and operational components of municipal operations. His experience includes a focus on fiscal oversight; infrastructure planning; capital project implementation; and managing daily operations. A unique highlight of his career was his startup of several key administrative departments for a newly incorporated city and building its 525-member staff (including creating its 225-member police department).

Horace holds MBA & BBA degrees in Finance from Pace University, NY and is a Credentialed Manager with the International City/County Management Association (ICMA)'s Credentialing Program. He is also a graduate of the ICMA Senior Executive Institute, at University of Virginia's Darden Business School.

His professional affiliations include the Florida City/County Management Association (FCCMA), where he is a Past President of the statewide association and currently serves on its Ethics Committee. He is also an active member of International City/County Management Association (ICMA); Miami-Dade City/County Management Association (MDCCMA); and Broward City/County Management Association (BCCMA).

His civic activities include serving as Treasurer of St. George's College Alumni Association. He previously served as Treasurer of the Greater Caribbean-American Chamber of Commerce; President of Leadership Broward; and Board Member of the Broward Partnership for Homeless.

HORACE A. McHUGH, ICMA-CM

Horace.McHugh@gmail.com Cell: (954) 940-1972

CAREER SUMMARY

Experienced public administrator with over thirty-three (33) years of municipal experience, including twenty-one (21) years as a senior executive, directing administrative, operational, and strategic activities; demonstrating strong leadership, management skills and a broad knowledge of municipal functions.

PROFESSIONAL EXPERIENCE

Deputy City Manager **6/2022 to 6/2025**
City of Deerfield Beach, Deerfield Beach, Florida
Population:87,325; Employees:401FT/99PT; Budget:$376MM; General Fund:$165MM

- Supported the City Manager in framing the strategic direction of the City; development of policy and long-range plans; oversight of daily operations/projects; development and implementation of the capital and operational budget.
- Directed the development of the Annual Budget, the 5-year $227M CIP, and the completion of the ACFR, during the vacancy of the CFO and Assistant Finance Director.
- Coordinated the development of long-term operational and capital plans, funding strategies and multi-year rate recommendations for the three major enterprise funds (Water, Stormwater, Solid Waste) to ensure fiscal health, auditor compliance, regulatory compliance, and implementation of critical infrastructure projects.
- Provided strategic input in critical policy matters, such as conversion of Stormwater billing to non-ad valorem; fleet replacement plan for Solid Waste equipment; executive compensation; pay & classification study; and the recruitment for hard-to-fill positions.
- Coordinated executive recruitment for several directors/assistants and provided key leadership to the departments during vacancies of their executive leaders.
- Coordinated the response to concerns in the Auditor General's (AG) operational audit and prepared corrective actions to address findings.
- Collaborated with multiple departments to initiate the Downtown Redevelopment and Town Center initiative, including receiving proposal for needs assessment, and partnership with ULI to engage community input.
- Coordinated the implementation of the $3.5 million Enterprise Resource Program (ERP) to replace existing financial software and generate process improvements, with anticipated go-live for two (2) modules in FY25.
- Finalized the development of the 5-year Strategic Plan and the City's Core Values.

Interim City Manager & Assistant City Manager **1/2020 to 9/2021**
City of North Miami Beach, North Miami Beach, Florida
Population:42,900; Employees:365FT/160PT Budget:$167MM; General Fund:$65MM

- Lead the organization through a transition period that included: departure of the City Manager and recruitment of a replacement; on-boarding of an Interim City Attorney; developing Solid Waste operational alternatives; labor negotiations; recruitment of key directors; and appointment of police chief.
- Provided executive support in leading the organization through a pandemic; insourcing the water utility operations; census community outreach; ransomware attack; and other major operational and policy challenges.
- Supervised and provided strategic direction to the departments of: Building; Economic Development & CRA; and Development Services (Planning, Zoning & Code).
- Guided the development of a CRA 5-year Strategic Financial Action Plan and Incentive Programs, designed to spur redevelopment and growth of the CRA's tax base.

Deputy City Manager **2/2019 to 1/2020**
City of Coral Springs, Coral Springs, Florida
Population:130,000; Employees:873FT/200PT Budget:$298MM; General Fund:$134MM

- Supervised and provided strategic direction to the departments of: Budget & Strategic Planning; Public Works & Utilities; Building; Economic Development & CRA; Development Services (Planning, Zoning & Code); Communications & Marketing, and ensured that departmental activities were aligned with city's strategic goals.
- Merged CRA with Economic Development Department, as a means of providing greater support and efficiencies in both areas and generating cost savings.
- Developed a comprehensive Stormwater Management Plan and obtained adoption of a Stormwater Fee to fund the Plan. Obtained $2.8M in related grants.
- Guided the five-year financial model used to project future actions with millage, rates, expenditures, capital and future planning.
- Provided general policy guidance for development of an early retirement program; employee compensation study; restoration of a historical bridge; solid waste contract extension; city hall security hardening; and economic development study.

Chief Administrative Officer/CAO (City Manager) **4/2015 to 2/2019**
City of Plantation, Plantation, Florida
Population:92,000; Employees:800FT/200PT; Budget:$225MM; General Fund:$151MM

- Directed the preparation and administration of the City's operating & capital budgets, major policies, long range plans, strategic initiatives, departmental operations, and labor relations, based on general direction from the Mayor and Council.
- Initiated a $60 million capital bond process, including: community outreach, bond marketing, bond validation, bond ratings, bond sale, project design and construction.
- Initiated revision of the land development codes, area studies, safe neighborhood district studies, and concept plans.
- Served as Recovery Director in charge of the $21 million hurricane debris removal and oversaw the $18.5 million reimbursement from FEMA.
- Initiated business development, business attraction, relocation incentives, and project development activities.
- Oversaw classification/compensation study for staff and the pay adjustments to achieve salary equity; and executive recruitment, including recruitment of 6 directors.

Assistant City Manager **11/2008 to 4/2015**
City of Oakland Park, Oakland Park, Florida
Population:43,000; Employees:286FT; Budget:$97.9MM; General Fund:$43.8MM

- Directed the daily activities of city departments (including organizational effectiveness and process improvement), based on general direction from the City Manager.
- Directed the preparation and administration of the City's operating and capital budgets, strategic plan, business plan and annual project initiatives.
- Provided oversight of labor relations, including four bargaining units, the Civil Service group and contract employees.
- Developed a $27MM water-sewer improvement program replacing 80,000 lineal feet of substandard lines; initiate design, permitting and construction.
- Established strong bond rating (AA-) from Fitch and Standard & Poor's rating agencies.
- Secured $27MM financing from sale of municipal bonds to fund capital improvements.
- Achieved national accreditation of the Parks & Leisure Department, meeting 143 of the 144 standards of measure.

Assistant City Manager **3/2004 to 11/2008**
City of Miami Gardens, Miami Gardens, Florida
Population:110,000; Employees:525FT; Budget:$152MM; General Fund:$71MM

- As the city's first Assistant City Manager (and fifth employee), provided executive support in developing policies, service levels, establishing priorities, negotiating contracts, addressing revenues, financial issues, Council liaison and community interaction.
- Established and provided line responsibility for the following departments: Financial Controls; Purchasing; Human Resources & Risk Management; Information & Technology; Fleet & General Services; and Events & Media Relations.
- Member of Executive Team responsible for setting up the financial structure; securing over $33MM in grant funding; obtaining CDBG designation for the city; adopting the city's first CDMP, Town Center Plan, Park's Master Plan and Strategic Plan; implementing the city's first bond sale; and initiating the startup of a 225+ member police force.
- Recruited the executive staff; developed Personnel Procedures; established health insurance; implemented electronic HR system, claims & liability processing.
- Developed the data network, phone & voicemail network, security alarm & access control, website and audio-visual systems.
- Acquired the $6.1MM cars, trucks and heavy equipment used by the city and the required replacement schedule, maintenance, servicing and fueling requirements.
- Developed a centralized Purchasing Division, participating in state & co-op contracts, providing business outreach and developing preferences for local vendors.
- Established Accounting & Financial Controls, which included accounts payable, accounts receivable, cash handling, processing of payroll and retirement.
- Developed the Communications, Special Events & Media Relations areas, including: newsletter, special events, festivals, website publication and media relations.
- Managed property acquisition, relocation of City Hall, design and construction of expansion facilities, lease and property maintenance.
- Implemented equipment and connections for setting up a new 24/7 Police Department, including phone & data network, mobile laptops, and other communications devices.
- Implemented $1MM Voice over Internet Protocol phone system over city facilities.
- Implemented a $1MM financial software system, necessary to support the general ledger, parcel & permits, payroll, human resources and other systems.
- Produced annual 2-day, $1MM international jazz festival, attracting 25,000 attendees.

Assistant to the City Manager **3/1992 to 3/2004**
City of Fort Lauderdale, Fort Lauderdale, Florida
Population:170,000; Employees:2,500; Budget:$601MM: General Fund:$415MM

Fire-Rescue Department **2001 to 2004**

- Acquired daily experience in the administration of the Fire-Rescue Department.
- Oversaw the agency's "accreditation" designation by Commission on Fire Accreditation International (CFAI), by conducting a self-assessment of the department's operations (governance, administration, staffing, equipment, facilities, etc.).
- Administered the imposition of the department's annual $9.9M Fire Assessment fees.
- Initiated & oversaw $40MM construction & facility improvements to the 13 fire stations.
- Project manager for the $130MM public safety bond initiative to address capital needs of the Fire-Rescue and Police Departments.
- Developed comprehensive 10-year replacement and funding plan for the Fire-Rescue department's equipment and $9MM apparatus needs.
- Increased revenues through delinquent EMS Transport billing procedures, EMS Transport fees and Fire Assessment rate adjustments.

Public Services Department **1999 to 2001**

- Acquired daily operational experience in Public Works & Utilities, including infrastructure repairs; capital planning; facilities expansion; establishing utility rates; water-wastewater treatment; distribution & collection systems; environmental services; engineering and architecture.
- Project manager for comprehensive hazard assessment required by US EPA, to address regulated chemicals used in our utility treatment facilities.
- Project manager for comprehensive analysis of the maintenance and operation of the sewer systems (pump stations, equipment, plants, etc.), as required by US EPA.
- Implemented a $7.5MM utility meter replacement program for 60,000 meters, generating a 15% utility revenue enhancement.
- Developed stabilization plan and managed the $275,000 redevelopment of a 100-year-old, abandoned, historic, community cemetery.
- Implemented a Community Transit Program, which involved 9 routes and 30,000+ annual riders, to areas of the city underserved by the county's Mass Transit system.

City Manager's Office **1992 to 1999**

- Performed strategic planning, policy formulation, citizen response and administration of interdepartmental projects.
- Established and operated a Homeless Safe Zone and worked with the County, business and residential communities to establish a regional Homeless Assistance Center.
- Organized public and private sector efforts to implement bus shelters, park & ride services, downtown circulators, week-end shuttles and other Downtown traffic mitigation & received $1.7MM operating grant to assist in funding.
- Conducted pay equity study for 150 unionized job classes (representing 950 employee positions) as well as employee assessments, position audits and grievance deliberations for personnel in both the management and professional categories; Developed alternative, innovative and cost-effective strategies for service delivery, as a member of cooperative labor-management team.

Bank Manager, Division Supervisor, Funds Control Clerk **5/1980-8/1991**
Manufacturers Hanover Trust Bank, New York, NY

- Managed the daily department's operations (2,500 transactions, $6BB, 25 employees), performing International Fund Transfers, Electronic Wire Transfers, and daily overnight investments in international oversees accounts.

EDUCATION

- Senior Executive Orientation (SEO) Program – Leadership Broward Foundation
- ICMA Senior Executive Institute – Univ. of Virginia's Darden Business School, Va.
- Credentialed Manager – ICMA Credentialing Program
- MBA - Financial Management, Pace University, New York, NY
- BBA - Corporate Finance, Pace University, New York, NY

PROFESSIONAL AFFILIATIONS

- ICMA - ACAO Committee, Ethics Committee, Conference Planning Committee
- FCCMA-Ethics Committee, Past President, President, Secty/Treasurer & Board Member
- Broward City & County Management Association (BCCMA)
- Miami Dade City & County Management Association (MDCCMA)
- Leadership Broward Foundation, Inc. (LBF) & Leadership Fort Lauderdale (LFL)

November 3, 2025

City of Westlake

I am replying in reference to the advertisement for the City Manager/Chief Administrative Officer position. I have been a proud Palm Beach County resident and have resided just South of Westlake for many years now- back when Seminole Pratt was two lanes and there were no streetlights. We are very happy to see the development.

While the incorporation was successful due to the Seminole Improvement District (SID) and Mintos support, I believe Westlake needs to establish its own identity going forward and applaud your efforts to start that process and hope that I can help with those efforts. From the local newspaper, I read that Lynne Ladner was selected as the new SID Manager. That is terrific news as Lynne has been an officer in the Palm Beach County Chapter of the FCCMA as well as the Town Manager at Ocean Ridge and several other locations so she brings a lot of City experience and insight to the process.

Local government experience in Florida includes Palm Beach County, several Cities, and special districts so I am very familiar with local government operations both small and large. Virtually every state has different laws, development regulations, processes, conditions, etc.so Florida experience would be extremely helpful to hit the ground running. **I am a current member of FCCMA, member of the Palm Beach County FCCMA Chapter, and eligible for ICMA membership and the credentialing program. I am also a Retired Air Force Officer with both a Bachelor's and a Master's degree in business administration.**

As you are looking for your first City Manager, I would like to point out that I am the first appointed City Manager for the City of Moore Haven. The City's Charter states both the City Clerk and City Manager are charter officers and are appointed and report directly to the City Council. The City only operated with a City Clerk for over 35 years, however when the City Clerk left on short notice the City was left in quite a jam. From a look at the records, everything had been on autopilot for some time. They hired a new City Clerk that did not have any government experience, and I was recruited to come over to get things going. We have made tremendous progress basically building everything, updating systems, processes, Code, Zoning, Economic Development, legislative and grant requests, Utility upgrades, etc.

Westlake's incorporation was certainly a unique situation and I would like to point out a unique experience I had with standing up a new organization. Palm Tran Inc. was formed as a 501c to become the transit department for the County to replace a previous contract operation (COTRAN). Operating as the transit department, Palm Tran Inc. also reports directly to the Board of County Commissioners much like the Solid Waste Authority. Palm Tran was formed to provide a grid connecting system to replace the point-to-point system under the previous contract operation. To handle this expansion required increasing staff from 200 to over 500 almost overnight, new union

representation, constructing a new Main Facility and a South County location, new buses, an explosion in new paratransit operations and services that occurred almost overnight. Was able to get multiple grants from the FTA for the expansion efforts.

The "government light" concept is crucial to many different types of operations and functions. You are paying for just what you need, not for additional overhead you do not need. From what I have seen from Westlake's experience, the experienced and professional contract workers from SID helped the incorporation go smoothly and saved funding in the long run. Currently we have a contract Planner, Building Official, Engineer, Magistrate (Code), and contract with Glades County for police and fire services. In addition, this includes several organizations that employed professional contract personnel. I have worked with the Palm Beach County Sheriff's contract at several locations and was instrumental in Greenacres moving to a contract with the Sheriff as the most cost effective and efficient services. At home we receive Fire and EMS services under the County's Fire MSTU just as Westlake does.

I have been responsible for developing financial statements that were submitted and maintained yearly for the Certificate of Achievement for Excellence in Financial Reporting (COA) Program and responsible for developing and maintaining budgets awarded under the GFOA's Distinguished Budget Presentation Award Program**. I would also recommend that for Westlake we look at the GFOA's Popular Annual Financial Report (PAFR) as it is a concise, user-friendly summary of the City's financial activities and health over the last year with year-to-date analysis. It can provide residents with a transparent view of where their tax dollars are going and the resulting impact.**

At Moore Haven, through both legislative delegation requests and grant portals, we have been successful in getting $35 million in funding from the State for septic to sewer conversions, $15 million for Lift Station upgrades, and over $15 million for expansion and upgrades to the Water and Wastewater Treatment Plants. For needed economic development, City enacted new Zoning and Future Land Use Changes creating a new Downtown Marina District to help promote and develop the City's Marina. From that Zoning change, the City was able to get an Economic Development Grant of $5 million to do street reconstruction, drainage upgrades along with pavers and City's logo at the intersections that give a distinctive streetscape theme. Due to the zoning changes, a developer recently purchased a 9-acre parcel in the Marina with a focus on a creating a "Recreation Destination" around the many opportunities that are available.

While with the City of Belle Glade we received upwards of $30 million through the legislative and grant process for road resurfacing, drainage, and related projects from FDOT, FDEP, Florida Inland Navigational District and others. Since the City did not have an in-house Engineer, I served as the Project Manager for these projects. **With State's approval of the new lease for the Belle Glade State Municipal Airport it has received or projected to receive more than $40 million for projects from the Florida Department of Airports.** During this time, I was part of the team that put the

City in the best financial position ever with 100% of the annual budget in the Fund Balance reserves (rainy day fund).

I arrived at the City of Palm Bay during the housing boom with the City issuing over 500 single family permits a month as the City was doing major annexation to the South. **Building permits were recorded in the General Fund and since the building permit funds are restricted to use, we created an Enterprise Fund so allowable costs could be allocated, helping offset the impact on the General Fund. Also, fleet purchases were being budgeted through the annual budget process. We created a Fleet Services (Internal Service) Fund, went through all departments to determine where all vehicles were in their useful life and determined an annual lease charge. To fund the startup for immediate needs, restricted cash balances in some Utilities accounts were reclassified to unrestricted status with a loan to Fleet Services. Debt service schedules were developed to pay the loan with a market interest rate to the Utilities so there was not a negative impact to the Utilities.**

Another unique experience was with the Lehigh Acres Fire Control and Rescue District. Through a highly contested but successful voter referendum, the District completed the full transfer from an ad valorem tax base to a 100 percent Non-Ad Valorem Assessment base. This was the first for an Independent Fire District in Florida. The Special Fire Assessment allocates charges based on use- Residential, Commercial, Industrial, vacant land etc. not millage based on property values that can vary tremendously. Was awarded two SAFER (Staffing for Adequate Fire and Emergency Response) grants of $25M from FEMA during this time. **Palm Beach County Fire has floated the idea through several organizations like the PBCLOC to look at moving from the current MSTU to Fire Special Assessments although it will take political support for it to happen.**

To expand on my Air Force experience, my last two assignments were to two Major Air Commands- Military Airlift Command and later Tactical Air Command. These would be similar to a Corporate Headquarters. The biggest responsibility was the transfer to contract operations wherever possible and keeping the public aware of funding needs, current programs, in addition to upcoming programs and projects. Required contact with other Commands, Air Staff, and as needed. Completed several overseas tours including Southeast Asia (3), the Azores, and served in Texas, California, South Dakota, Florida and South Carolina.

In closing, have all required FEMA certifications and personal experience with Hurricanes Hugo, Frances, Jean, Wilma, Irma, Ian, Milton, and many others along with numerous tropical storms. There are many Florida initiatives in process now: the Basin Management Action Plan (BMAP), Resiliency Planning, Mitigation, etc. Florida experience is extremely helpful with these programs and associated funding.

Sincerely,

Larry Tibbs

LARRY TIBBS

16789 E. Cheltenham Dr
Loxahatchee, FL 33470
561-309-1307/let5159@yahoo.com

EDUCATION

M.A., Business Administration, Central Michigan University, Mt. Pleasant, MI
B.S., Business Administration, Golden Gate University, San Francisco, CA

EXPERIENCE

CITY OF MOORE HAVEN, FL City Manager (2021 to present)
First Appointed City Manager. Provide full array of governmental services and enterprise funds. Responsible for Administration, HR, Finance, Budget, Purchasing, IT, Planning, Community and Economic Development/CRA, Permits, Five-Year Comprehensive/Capital Improvement Program, Code Enforcement, Public Works: Water (including WTP), Sewer (including WWTP), Electric, Warehouse, Sanitation, Stormwater, Parks, Streets, Risk (Self Insured Pool) and Grants

CITY OF BELLE GLADE, FL (2016 to 2021)
Asst City Manager (ACM). Responsible for Finance, Administration, Budget, Treasury, Purchasing, IT, Grants, Economic Development/CRA, Five-Year Comprehensive/Capital Improvement Program, Belle Glade State Municipal Airport, Belle Glade Municipal Golf Course, Torry Island Campground. Risk (Self Insured Pool) and Grants.

LEHIGH ACRES FIRE CONTROL/RESCUE DISTRICT (Special District), FL
Asst Chief/Director of Administration/Finance/HR/IT (2013 to 2016)
Recruited for experience with Non Ad Valorem Assessment programs. Using recent legislation and through a successful voter referendum, the District completed the full transfer from an Ad Valorem tax base to a 100 percent Non Ad Valorem Assessment base to add financial stability and equalize charges by service level- residential, commercial, industrial, etc. Became the first Independent Fire District to accomplish this. Received two Staffing for Adequate Emergency Response (SAFER) grants to ensure service levels were maintained.

PALM TRAN Inc. (Transit Department) - PALM BEACH COUNTY, FL
Asst Exec Director-Administration, Finance, Contracts, and Human Resources/Risk Mgt.
>Recruited for transition from a Contract Operation- COTRAN (Florida Transit Mgt, Inc.) to start-up of PALM TRAN Inc. Through two FTA grants, constructed the Main Facility and a Delray Beach facility. Led the agency's growth to almost 500 employees overnight and the transfer of union (ATU) oversight from the NLRB to PERC to reflect the agency's new status.

CITY OF PALM BAY, Palm Bay, FL
Asst City Manager/Budget Director
>Responsible for planning and funding efforts for growth- 500 Single family permits month
>Developed, executed, and reported for City's annual $150 million operating and capital budget, and developed five-year annual capital improvement program of $500 million.
>Assisted major utility expansion including water and wastewater plants and infrastructure analysis for this fast-growing city (issuing 500 single-family permits a month), and grant administration/reporting.

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Also: CITY OF DELRAY BEACH (First Stop in Florida, $35M Bond issue for CRA Atlantic Ave Project, and assisted with All-America City Award) **and CITY OF GREENACRES, F**

MILITARY SERVICE – US AIR FORCE

HQ Air Combat Command, Langley AFB, VA (Formerly Tactical Air Command)- Converted to the Defense Finance and Accounting Service
Deputy Director
Led efforts within the 30 major Air Combat Command installations and Headquarters to transfer all services to a new consolidated Department of Defense Finance and Accounting Service (DFAS) structure. This included transferring to a contract/consolidated operation from a previous predominantly military and civil service operation for these installations. Coordinated and reported status with Federal Office of Personnel Management and other Federal levels as needed. Liaison to Air Staff and Defense Department as necessary.

HQ Military Airlift Command, Scott AFB, IL, Airlift Operations (Large Enterprise Fund)
Chief, Management Division
> Responsible for operations and staffing at 14 major Air Force installations employing a network of over 2,100 people with annual operating funds of $8 billion (then).
> Directed headquarters (corporate) staff, consolidated financial reporting for the command, prepared and reviewed training and support to over 175,000 people with operations worldwide.
>Provided reporting to Command Staff, Air Staff and other Federal levels as needed.

OFFICE OF INSPECTOR GENERAL, HQ Military Airlift Command, Scott AFB, IL
Chief, Financial Inspection and Total Quality Improvement Team
> Conducted financial and operational assessments to assess the effectiveness of management for resources more than $8 billion (then).
> Implemented total quality management and process improvement programs at 14 major installations. Provided reports and meetings with Command staff, Air Staff and Department of Defense as required.

ACCOUNTING AND FINANCE OFFICE, Charleston, AFB, SC
Chief, Finance and Administration, Budget and Public Affairs Officer
> Supervised an office of 200 military and civil service employees accounting for $800 million annually providing administration, finance, budget, payroll, financial reporting and accounting services for a 24/7 airlift operation.
> As the Eastern Gateway, the Wing supported the Embassy and State Departments located in South America and Africa in addition to normal support and operations.

Lajes Field, Azores Portugal, three Additional Overseas Tours, Florida, Texas, California and South Dakota

,

Eastern Airlines, Miami, Florida
>Selected for one-year exchange program between Eastern Airlines and the Air Force as a management analyst at the corporate headquarters in Miami, FL

File Attachments for Item:

C. Consideration and Approval of Fireworks Display Contract with Zambelli Fireworks Manufacturing Co. for July 4, 2026

Submitted By: Administration

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By: Administration**			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	Consideration and Approval of Fireworks Display Contract with Zambelli Fireworks Manufacturing Co. for July 4, 2026				
STAFF RECOMMENDATION: **(**MOTION READY)	**Motion to approve and authorize the Mayor to execute the fireworks display contract with Zambelli Fireworks Manufacturing Co. for the July 4, 2026 Independence Day celebration.**				
SUMMARY *and/or* JUSTIFICATION:	The City of Westlake annually hosts an Independence Day fireworks display and proposes a contract with Zambelli Fireworks Manufacturing Co. for the July 4, 2026, event. The total contract amount is **$55,125.00**, representing an **increase of $5,125.00** over the prior year due to increased operational and industry costs. Approval of this item will allow the City to proceed with planning and execution of the 2026 Independence Day celebration.				
SELECT, *if applicable*	**AGREEMENT:**	X	**BUDGET:**		
	STAFF REPORT:		**PROCLAMATION:**		
	EXHIBIT(S):		**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*					
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):*				$55,125.00	

ZAMBELLI FIREWORKS MANUFACTURING CO.

THIS CONTRACT AND AGREEMENT (this "Contract") is made effective as of **this 21st day of November, 2025**, by and between:

Zambelli Fireworks Manufacturing Co. of Cranberry Township, Pennsylvania (hereinafter referred to as "Zambelli"),

-AND-

City of Westlake, FL

(hereinafter referred to as "Client").

WHEREAS, Zambelli is in the business of designing and performing exhibitions and displays of fireworks; and

WHEREAS, Client desires that Zambelli provide an exhibition and display of fireworks for Client's benefit pursuant to the terms and conditions hereof, and Zambelli desires to perform an exhibition and display of fireworks for Client's benefit pursuant to the terms and conditions hereof.

NOW, THEREFORE, in consideration of the mutual agreements herein contained:

Zambelli, intending to be legally bound, agrees as follows:

1. Zambelli agrees to sell, furnish and deliver to Client a fireworks display (hereinafter referred to as the "Display") to be exhibited on the display date set forth below (hereinafter referred to as the "Display Date"), or on the postponement date set forth below (hereinafter referred to as the "Postponement Date") if the Display is postponed as provided herein, which Display Date and Postponement Date have been agreed upon at the time of signing this Contract.

Display Date: July 4, 2026 Postponement Date: _____

2. Zambelli agrees to furnish the services of display technicians (hereinafter referred to as "Display Technicians") who are sufficiently trained to present the Display. Zambelli shall determine in its sole discretion the number of Display Technicians necessary to take charge of and safely present the Display.

3. Zambelli agrees to furnish insurance coverage in connection with the Display for bodily injury and property damage, including products liability, which insurance shall include Client as additional insured regarding claims made against Client for bodily injury or property damage arising from the operations of Zambelli in performing the Display provided for in this Contract. All those entities/individuals appearing as an additional insured on the certificate of insurance shall be deemed an additional insured per this contract. Such insurance afforded by Zambelli shall not include claims made against Client for bodily injury or property damage arising from failure of Client, including through or by its employees, agents and independent contractors, to perform its obligations under this Contract, including without limitation those set forth in paragraphs 5 and 6 below. Client shall indemnify and hold Zambelli harmless from all claims and suits made against Zambelli for bodily injury or property damage arising from failure of Client, including through or by its employees, agents and independent contractors, to perform its obligations under this Contract, including without limitation those set forth in paragraphs 5 and 6 below.

Client, intending to be legally bound, agrees as follows:

4. Client agrees to pay Zambelli the sum of **$55,125*** (hereinafter referred to as the "Purchase Price"), fifty percent (50%) of which is due upon signing this Contract and the balance of which is due at noon three (3) days prior to the Display Date. All credit card payments will be subject to a 3.9% surcharge. Zambelli reserves the right to add to Client's invoice an equitable transportation surcharge in the event of any material increase in transportation costs (including the cost of fuel and third party shipping costs) to Zambelli after the date of this Contract. The pricing outlined in this contract does include any tariff-related fees or cost increases associated with the importation of fireworks or related materials. Due to ongoing uncertainties and potential changes in U.S. trade policy, Zambelli reserves the right to add an equitable "tariff surcharge" to the contracted price to cover actual costs associated with the importation of fireworks. This "tariff-surcharge" shall not exceed 20% of the contracted price. In addition, Client agrees to pay a postponement fee of fifteen percent (15%) of the Purchase Price plus Additional Third Party Charges (as defined in paragraph 11 below) if the Display is fired on the Postponement Date,

or twenty-five percent (25%) of the Purchase Price plus Additional Third Party Charges if the Display is fired on a date other than the Display Date or the Postponement Date ("Alternate Date"). The Alternate Date must occur within six months of the original Display Date at a time agreeable to both Zambelli and the Client. Generally, Alternate Dates will not include the period from June 28th through July 7th. This Checks shall be made payable to Zambelli Fireworks Manufacturing Co., unless otherwise authorized in writing by Zambelli. NO CASH shall be paid to any agent or employee of Zambelli, unless otherwise authorized in writing by Zambelli. There shall be no refund of the Purchase Price due and payable under this paragraph 4, except as specifically provided in paragraph 11 below.

5. Client agrees to meet all deadlines outlined in the Design and Production Provisions, which has been provided to Client, including but not limited to the following:

(a) Client must select a suitable place for the Display, including a firing and debris zone reasonably acceptable to Zambelli (hereinafter referred to as the "Display Area") and submit such selection to Zambelli no later than sixty (60) days prior to the Display Date. The Display Area shall adhere to or exceed applicable National Fire Protection Association ("NFPA") standards including the Zambelli guideline that the Display Area have a radius of at least 100 feet per inch (or as mutually agreed to between Zambelli and Client) of the largest diameter pyrotechnic from the firing site in all directions to any parking area, spectators, inhabited buildings, public roads, or active railroad. Client shall submit a site map (attached hereto as Exhibit A) to Zambelli accurately representing the physical characteristics of the Display Area as pertains to NFPA and Zambelli guidelines. The content of the Display may be limited by the selection of the Display Area due to the requirement to provide sufficient safety zones.

(b) Zambelli will secure all Fireworks permits necessary for the Display as required, including but not limited to police, local, and state permits, and arrange for any security bonds or insurance as required by law. In addition, Zambelli will notify and obtain permission from the FAA to display fireworks. Client will assist Zambelli when appropriate in completing permit applications. Client shall be responsible for any Special Event permits required by City. It is the responsibility of the Client to contact the City's Special Events Department regarding their event.

(c) If the Display is choreographed to music, the final selection of the music must be submitted to Zambelli by Client no later than ninety (90) days prior to the Display Date.

6. If, in its sole discretion, Client designates an area for members of the public to view the Display (hereinafter referred to as the "Spectator Area") or an area for vehicular parking (hereinafter referred to as the "Parking Area"), Client shall (a) ensure that the Spectator Area does not infringe on the Display Area, (b) have sole responsibility for ensuring that the terrain of the Spectator Area and any structures thereon, including but not limited to grandstands and bleachers are safe for use by spectators, (c) have sole responsibility for ensuring that the Parking Area is safe for use, (d) have sole responsibility to police, monitor and appropriately control spectator access to the Spectator Area and the Parking Area and police and monitor and appropriately control the behavior of persons in these areas. It is expressly agreed that Zambelli shall not inspect any area other than the Display Area, except to ensure that any Spectator or Parking Areas are outside the Display Area.

7. Prior to, during, and immediately following the Display, Client shall monitor the Display Area and will be solely responsible to keep all persons and property not authorized by Zambelli out of the Display Area and behind safety zone lines and limits.

8. Following the Display, Client shall be solely responsible for policing of the Display Area and for cleanup except as specifically provided in the sentence immediately following. Zambelli shall be responsible for the removal of unexploded fireworks and the cleanup of material debris, the removal of frames, sets and lumber from the Discharge Area, and the refilling of holes created by Zambelli or on behalf of Zambelli within the Discharge Area.

9. Client will include a direct reference to "Zambelli Fireworks" in all promotional material, including but not limited to event schedules; radio, television, newspaper and internet announcements; newspaper articles; and other media.

The parties, intending to be legally bound, mutually agree as follows:

10. It is agreed and understood by the parties hereto that should inclement weather prevent firing of the Display on the Display Date, as determined by the Authority Having Jurisdiction (as defined in paragraph 14 below) or as

reasonably determined by Zambelli, then the program shall be postponed and fired on the Postponement Date. If there is no Postponement Date and the Display is not fired on the Display Date, or if inclement weather prevents firing of the Display on the Postponement Date, as determined by the Authority Having Jurisdiction or as reasonably determined by Zambelli, the Display will be cancelled and there will be no refund of the Deposit or fifty percent (50%) of the Purchase Price, whichever is greater.

11. Client's cancellation of the Display will only be effective upon receipt by Zambelli of a written notice from an authorized person representing Client. In the event of cancellation of the Display, the parties agree as follows:

    (a) If Client cancels the Display more than sixty-one (61) days prior to the Display Date, Client agrees to pay Zambelli a cancellation fee equal to ten percent (10%) of the Purchase Price plus Additional Third Party Charges, as defined below.

    (b) If Client cancels the Display from thirty-one (31) to sixty (60) days prior to the Display Date, Client agrees to pay Zambelli a cancellation fee equal to twenty percent (20%) of the Purchase Price plus Additional Third Party Charges, as defined below.

    (c) If Client cancels the Display from five (5) days prior the Display to thirty (30) days prior to the Display Date, Client agrees to pay Zambelli a cancellation fee equal to thirty percent (30%) of the Purchase Price plus Additional Third Party Charges, as defined below.

    (d) If Client cancels the Display less than five (5) days prior to the day of the Display, Client agrees to pay Zambelli a cancellation fee equal to fifty percent (50%) of the Purchase Price plus Additional Third Party Charges, as defined below.

    (e) "Additional Third Party Charges" shall mean all costs and expenses incurred by Zambelli and paid or payable to third parties in connection with the Display, including but not limited to security fees, permits and licensing fees and expenses, barge and tow expenses, and firewatch fees.

12. Zambelli reserves the exclusive right to make minor modifications and substitutions to the Display, provided that such changes are reasonable and necessary and do not materially adversely affect price, time of delivery, functional character or performance of the Display.

13. It shall be within Zambelli's and/or the Seminole Fire Rescue's discretion to terminate the firing of the Display if any unsafe or unsuitable condition is identified. If such condition is not corrected, Zambelli may cancel the Display without further liability to Client for such cancellation.

14. The parties agree to cooperate with the regulatory authorities having jurisdiction over the Display, including, but not limited to local fire and police departments, the Bureau of Alcohol, Tobacco, Firearms and Explosives, the Department of Transportation, the Department of Homeland Security, and the USCG (any such authority having jurisdiction over the Display is sometimes referred to herein as, the "Authority Having Jurisdiction"). The parties acknowledge that such governmental regulatory authorities having jurisdiction over the Display have the right to prohibit the Display until unsafe or unsuitable conditions are corrected.

15. This contract shall be deemed made in the State of Florida and shall be construed in accordance with the laws of the State of Florida , excluding its conflict of law rules. The parties agree and consent to the jurisdiction of the courts of the State of Florida to decide all disputes regarding this Contract.

16. If Client becomes bankrupt or insolvent, or if a petition in bankruptcy is filed by or against Client or if a receiver is appointed for Client, Zambelli may refuse to perform under this Contract and may terminate this Contract without prejudice to the rights of Zambelli. If Client's financial condition becomes unsatisfactory to Zambelli, Zambelli may require that Client deposit the balance of the Purchase Price in escrow or provide sufficient proof of its ability to pay the balance of the Purchase Price.

17. Except to the extent, if any, specifically provided to the contrary herein, in no event shall Zambelli be liable to Client for any indirect, special, consequential, incidental or punitive damages or lost profits, however caused and on any theory of liability (including negligence of any kind, strict liability or tort) arising in any way out of this contract, whether or not Zambelli has been advised of the possibility of damages.

18. If Client fails to pay the monies due under this Contract, Zambelli is entitled to recover the balance due plus interest at one and one-half percent (1 ½ %) per month on amounts past due sixty (60) days or more. Further, on balances outstanding one hundred twenty (120) days or more, Zambelli is entitled to recover the balance due, plus accrued interest, plus attorneys fees of ten percent (10%) of the amount past due, plus court costs, or, if less, the maximum amount permitted by law.

19. This Contract shall not be construed to create a partnership or joint venture between the parties or persons mentioned herein.

20. Each party hereunder shall be excused for the period of delay in the performance of any of its obligations hereunder and shall not be liable for failure to perform or considered in default hereunder, when prevented from so performing by a cause or causes beyond its reasonable control, including but not limited to fire, storm, earthquake, flood, drought, accident, explosion, operation malfunction, or interruption, strikes, lockouts, labor disputes, riots, war (whether or not declared or whether or not the United States is a member), Federal, state, municipal or other governmental legal restriction or limitation or compliance therewith, failure or delay of transportation, shortage of, or inability to obtain materials, supplies, equipment, fuel, power, labor or other operational necessity, interruption or curtailment of power supply, or act of God, nature or public enemy.

21. This Contract constitutes the sole and entire understanding of the parties with respect to the matters contemplated hereby and supersedes and renders null and void all prior negotiations, representations, agreements and understandings (oral and written) between the parties with respect to such matters. No change or amendment may be made to this Contract except by an instrument in writing signed by each of the parties.

22. Notices, consents, requests or other communications required or permitted to be given by either party pursuant to this Contract shall be given in writing by first class mail, postage prepaid addressed as follows: if to Zambelli, to the address set forth below; if to Client, to 4001 Seminole Pratt Whitney Road, Westlake, FL 33470.

23. This Contract may be executed in one or more counterparts, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument. The exchange of copies of this Contract and of signature pages by facsimile transmission shall constitute effective execution and delivery of this Contract as to the parties and may be used in lieu of the original Contract for all purposes. This Contract and all the rights and powers granted by this Contract shall bind and inure to the benefit of the parties and their respective successors and assigns.

24. *Purchase Price includes transportation/Tariff fees.

IN WITNESS WHEREOF, we set our hands and seals to the agreement in duplicate the day and year first above written.

FOR Client:	**FOR: Zambelli Fireworks Manufacturing Co.**
BY _____	BY _____
PRINT _____	PRINT _____
DATE _____	DATE _____

Please sign contract where indicated for Client and return all copies for final acceptance to:

Zambelli Fireworks Manufacturing Co.
1060 Holland Drive, Suite J
Boca Raton, FL 33487

561-395-0955 FAX 561-395-1799

Addendum to Contract and Agreement

The following shall be included as part of the Contract and Agreement ("Agreement") between the **City of Westlake**, a municipal corporation organized and operating under the laws of the State of Florida, with an address of 4001 Seminole Pratt Whitney Road, Westlake, FL 33470 ("CITY") and **Zambelli Fireworks Manufacturing Co.**, a foreign company authorized to do business in Florida ("ZAMBELLI"). In the event of any conflict between the language in the Agreement and this Addendum, the terms of this Addendum shall take precedence.

1. **Law and Venue**

Section 15 of the Agreement is hereby deleted in its entirety. This contract shall be construed in accordance with the laws of the State of Florida and the venue for any and all actions or claims arising out of or related to this Agreement shall be in Palm Beach County, Florida.

2. **Sovereign Immunity**

Nothing contained herein is intended nor shall be construed to waive CITY's rights and immunities under the common law or Section 768.28, Florida Statutes, as may be amended from time to time.

3. **Assignments; Amendments**

This Agreement, and any interests herein, shall not be assigned, transferred or otherwise encumbered, under any circumstances, by ZAMBELLI without the prior written consent of CITY. For purposes of this Agreement, any change of ownership of ZAMBELLI shall constitute an assignment which requires CITY approval. However, this Agreement shall run to the benefit of CITY and its successors and assigns.

It is further agreed that no modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

4. **Public Records**

4.1 The City of Westlake is a public agency subject to Chapter 119, Florida Statutes. ZAMBELLI shall comply with Florida's Public Records Law. Specifically, ZAMBELLI shall:

4.1.1 Keep and maintain public records required by the CITY to perform the service;

4.1.2 Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

4.1.3 Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and, following completion of the Agreement, ZAMBELLI shall destroy all copies of such confidential and exempt records remaining in its possession after ZAMBELLI transfers the records in its possession to the CITY; and

4.1.4 Upon completion of the Agreement, ZAMBELLI shall transfer to the CITY, at no cost to

the CITY, all public records in ZAMBELLI's possession. All records stored electronically by ZAMBELLI must be provided to the CITY, upon request from the CITY's custodian of public records, in a format that is compatible with the information technology systems of the CITY.

4.2 The failure of ZAMBELLI to comply with the provisions set forth in this Article shall constitute a default and breach of this Agreement, for which, the CITY may terminate the Agreement in accordance with the terms herein.

IF ZAMBELLI HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ZAMBELLI'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

CITY CLERK
4001 SEMINOLE PRATT WHITNEY ROAD
WESTLAKE, FL 33470
561-530-5880
olzquierdo@westlakegov.com

4.3 Pursuant to Section 119.0715, F.S., trade secrets held by the City are confidential and exempt from Section 119.07(1), F.S. and Section 24(a) Article I of the State Constitution. "Trade secret" means information, including a formula, pattern, compilation, program, device, method, technique, or process that (a) derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and (b) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy.

5. **Notice**

Whenever any party desires to give notice unto any other party, it must be given by written notice, sent by certified United States mail, with return receipt requested, addressed to the party for whom it is intended and the remaining party, at the places last specified, and the places for giving of notice shall remain such until they shall have been changed by written notice in compliance with the provisions of this section. For the present, ZAMBELLI and CITY designate the following as the respective places for giving of notice:

CITY
City Manager
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, Florida 33470
Telephone No. 561-530-5880

Copy To:
Donald J. Doody, Esq.
Goren, Cherof, Doody & Ezrol, P.A.

3099 East Commercial Boulevard, Suite 200
Fort Lauderdale, Florida 33308
Email: ddoody@gorencherof.com
Telephone No. (954) 771-4500
Facsimile No. (954) 771-4923

ZAMBELLI: Zambelli Fireworks
1060 Holland Dr., Ste 100
Boca Raton, FL 33487

6. **Counterparts and Execution**

This Agreement may be executed by hand or electronically in multiple originals or counterparts, each of which shall be deemed to be an original and together shall constitute one and the same agreement. Execution and delivery of this Agreement by the Parties shall be legally binding, valid and effective upon delivery of the executed documents to the other party through facsimile transmission, email, or other electronic delivery.

7. **Scrutinized Companies**

ZAMBELLI, its principals or owners, certify that they are not listed on the Scrutinized Companies that Boycott Israel List, Scrutinized Companies with Activities in Sudan List, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or are engaged in business operations with Syria. In accordance with Section 287.135, Florida Statutes, as amended, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with any agency or local governmental entity for goods or services of:

7.1 Any amount if, at the time bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, Florida Statutes, or is engaged in a boycott of Israel; or

7.2 One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:

7.2.1 Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Section 215.473, Florida Statutes; or

7.2.2 Is engaged in business operations in Syria.

8. **E-Verify**

ZAMBELLI certifies that it is aware of and complies with the requirements of Section 448.095, Florida Statues, as may be amended from time to time and briefly described herein below.

8.1 Definitions for this Section:

8.1.1 "Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes,

but is not limited to, ZAMBELLI.

8.1.2 "Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.

8.1.3"E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

8.2 Registration Requirement; Termination:

Pursuant to Section 448.095, Florida Statutes, effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:

8.2.1 All persons employed by a Contractor to perform employment duties within Florida during the term of the contract;

8.2.2 All persons (including subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Westlake. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Westlake; and

8.2.3 The Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than twenty (20) calendar days after the date of termination. Termination of this Contract under this Section is not a breach of contract and may not be considered as such. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of one (1) year after the date of termination.

SIGNATURE PAGE TO FOLLOW

IN WITNESS OF THE FOREGOING, the Parties have set their hands and seals the day and year first written above.

CITY:

CITY OF WESTLAKE, FLORIDA

ATTEST:

_____

CITY CLERK

BY:_____
JohnPaul O'Connor
MAYOR

APPROVED AS TO FORM.

_____

Name: _____
OFFICE OF THE CITY ATTORNEY

Zambelli Fireworks Manufacturing Co.:

Signed By: Danielle Fredrickson

Print Name: Danielle Fredrickson

Title: Director of Administration

4905-8919-4505, v. 1

File Attachments for Item:

D. City Council Travel and Meal Expenditure Policy

Submitted by: Administration

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By:** Administration			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	Consideration and Adoption of the City Travel and Meal Expenditure Policy				
STAFF RECOMMENDATION: **(**MOTION READY)	**Motion to approve Travel and Meal Expenditure Policy**				
SUMMARY *and/or* JUSTIFICATION:	The proposed City Travel and Meal Expenditure Policy establish guidelines for the authorization, payment, and reimbursement of travel-related expenses for elected officials and City Contracted Staff conducting official City business. The policy defines approval procedures, eligible expenses, and cost-effective travel practices, ensuring consistency, fiscal responsibility, and compliance with City financial controls.				
SELECT, *if applicable*	**AGREEMENT:**	X	**BUDGET:**		
	STAFF REPORT:		**PROCLAMATION:**		
	EXHIBIT(S):		**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*					
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, FLORIDA

TRAVEL AND MEAL EXPENDITURE POLICY

This section provides guidance on authorized expenditures for elected officials and all departments under the authority of the City Council. This section shall cover those costs incurred for travel and meal expenses by any elected official, or City contracted employee who travels on City related business.

A. APPROPRIATION

In conjunction with the annual budget process, the City Council shall authorize appropriations for travel and meal expenses consistent with the annual adopted operating budget.

B. EXPENDITURE APPROVAL

The City Manager is authorized to approve appropriate travel expenses for elected officials and City contracted employees. All expenditures relating to travel and meals shall be processed consistent with procurement/purchasing guidelines. The Finance Department shall only process transactions for payment based upon the proper approval for the dollar amount of the expenditure, including adequate documentation, received either electronically or in writing.

While receipts in the prescribed form are required for most payments or reimbursements pursuant to this policy, it is recognized that unexpected circumstances may arise such as loss of receipts, or unavailability of receipts, which require an alternative procedure for documentation of reimbursable expenses. In those isolated situations where receipts are not available, a statement must be prepared by the Traveler and included in the travel authorization & expense report. Such certification may then be presented instead of the unavailable or lost receipt.

C. MOST COST EFFECTIVE AND EFFICIENT METHOD

Authorized travelers are required to use the most cost effective and efficient method of travel available to the City.

D. SETTLEMENT OF DISPUTED REIMBURSEMENT CLAIMS

The Finance Department shall review expenditure documents for compliance and appropriateness with all City policies and procedures. Expenditure reimbursement requests that are not in compliance with these policies and procedures shall be returned

to the originating department with Finance Department recommendations for changes (e.g., travel issues, cellular phone use). In the event the department does not agree with the Finance Department's recommendations, the City Manager shall make the final decision regarding whether to authorize the reimbursement.

E. TRAVEL EXPENSES

The City shall reimburse/pay expenses incurred by elected officials and contracted employees for travel relating to official City business. Official business shall be deemed that which has been approved prior to the expenditure being incurred on a City of Westlake's Travel Authorization form. Travel authorization forms are required for any travel exceeding 50 miles of the municipal boundaries of Westlake.

All requests for domestic travel by elected officials and contracted employees shall be submitted no later than sixty (60) days prior to the scheduled date of departure, to allow sufficient time for review, approval, and cost-effective travel arrangements.

1. Lodging: hotel/motel charges shall qualify for reimbursement when they exceed a 50-mile radius of the from the City of Westlake. All traveling personnel shall minimize the expense associated with hotel/motel costs by procuring a government rate for qualified stays. Lodging expense shall be benchmarked against the U.S. General Services Administration (GSA) approved per-diem rate of reimbursement. When the GSA rate is exceeded by 20% or more, additional justification shall be required from the traveler. When traveling in the State of Florida, all travelers must use the tax-exempt certificate issued to the City. Sales and occupancy taxes charged for lodging within the State of Florida do not qualify as eligible reimbursable travel expenses under this policy. Per diem rates can be found at https://www.gsa.gov/travel/plan-book/per-diem-rates .

2. Transportation: approved modes of transportation include vehicle, air, rail, or ride share and public transportation. The method selected by the traveler shall be subject to the most economically feasible, taking into consideration the value of time. Generally, the City will not reimburse for the use of a personal vehicle within 20 miles of the City of Westlake municipal boundaries.

i. Rental Cars: Expenses associated with rental cars, i.e. rental expense and fuel will be paid at cost, with receipts provided. Elected officials and contracted employees shall rent mid-size or smaller vehicles, or an appropriate vehicle size based upon the number of individuals needing transportation. Expenses associated with exceeding this car class will be the responsibility of the traveler. Elected officials and contracted employees should accept additional insurance coverage offered by rental car companies since the City's insurance coverage is not applicable to car rentals.

ii. Air/Rail: transportation provided by major airlines or railroads shall be paid at cost to the traveler. Travel will be limited to coach/economy classes of service. In the event the traveler chooses a class higher than coach/economy (business or first class) or to extend the trip and change departure or arrival dates, the difference of the expense shall be the responsibility of the traveler. Any reduction in the expense associated with transportation costs as a result of extended or modified travel dates for personal benefit shall not be provided back to the traveler.

iii. Ride Share/Shuttle: expenses associated with local transportation will be deemed eligible expenses as long as receipts are provided with point-to-point explanations for this mode of transportation. Such documentation should accompany receipts.

iv. Tolls: toll expenses associated with approved travel will be reimbursed at cost with receipts provided.

v. Mileage: miles traveled in personal vehicles shall be reimbursed at the rate designated by the Internal Revenue Service. Mileage shall be calculated using the elected official or contracted employee's place of work as the origination point, so long as the elected official or contracted employee reported to work prior to departing to the destination. In the event the elected official or contracted employee does not report to work prior to traveling to the destination, mileage shall be reimbursed from the elected official or contracted employee's origin, less their normal commute to the workplace. Expenses associated with the elected official or contracted employee vehicles such as fuel, oil, tires, etc. (deemed normal wear and tear) shall not be subject to reimbursement and will be the responsibility of the traveler. Miles traveled in City-owned vehicles shall not be subject to reimbursement to the traveler. However, expenses associated with travel in City vehicles such as fuel, oil, tires, etc. shall be the responsibility of the City, and necessary purchases should follow normal purchasing guidelines and processes.

3. Meals/incidentals: expenses associated with meals (breakfast, lunch and dinner) shall be governed by Section 2-58 of the Code of Ordinances as amended from time to time, and incidentals (snacks, tips, miscellaneous) shall be administered on a per diem basis by City. Per diem amounts will be derived from the U.S. General Services Administration (GSA), which can be found at https://www.gsa.gov/travel/plan-book/per-diem-rates . Per diem will be advanced to the elected official or contracted employee prior to travel. Receipts will

not be required on incidental or meal expenses. First & Last day of travel per diem amounts will follow GSA rates. Overages of meal expenses will be the responsibility of the elected official or contracted employee, while any savings may be retained by the elected official or the contracted employee.

Alcoholic beverages are not allowable reimbursable expenses and will not be reimbursed pursuant to the City's Personnel Policies.

The City shall not reimburse elected officials or contracted employees when breakfast, lunch or dinner is provided by the host conference.

4. Program/Seminar/Conference Fees: charges relating to the traveler's attendance to the particular event (training, conference, seminar, etc.) shall be paid by the Town. The Town should budget for seminars and conferences during the budgeting process. If a conference or seminar has not been previously budgeted for, approval for a budget amendment from the Town Manager will be required prior to registering for the event.

5. Laundry/Dry Cleaning: when travel is scheduled for more than five consecutive days, reimbursement for laundry and dry-cleaning expenses will be allowed. Expenses shall be paid at the cost of the services provided.

Dependents/spouses accompanying elected officials or contracted employees on official business shall not be eligible for reimbursed expenses by the City. If a dependent or spouse accompanies an elected official on an authorized business trip, only those expenses that can be directly attributed to the elected official will be reimbursed. Per diem used for expenses other than those directly attributable to the elected official will be allowed; however, the per diem amount will not be increased because of dependent/spouse travel.

The City Council, City Manager, and Department Directors of the City shall be allowed to conduct official City business while on travel. The submission of expenses related to such official business will be required in order to receive reimbursement. Such items may include expenses associated with meetings or business meals outside of the scope of the purpose of travel.

F. NON-TRAVEL MEALS

Expenses related to the furnishing of meals, snacks, or food should be limited to the following circumstances:
1. Meetings hosted by the City Council or City Manager or his or her designee;

2. A meeting during regularly scheduled business hours required by law or which is anticipated to last more than four (4) hours and which is scheduled through normal meal times;

3. A business meal with someone other than another elected official or contracted employee in order to discuss a specific item of City business; and

4. Meals that are an integral part of a scheduled meeting at which the individual is required to attend.

Receipts provided for meals within this category should detail the nature of the meeting and the people who were present for discussion.

G. TRAVEL AND TRAINING FOR ELECTED OFFICIALS

A travel and training budget for elected officials should be established during the annual budget process. Travel and training should be approved by the City Council prior to attendance if practical.

H. SUBMISSION OF EXPENSES

All expenses relating to travel shall be submitted to the City Clerk no later than ten (10) calendar days after return from the trip. Non-travel meals shall be submitted no later than seven (7) calendar days from the date of occurrence.

CITY OF WESTLAKE

RESOLUTION NO. 2026-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND ADOPTING THE CITY'S TRAVEL AND MEAL EXPENDITURE POLICY; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council deems it to be in the best interests of the City to approve and adopt the City of Westlake's Travel and Meal Expenditure Policy;

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

SECTION 1. The foregoing "WHEREAS" clause is hereby ratified and confirmed by the City Council and incorporated herein by this reference.

SECTION 2. The City Commission of the City of Westlake, Florida, hereby approves and adopts the City of Westlake's Travel and Meal Expenditure Policy. A copy of the Policy is attached hereto as Exhibit "A".

SECTION 3. All Resolutions or parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such conflict.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5. SEVERABILITY. If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND APPROVED by City Council for the City of Westlake, on this _____day of _____2026.

_____
City of Westlake
JohnPaul O'Connor, Mayor

_____
Odet Izquierdo, Acting City Clerk

File Attachments for Item:

E. MINUTES_City Council Regular Meeting - 11.04.2025 DRAFT

Meeting Agenda Item Coversheet

MEETING DATE:	January 6, 2026	**Submitted By: Clerks Office**			
SUBJECT: *This will be the name of the Item as it will appear on the Agenda*	Review of Previous Meeting Minutes – 11.04.2025				
STAFF RECOMMENDATION: **(**MOTION READY)					
SUMMARY *and/or* JUSTIFICATION:	At the request of Councilman Werner, the following meeting minutes have been pulled for Council review. This item is presented for discussion and clarification purposes only. No action is required unless otherwise directed by the City Council.				
SELECT, *if applicable*	**AGREEMENT:**		**BUDGET:**		
	STAFF REPORT:		**PROCLAMATION:**		
	EXHIBIT(S):		**OTHER:**		
IDENTIFY EACH ATTACHMENT. *For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exbibit B*					
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

MINUTES

City Council Regular Meeting
Tuesday, November 04, 2025 at 6:00 PM

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

CITY COUNCIL:

JohnPaul O'Connor, Mayor
Greg Langowski, Vice Mayor
Gary Werner, Council Member – Seat 1
Erik Gleason, Council Member – Seat 2
Charlotte Leonard, Council Member – Seat 3

CITY STAFF:

Zoie P. Burgess, CMC, Acting City Manager
Odet Izquierdo, Acting City Clerk
Donald J. Doody, Esq., City Attorney
Osniel Leon, AICP, Planning and Zoning
Suzanne Dombrowski, P.E., ENV SP, Engineering

DRAFT

A regular meeting of the City Council of the City of Westlake was held on Tuesday, November 4, 2025, at 6:00 PM., at The Lodge at Westlake Adventure Park, 5490 Kingfisher Blvd. Members of the public also attended the meeting through electronic means and accessed as follows:

1. Webex meeting from a computer, tablet or smartphone at the following link: https://cityofwestlake.my.webex.com/

   Meeting ID: 2632 888 9851
   Password: hello

2. Participants also dialed in using the following number:

   United States Toll: +1-650-479-3208
   Meeting ID: 2632 888 9851

CALL TO ORDER

Mayor O'Connor called the City of Westlake regular meeting of Tuesday, November 4, 2025, to order at 6:01 PM.

ROLL CALL

Present and constituting a quorum:

Councilman Gary Werner
Councilman Erik Gleason
Councilwoman Charlotte Leonard
Vice Mayor Greg Langowski
Mayor JohnPaul O'Connor

Also present:

Zoie P. Burgess, CMC, Acting City Manager
Sean M. Swartz, Esq., City Attorney
Odet Izquierdo, Acting City Clerk

PLEDGE OF ALLEGIANCE

Mayor O'Connor led the Pledge of Allegiance.

ADDITIONS, DELETIONS OR MODIFICATIONS, AND APPROVAL OF AGENDA

Mayor O'Connor called for any additions, deletions, or modifications to the agenda.

Vice Mayor Langowski made a motion to approve the agenda as presented. Seconded by Councilman Werner.

ROLL CALL

Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried without dissent (5-0).

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.

Public Comment – Mr. Bobby Farber – 4829 Saint Armands Way – Mr. Farber provided a monthly update on street lighting issues. He reported having a one-hour conversation today about the problems, noting there were boring issues and permits needed. While lights on backorder seemed to be coming in and would be fixed soon, he expressed frustration that 57 lights remained out. He hoped to report better news next month that everything was lit.

Councilman Werner asked Mr. Farber about the new lighting on Seminole Pratt, noting the previous city manager had told him it would be coming in three months beginning of summer but wasn't there yet. Mr. Farber explained the project was in "status 60," meaning months away from getting started.

PRESENTATIONS/PROCLAMATIONS

A. Palm Beach County School District New School Update: Facility Plan, Design Status & Schedule, anticipated Traffic Impacts and Curriculum

Presented By: Mr. David Dolan, MBA Chief of Facilities Management, Dr. Ana Arce-Gonzalez, Instructional Superintendent, Maria Bishop, Chief Academic Officer

Mr. Dolan presented the plans for Elementary School 23-H to be built at the corner of Persimmon and Green in Westlake. The school will use the same prototype as Arden and Blue Lake school in Boca Raton a 96,900 square foot, three-story classroom building with 971 student stations. The site will accommodate 128 vehicles for on-site queuing and 161 parking spaces. Bus loops will be located in the southern area of the site.

Design is well underway with construction anticipated to start in March 2026, taking 16-18 months with an expected opening in August 2027. The school will feature low energy use intensity design with solar panels for sustainability. Golf cart drop-off and pickup areas are planned to help reduce road traffic.

The first floor will house the cafeteria, kitchen, art and music rooms, and administration. The media center will be on the second floor with its distinctive glass windows. Kindergarten and first grade will be on the first floor, second and third grades on the second floor, and fourth and fifth grades on the third floor. The third floor will have group restrooms while lower floors have individual classroom restrooms.

Regarding traffic, the school will have a dedicated right-turn lane on Green Street to keep traffic flowing. Combined with on-site queuing, they can accommodate approximately 180 cars total. There will be separate gates for golf carts and pedestrians/bicycles. The pedestrian path along Persimmon will be widened from 8 to 12 feet. Different release times for cars versus walkers/bicyclists/golf carts are being considered.

Mr. Sipple explained the boundary process would begin in spring 2026, starting with data analysis including enrollment projections, school capacity comparisons, and scenario development. The Attendance Boundary Committee (ABC) will hold public meetings to review studies and gather input. The committee makes recommendations to the superintendent, who then recommends to the school board for a final vote. The school will primarily serve students from Golden Grove and Loxahatchee Groves areas. They track development closely, including certificates of occupancy and actual enrollment to project student populations.

Ms. Bishop and Dr. Arce-Gonzales discussed academics, noting the school will have standard elementary curriculum for grades K-5. Decisions about pre-K, ESE programs, magnet programs, or gifted programs will be made based on community needs assessments once boundaries are determined. The school will have standard

facilities for PE, art, music, and media center. Extended care/after-school programs are typically offered but details are still being determined.

When asked about school grades, they explained that new schools receive grades after one year once students take state assessments. The principal selection will involve community input, as will decisions about the school's name, mascot, and colors.

Councilman Werner asked about security provisions, with Mr. Dolan confirming perimeter fencing, double gates at entrances, and a school resource officer. Councilman Werner also asked about contacts for the parents of the community regarding any questions they may have regarding the new school. Mr. Dolan provided several contact points.

Mayor O'Connor opened for public comment.

Public Comment – Dr. Anita Kaplan – 5459 Santa Rosa Ln – Dr. Kaplan thanks the school board for coming to the council meeting and proving such an extensive presentation of the new school as well as the council. She also mentions how she still needs some clarification regarding the boundary / zoning logistics.

Mr. Sipple gave a quick overview of the boundary and zoning procedure.

Public Comment – Ms. Krystal Lexima – 15211 Wildwood Circle - Ms. Lexima would like to know how residents would get correspondence about the upcoming ABC meetings held by the school board. As well as considering all the neighboring schools that are impacted by Westlake students.

Public Comment – Alicia Torres – 5447 Whippoorwill Circle – Ms. Torres thanks the Palm Beach School Board for coming and presenting such a detail presentation. Ms. Torres also inquires about how many jobs we can expect to add to the city through the school and when the application process would start and is there any preference given to residents.

PBSO provided the monthly report for October.

Fire Rescue provided the monthly report for October.

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. Minutes_ City Council Comprehensive Plan Workshop - 10.07.2025 DRAFT
B. Minutes_City Council Regular Meeting - 10.07.2025 DRAFT
C. Financial Report - September 2025

Mayor O'Connor called for a motion to approve Consent Agenda.

Motion by Vice Mayor Langowski to approve Consent Agenda as presented, seconded by Councilman Werner.

ROLL CALL

Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES

With all in favor, motion carried without dissent (5-0).

PUBLIC HEARING

NEW BUSINESS

A. Resolution 2025-31- Support of the construction of 60th Street North from Seminole Pratt Whitney Road to State Road 7.

Submitted By: Administration

RESOLUTION NO. 2025-31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, EXPRESSINGS IT'S SUPPORT OF THE CONSTRUCTION OF 60TH STREET NORTH FROM SEMINOLE PRATT WHITNEY ROAD TO STATE ROUTE 7; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Swartz read the resolution by title only.

Acting City Manager, Ms. Burgess, explained this resolution expresses the city's support for the construction of 60th Street North from Seminole Pratt Whitney Road to State Road 7 as necessary for east-west connectivity. Once passed, it will be sent to Palm Beach County. Vice Mayor Langowski requested the city have a presence at the county commission to advocate for this road.

Motion by Councilman Gleason to approve Resolution 2025-31, seconded by Councilman Werner.

ROLL CALL

Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES

With all in favor, motion carried without dissent (5-0).

B. Inframark LLC Services contract – Fee Increase: One (1) Full Time Personnel for Housing Assistance Program

Submitted By: Administration

RESOLUTION NO. 2025-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND AUTHORIZING THE MAYOR OR VICE MAYOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING BETWEEN INFRAMARK, LLC AND CITY OF WESTLAKE FOR ADDITIONAL PERSONNEL; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Swartz read the resolution by title only.

Acting City Manager, Ms. Burgess, presented a memorandum of understanding with Inframark for one additional full-time personnel to manage the housing assistance program. The position will cost $140,250 annually and be funded by the HAPPY Special Revenue Fund, which has approximately $4.7 million available. Mayor O'Connor clarified this is not coming from the regular budget but strictly from HAPPY funds.

Councilman Werner requested better reporting from Inframark on what this staff member accomplishes, including marketing efforts, number of applicants, loans committed and consummated. Acting City Manager, Ms. Burgess agreed to provide regular updates on HAPPY program status and work with Inframark on more detailed invoices.

Motion by Councilman Werner to approve Resolution 2025-33, seconded by Councilwoman Leonard.

ROLL CALL

Vice Mayor Langowski	YES
Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES

With all in favor, motion carried without dissent (5-0).

C. RESOLUTION 2025-32 - Adopting the 2024 revised Palm Beach County Local Mitigation Strategy Plan

Submitted By: Administration

RESOLUTION NO. 2025-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND ADOPTING THE 2024 REVISED PALM BEACH COUNTY LOCAL MITIGATION STRATEGY PLAN; PROVIDING FOR THE PURSUIT OF FUNDING AND IMPLEMENTATION; PROVIDING FOR SUPPORT OF THE LOCAL MITIGATION STRATEGY PROCESS; PROVIDING FOR TRANSMITTAL TO PALM BEACH COUNTY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Swartz read the resolution by title only.

Acting City Manager, Ms. Burgess, explained this housekeeping item formally adopts the 2024 revised Palm Beach County Local Mitigation Strategy Plan, which is required by FEMA every five years for comprehensive mitigation planning and securing disaster assistance funds.

Motion by Vice Mayor Langowski to approve Resolution 2025-32, seconded by Councilman Gleason.

ROLL CALL

Mayor O'Connor	YES
Councilman Werner	YES
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES

With all in favor, motion carried without dissent (5-0).

D. City of Westlake Lighting Recognition Schedule

Submitted By: Administration

Mayor O'Connor introduced the item.

Council discussed the lighting recognition schedule for monument signs and roundabouts. Councilman Gleason requested adding Law Enforcement Week (week of May 15th) in blue. Council agreed to also add fire department recognition for the week of September 11th in red.

E. Solid Waste & Recyclable Collection Services Agreement between City of Westlake and Waste Management Inc.

Submitted By: Administration

RESOLUTION NO. 2025-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WESTLAKE, FLORIDA, APPROVING AND AUTHORIZING THE MAYOR OR VICE MAYOR TO EXECUTE THE SOLID WASTE AND RECYCLABLE COLLECTION SERVICES AGREEMENT BETWEEN CITY OF WESTLAKE AND WASTE MANAGEMENT INC. OF FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Mayor O'Connor introduced the item.

Mr. Swartz read the resolution by title only.

Acting City Manager, Ms. Burgess, explained the resolution authorizes a five-year agreement with Waste Management Inc. for comprehensive solid waste, recycling, and vegetative waste collection beginning December 1, 2025. The agreement includes twice-week residential collection, weekly recycling and yard waste pickup, and support for city events.

Councilman Werner objected to the flat 5% annual increase provision, preferring the current agreement's provision of CPI or 5%, whichever is less. Mr. Sabin from Waste Management explained the 5% cap was modeled into their pricing and protects the city if CPI exceeds 5%. He noted they had already reduced their rate from the original bid amount. Mayor O'Connor emphasized this had been extensively negotiated and asking for changes now would be out of line. The City Attorney confirmed tonight was the deadline as the current contract expires at month's end.

Motion by Councilwoman Leonard to approve Resolution 2025-34, seconded by Councilman Gleason.

ROLL CALL

Councilman Werner	NO
Councilman Gleason	YES
Councilwoman Leonard	YES
Vice Mayor Langowski	YES
Mayor O'Connor	YES

With all in favor, motion carried with dissent (4-1).

CITY COUNCIL COMMENTS

Councilwoman Leonard wished everyone a happy Thanksgiving and recognized veterans for Veterans Day, honoring them for putting their lives on the line for our country.

Councilman Gleason echoed the Thanksgiving and Veterans Day wishes. Clarified that Planet Fitness's hours reduction was not the city's doing and they have the option to extend hours if needed. Stated that 24-hour businesses do not attract crime based on his two decades of law enforcement experience.

Councilman Gleason also proposed using Arts in Public Places funds for student-designed bike racks at school bus stops, noting bikes have gone missing including his son's. Suggested partnering with high school juniors

and seniors to design racks, working with SID or HOAs for placement, and possibly awarding the winner a laptop. Council expressed interest in exploring this opportunity.

Councilman Werner wished the community Happy Thanksgiving and Happy Veterans Day with no further comments.

Vice Mayor Langowski extended Thanksgiving wishes and thanks to veterans. Reminded everyone of the Education Advisory Board meeting Thursday at 6 PM and requested copies of the school district presentation be provided to board members.

Mayor JohnPaul O'Connor wished everyone a Happy Thanksgiving and announced the December 7th holiday pop-up market with record vendor participation and a snow globe for photos. Mentioned his birthday on November 15th. Thanked first responders, council colleagues, and the Education Advisory Board for their work bringing clarity to the school presentation.

REPORT - CITY ATTORNEY

Nothing to report.

REPORT - CITY MANAGER

Ms. Burgess acknowledged receipt of the first "Key to the City" plaque to Mr. Cassel, noting it is Westlake's very first key to be presented. Ms. Burgess announced the Education Advisory Board's first spirit night at Jabrewski's to support local schools will be Wednesday, November 4, 2025..

PUBLIC COMMENTS

Public Comment – Alicia Torres – 5447 Whippoorwill Circle – Ms. Torres agreed with Councilman Gleason regarding his bike rack idea, also asked where she could find the next Art and Public Places meeting.

Public Comment – Jim August – 4654 Woodland Way – Mr. August expressed concern about lack of after-school programs for girls in the community. He mentioned a struggling business near Aldi trying to offer dance and art programs but unable to afford proper signage. He emphasized that while boys have sports, girls need activities to avoid getting lost. Mayor O'Connor acknowledged this as a request for city awareness and support of a small business.

ADJOURNMENT

There being no further business, Mayor O’Connor adjourned the meeting at 7:57 PM.

Odet Izquierdo, Acting City Clerk

JohnPaul O’Connor, Mayor