



Town of Westlake

1500 Solana Blvd
Building 7, Suite 7100
Westlake, TX 76262

Planning & Zoning Commission Committee Minutes - Final

Tuesday, December 10, 2024

5:00 PM

Council Chamber

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

Chair Adam Coffey called the meeting to order at 5:00 p.m. and announced a quorum present.

PRESENT:

Chair Adam Coffey
Vice Chair Terry Wilkinson
Commissioner Lanny Huggins
Commissioner Linda Bjorn
Commissioner David Ricci
Commissioner Nizar Didarali

ABSENT:

Commissioner Rachit Gupta

STAFF PRESENT:

Jason Alexander, Deputy Town Manager
Nick Ford, Development/GIS Manager
Wade Carroll, Town Manager
Kiana Pennywell, Development Coordinator

B. PLEDGE OF ALLEGIANCE

Chair Coffey led the pledges to the U.S. and Texas flags.

Executive Session, Item K. was held at this time.

C. APPROVAL OF MINUTES

- C.1. 24-381** Consider and act to approve the Planning and Zoning Commission October 8, 2024 Regular Meeting Minutes

Motion by Commissioner Nizar and Motion Second by Commissioner Bjorn to approve the Planning and Zoning Commission October 8, 2024 Regular Meeting Minutes. Chair Coffee called for the vote.

MOTION APPROVED UNANIMOUSLY. COMMISSIONER GUPTA WAS ABSENT.

D. CITIZEN COMMENTS

There was no one to speak at this time.

E. PUBLIC HEARING AND ACTION ITEMS

- E.1. [24-384](#)** Hold a public hearing, discuss, consider and act to make a recommendation regarding an ordinance for text amendments for development performance standards for approximately 222.6 acres of land in PD, Planned Development District No. 3-8 "PD 3-8". The property is generally located at the Southeast corner of U.S. Highway 377 and State Highway 170.

Deputy Town Manager Jason Alexander presented the item. The requested text amendments are intended to introduce more contemporary rules and regulations to facilitate appropriate development and growth along U.S. Highway 377 that will have meaningful economic and physical implications. This will also introduce a definition for "lot coverage"-within the office and the retail sub-areas, the maximum lot coverage is 80 percent and within the office-industrial sub-area, the maximum lot coverage is 70 percent. This will relax some aesthetic standards for specific uses-and update some building height and landscaping standards. The Applicant's Representative, Eric Elrod spoke in support of the application. Chair Coffey conducted the public hearing, there was no one else to speak on this matter. Motion by Commissioner Wilkinson and Motion Second by Commissioner Didarali to recommend approval by Town Council to adopt an Ordinance for text amendments for development performance standards for approximately 222.6 acres of land in PD, Planned Development District No. 3-8 PD 3-8". Chair Coffey called for the vote.

MOTION APPROVED BY A VOTE OF 5 AYES AND 1 NAY. (NAY VOTE TO COMMISSIONER BJORN). COMMISSIONER GUPTA WAS ABSENT.

F. NEW BUSINESS

F.1. was considered immediately following Executive Session.

- F.1. [24-382](#)** Discuss, consider and act on a request from Fox Brothers Holdings, LLC to deviate from permitted roofing materials in Entrada for a site known as Entrada Block M1, also known as La Cima de Entrada, which contains 18 townhomes generally located on the southeast corner of Girona Drive and Arta Drive.

Deputy Town Manager Jason Alexander presented the item. The Developer is requesting a deviation from the roofing material requirements as contained in the Design Guidelines. Specifically, the Developer is requesting a deviation-for their project only-that would allow the use of a concrete tile roof and one-piece mission barrel tile system. The Developer also intends to match the colors provided on the existing structures in Entrada. Deputy Town Manager Alexander yielded the floor to Greg Fox, the Developer, to present. Discussion held. The Commissioners stepped away from the dais to inspect live tile samples presented by the Developer. Commissioner Wilkinson suggested a conditional approval if the HOA approves the plans first. Motion by Commissioner Didarali and Motion Second by Commissioner Ricci to recommend conditional approval pending approval by the HOA. Chair Coffey called for the vote.

MOTION TO RECOMMEND CONDITIONAL APPROVAL TO TOWN COUNCIL APPROVED UNANIMOUSLY. COMMISSIONER GUPTA WAS ABSENT.

F.2. [24-383](#)

Discuss, consider and act on a request from Pearson 35 Opportunities, LLC to deviate from the required first floor square footage in Westlake Ranch.

Deputy Town Manager Jason Alexander presented the item. The Developer is requesting to remove the limitation that the first floor cannot exceed a maximum square footage of 7,800 square feet, which will allow the Developer (and the builders) to be more responsive to market preferences and innovative with building design and architecture. Discussion held. There were no questions from the Commissioners. Motion by Commissioner Wilkinson and Motion Second by Commissioner Ricci to recommend approval of the request to deviate from the required first floor square footage in Westlake Ranch to Town Council.

MOTION APPROVED UNANIMOUSLY. COMMISSIONER GUPTA WAS ABSENT.

G. SUMMARY OF TOWN COUNCIL ACTIONS

At this time Chair Coffey dispensed with the remainder of the agenda and adjourned the meeting.

H. COMMISSION ANNOUNCEMENTS

There were no Commission Announcements.

I. STAFF ANNOUNCEMENTS

There were no Staff Announcements.

J. REVIEW MEETING CALENDAR TO ADD, AMEND OR CANCEL MEETINGS AS NEEDED

The next Planning and Zoning Commission is to be held Tuesday, January 7, 2025 at 5 P.M.

K. EXECUTIVE SESSION

At 5:01 p.m., Chair Coffey recessed the Regular Meeting to Executive Session as authorized by Section 551.071 of the Local Government Code to seek legal advice from its attorney regarding any agenda item listed herein.

L. TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION ITEMS

At 5:35 p.m., Chair Coffey reconvened the Regular Meeting from Executive Session. There was no action as a result of Executive Session, which was held at the beginning of the meeting.

M. ADJOURNMENT

Chair Coffey adjourned the meeting at 6:33 p.m.

Adam Coffey, Chair

ATTEST:

Recording Secretary

If you plan to attend this public meeting and have a disability that requires special needs, please advise the Town Secretary's Office 48 hours in advance at 817-490-5711 and reasonable accommodations will made to assist you.