



Town of Westlake

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

Planning & Zoning Commission Committee Minutes - Draft

Tuesday, April 8, 2025

5:00 PM

Council Chamber

In an effort of transparency, this meeting will be viewable to the public via Live Stream and recorded and available for playback. In an effort of meeting efficiency, any individual wishing to speak during citizen comments or during public hearings must submit a speaker request form and provide to the Recording Secretary. Forms are available online, visit www.westlake-tx.org.

A. CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT

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

PRESENT:

Chair Adam Coffey
Vice Chair Terry Wilkinson
Commissioner Jennifer Konz-Alt
Commissioner David Ricci
Commissioner Nizar Didarali
Commissioner Lanny Huggins

ABSENT:

Commissioner Rachit Gupta

STAFF PRESENT:

Wade Carroll, Town Manager
Jason Alexander, Deputy Town Manager
Jason Power, Director of IT
Kiana Pennywell, Development Coordinator

B. PLEDGES OF ALLEGIANCE

Chair Coffey led the Pledges of Allegiance.

C. APPROVAL OF MINUTES

C.1. 25-90 Consider and act to approve the Planning and Zoning Commission March 11, 2025 Regular Meeting Minutes

Motion to approve the March 11, 2025 minutes by Commissioner Didarali and Motion Second by Commissioner Wilkinson. Chair Coffey called for the vote.

MOTION APPROVED. COMMISSIONER GUPTA WAS ABSENT.

D. CITIZEN COMMENTS

There was no one to speak at this time.

E. NEW BUSINESS

- E.1. 25-89** Discuss, consider, and act on a site plan application prepared and submitted by Hillwood Alliance Services, LLC for the development of Lots 1-4, Block 2, in PD, Planned Development District 3-5A (Deputy Town Manager Jason Alexander, AICP, CEcD)

Deputy Town Manager Jason Alexander presented the item. On March 24, 2024, the Town Council reviewed, considered, and adopted Ordinance No. 1020, which approved text amendments to PD 3-5A, which clarified specific standards for development concerning land use and architecture intended to elevate the aesthetic and economic impact of future development. Hillwood Alliance Services, LLC, submitted site plans and related attachments to depict the development for the First Phase as adopted and approved in Ordinance No. 1020, which included the construction and operation of a daycare center and buildings for various restaurant and retail tenants. Discussion held. Motion to recommend approval by Commissioner Wilkinson and Motion Second by Commissioner Ricci. Chair Coffey called for the vote.

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

F. SUMMARY OF TOWN COUNCIL ACTIONS

There was no summary of Town Council actions.

G. COMMISSION ANNOUNCEMENTS

There were no Commission announcements.

H. STAFF ANNOUNCEMENTS

Deputy Town Manager Jason Alexander announced that the Town hired a new Town Planner, and announced a CIAC meeting that is scheduled for April 15.

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

The next Planning and Zoning Commission meeting is May 6, 2025 at 5 PM.

J. ADJOURNMENT

Chair Coffey adjourned the meeting at 5:09 PM.

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 be made to assist you.