



## Town of Westlake

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

### Planning & Zoning Commission Committee Minutes - Final

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Wednesday, June 11, 2025

5:00 PM

Council Chamber

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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](http://www.westlake-tx.org).

A. **CALL TO ORDER AND ANNOUNCE A QUORUM PRESENT**

Chair Coffey called the meeting to order at 5:20 PM and announced a quorum present.

COMMISSIONER KONZ-ALT WAS ABSENT.

B. **PLEDGES OF ALLEGIANCE**

Chair Coffey led the Pledges of Allegiance.

C. **APPROVAL OF MINUTES**

- C.1. **25-153** Consider and act to approve the Planning and Zoning Commission May 6, 2025 Regular Meeting Minutes

Motion to approve the May 6, 2025 minutes by Commissioner Wilkinson and Motion Second by Commissioner Gupta. Chair Coffey called for the vote.  
Motion approved.

COMMISSIONER KONZ-ALT WAS ABSENT.

D. **CITIZEN COMMENTS**

There was no one to speak at this time.

E. **PUBLIC HEARING AND ACTION ITEM**

**E.1. 25-164**

Hold public hearing, discuss, consider and act to recommend to the Town Council to adopt Ordinance 1024 amending Chapter 102, entitled "Zoning", and establishing Article IX, entitled "TC, Town Center Form-Based Development District", providing new regulations and rules for development within the Town of Westlake, Texas; providing a penalty; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date (Jason Alexander, AICP, CEcD, Deputy Town Manager).

Deputy Town Manager Jason Alexander presented the item. The recently adopted Strategic Plan identifies the creation of a mixed-use zoning district as a priority to accelerate and to sustain the economic development efforts within the Town of Westlake. Accordingly, the proposed TC, Town Center Form-Based Development District intends to "provide predicable building regulations and building rules that support the development and redevelopment of urban space in the Town of Westlake that is attractive; that is walkable; and that provides a mix of residential experiences, commercial experiences, and civic experiences all in close proximity to each other leading to comfortable and pedestrian-friendly neighborhoods."

In addition to three town center zones - a building height waiver overlay district - is also proposed and it may only be applied to property mapped to the town center core zones that are located within 660 feet of State Highway 114 and/or State Highway 170. Concerning multi-family residential units, the total allocation allowance for the entire form-based development district is 400.

Chair Coffey opened the public hearing at 5:50 PM and closed the public hearing at 5:50 PM.

Discussion held. Motion to approve by Commissioner Didarali with the following conditions: That "Town Planner" be replaced with "Town Manager or their designee" throughout the text and that Section 102-412(G)(7)(iii) be revised to reflect the following language and to read as follows: "Multi-family residential units are expressly restricted to those mixed-use buildings that are at locations within the building height waiver overlay district. The first floor shall be confined to a commercial building function or to commercial building functions for a minimum depth of 40 feet. Parking may be located behind the building area allocated to the commercial building function or to the commercial building functions," and Motion Second by Commissioner Ricci. Chair Coffey called for a vote. The motion passed with suggested revisions.

COMMISSIONER KONZ-ALT WAS ABSENT.

**F. COMMISSION ANNOUNCEMENTS**

There were no Commission announcements.

**G. STAFF ANNOUNCEMENTS**

There were no staff announcements.

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

Staff will reach out to the Commissioners when a meeting is needed.

I. **ADJOURNMENT**

Chair Coffey adjourned the meeting at 5:51 PM.

  
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Adam Coffey, Chair

ATTEST:  
  
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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.