



Planning & Zoning Commission
Town of Westlake
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262

Monday, November 10, 2025, 5:00 PM

Agenda

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.

NOTE: As authorized by Section 551.071 of the Texas Government Code, the Planning and Zoning Commission may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

A. CALL REGULAR MEETING TO ORDER AND ANNOUNCE A QUORUM PRESENT

B. PLEDGES OF ALLEGIANCE

C. CITIZEN COMMENTS

D. APPROVAL OF MINUTES

D.1. Consider and act to approve the Planning and Zoning Commission September 2, 2025 Regular Meeting Minutes

E. PUBLIC HEARING AND ACTION ITEM

E.1. Hold a public hearing to discuss, consider and act on text amendments related to certain performance standards for approximately 85.9 acres of land in PD, Planned Development District 1-2 ("PD 1-2"), commonly referred to as Entrada, by adding "repository" as a land use permitted by-right; providing a definition and certain performance standards for a repository; providing a penalty; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date. The property is generally located on the south side of State Highway 114, to the east of Davis Boulevard, and to the north of Solana Boulevard.

E.2. Hold public hearing, discuss, consider and provide a recommendation to the Town Council on a request from Marquis Group to rezone approximately 25 acres of land located at 4110 and 4120 Aspen Lane and currently zoned as R-5, country residential district to the TC, town center form-based development district (town center edge zone). ZC No. 2025-01

F. COMMISSION ANNOUNCEMENTS

G. STAFF ANNOUNCEMENTS

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

I. EXECUTIVE SESSION

The Planning and Zoning Commission will conduct a closed session pursuant to Section 551.071 of the Texas Government Code, for the purpose of seeking confidential legal advice from the Town Attorney for the following:

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

K. ADJOURNMENT

I certify that the above notice was posted on the bulletin board at Town of Westlake, Town Hall, located at 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.



Recording Secretary

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



**Planning & Zoning Commission
Town of Westlake**
Council Chamber, 1500 Solana Blvd
Building 7, Suite 7100 Westlake, TX 76262

**Tuesday, September 2, 2025, 5:00 PM
Meeting Minutes - Final**

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.

NOTE: As authorized by Section 551.071 of the Texas Government Code, the Planning and Zoning Commission may enter into closed Executive Session for the purpose of seeking confidential legal advice from the Town Attorney on any agenda item listed herein.

A. CALL REGULAR MEETING TO ORDER AND ANNOUNCE A QUORUM PRESENT

Chair Coffey called the meeting to order at 5:00 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. Consider and act to approve the Planning and Zoning Commission June 11, 2025 Regular Meeting Minutes

Motion to approve the June 11, 2025 minutes by Commissioner Ricci and Motion Second by Commissioner Didarali. 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 HEARINGS AND ACTION ITEMS

E.1. Hold a public hearing to discuss, consider and act on a request for a specific use permit and a site plan to allow for a water and sewage pumping station that is located above grade, located at 16150 Roanoke Road, legally described as Tract 7F, Abstract 648, Huff, William Survey, HUFF, Town of Westlake, Tarrant County, Texas, zoned as PD3-9, Circle T Planning Area No. 9 – North Commercial Planned Development Zoning District (SUP Case No. 2025-01).

Deputy Town Manager Jason Alexander presented the item. The Trinity River Association ("TRA") is seeking a specific use permit and a stile plan approval to allow for a water and sewage pumping station that may be referred to as the Cade Branch Lift Station, to be built and operated. The station will be used to move sewage and wastewater from a lower elevation to a higher elevation. The design of the proposed Cade Branch Lift Station would meet heightened standards for architecture and landscape as well as the future development envisioned and proposed for the surrounding area.

Chair Coffey opened the public hearing at 5:09 PM and closed the public hearing at 5:09 PM.

Discussion held. Motion to approve by Commissioner Wilkinson and Motion Second by Commissioner Huggins. Chair Coffey called for a vote. The motion passed.

COMMISSIONER KONZ-ALT WAS ABSENT.

- E.2. Hold a public hearing to discuss, consider and act on text amendments related to certain performance standards for approximately 85.9 acres of land in PD, Planned Development District 1-2 ("PD 1-2"), commonly referred to as Entrada, relating to architecture and other aesthetic matters found in Ordinance 703 and in the Entrada Design Guidelines. The property is generally located on the south side of State Highway 114, to the east of Davis Boulevard, and to the north of Solana Boulevard.

Deputy Town Manager Jason Alexander presented the item. The proposed text amendments are consistent with recent amendments to other land development regulations and rules in the Unified Development Code. Further, the proposed text amendments are coordinated to ensure that they can be interpreted and administered as a complete set of provisions for regulating and guiding development within Entrada. It should be noted that the proposed text amendments were prepared by the Developer in collaboration with the Office of the Town Manager and the Department of Planning and Development.

Chair Coffey opened the public hearing at 5:24 PM and closed the public hearing at 5:24 PM.

Discussion held. Motion to approve by Commissioner Didarali and Motion Second by Commissioner Gupta. The motion passed.

COMMISSIONER KONZ-ALT WAS ABSENT.

F. COMMISSION ANNOUNCEMENTS

There were no Commission announcements.

G. STAFF ANNOUNCEMENTS

Deputy Town Manager Jason Alexander announced that the Town hired a new Building Official, Serena Smith, and that Lew Oliver was visiting soon to conduct a Master Plan for the remaining land in Entrada.

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 5:27 PM.

I certify that the above notice was posted on the bulletin board at Town of Westlake, Town Hall, located at 1500 Solana Blvd., Building 7, Suite 7100, Westlake, TX 76262, in compliance with the Texas Open Meetings Act, Chapter 551 of the Texas Government Code.



Recording Secretary

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ATTEST:



Planning & Zoning Commission AGENDA ITEM REPORT

AGENDA ITEM NO: E.1.

Date: November 10, 2025

From: Cole Davenport Planning and Dev

Item Name: Hold a public hearing to discuss, consider and act on text amendments related to certain performance standards for approximately 85.9 acres of land in PD, Planned Development District 1-2 (“PD 1-2”), commonly referred to as Entrada, by adding “repository” as a land use permitted by-right; providing a definition and certain performance standards for a repository; providing a penalty; providing a cumulative clause; providing a severability clause; providing a savings clause; authorizing publication; and establishing an effective date. The property is generally located on the south side of State Highway 114, to the east of Davis Boulevard, and to the north of Solana Boulevard.

Attachments:

1. Exhibit A - Draft Amendments to the PD, Planned Development District 1-2 Ordinance
2. Entrada Development Plan (04-2025)

Summary:

The request to amend the text for PD, Planned Development District 1-2 (the “PD 1-2 Ordinance”) is consistent with the Strategic Plan and the vision for development patterns in Entrada that are of an elevated quality and that will deliver a robust tax base. The text amendments provide a definition for a Repository, restrict the location of such uses, and ensure that the operation and the aesthetics of such facility are consistent with those established for the Entrada development. The Department of Planning and Development recommends approval.

Background:

This is a request to amend the text for the “PD 1-2 Ordinance” to allow a “Repository” as a permitted principal use in certain locations. The previous Town Council granted a Specific Use Permit (“SUP”) for a “Residential Repository” on September 27, 2021 by Ordinance No. 940. The provisions in Ordinance No. 940 stipulated that the “SUP shall automatically revoke and expire upon the occurrence” of several specific circumstances, including if “[t]he use authorized by the SUP is abandoned for more than six consecutive months after either the expiration of the building permit, or, after the issuance of a certificate of occupancy.” The project has been abandoned, and with the renewed interest in developing in Entrada, and reinforcing provisions for architecture, landscape architecture, and land use to realize the full potential of Entrada, the use is not only appropriate for the development and should be permitted as a matter of right; however, additional standards are needed for the use to safeguard the economic and the visual quality of Entrada.

This project was previously issued building permits, and began construction, however the construction has since halted, and the previously issued permits have expired. New building plans are required prior to resuming construction on site.

The proposed text amendment to the PD 1-2 Ordinance --- as shown in the draft ordinance --- primarily focuses on allowing the previously mentioned use of a repository by-right, while also establishing specific performance standards to ensure compatibility with existing and future land uses in the immediate environs.

The draft text amendments to the PD 1-2 provide a definition for “Repository”; restrict the location of a Repository to Block C within Entrada (i.e., the intersection of Aragon Drive and Tarragona Drive); and add additional performance standards intended to ensure that the operation of such establishment will be compatible with the elevated standards for architecture and landscape architecture (i.e., as amended by Ordinance No. 1033), will not adversely impact the livability of the area, and ensuring that motor vehicles, recreational vehicles, small boats, and other related items are appropriately parked and stored.

The proposed amendments to the text of the PD 1-2 Ordinance are consistent with the vision for development in Entrada and the recent amendments to other land development regulations and rules found in the PD 1-2 Ordinance.

Fiscal Impact:

N/A.

Legal Review:

Planning and Zoning Commission:

Department of Planning and Development Recommendation:

The Department of Planning and Development recommends approval of the text amendments to the PD 1-2 Ordinance as presented.

ORDINANCE NO. [REDACTED]

AN ORDINANCE OF THE TOWN OF WESTLAKE, TEXAS, AMENDING ORDINANCE 703, WHICH APPROVED PLANNED DEVELOPMENT ZONING DISTRICT 1-2 (“PD 1-2”), FOR APPROXIMATELY 85.9 ACRE TRACT OF LAND GENERALLY LOCATED TO THE SOUTH OF STATE HIGHWAY 114, TO THE EAST OF DAVIS BOULEVARD, AND TO THE NORTH OF SOLANA BOULEVARD, THAT IS COMMONLY KNOWN AS “ENTRADA”, BY ADDING “REPOSITORY” AS A LAND USE PERMITTED BY-RIGHT; PROVIDING A DEFINITION AND CERTAIN PERFORMANCE STANDARDS FOR A RESPOSITORY; PROVIDING A PENALTY; PROVIDING A CUMULATIVE CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the Town of Westlake, Texas (the “Town”) is a general law municipality;
and

WHEREAS, the Town Council of the Town (the “Town Council”) finds it necessary for the public health, safety, and welfare for development to occur in a controlled and orderly manner in accordance with the Town’s Comprehensive Plan; and

WHEREAS, the Town Council adopted Ordinance 703 on April 22, 2013 establishing PD 1-2 to provide specific rules and regulations for developing an approximately 85-acre tract of land that is generally located to the south of State Highway 114, to the east Davis Boulevard and to the north of Solana Boulevard; and

WHEREAS, the Planning and Zoning Commission met on May 6, 2025 and reviewed and considered the proposed text amendments to PD 1-2 and provided a recommendation to the Town Council; and

WHEREAS, the Planning and Zoning Commission and the Town Council of the Town, in compliance with the laws of the State of Texas with reference to amendments to PD 1-2 have given the requisite public hearing notices by publication and, after holding due meetings in accordance with the Texas Open Meetings Act, is of the general opinion that PD 1-2 should be amended; and

WHEREAS, the Planning and Zoning Commission held a public hearing on November 10, 2025, and reviewed and considered the proposed text amendments to certain provisions as set forth in PD 1-2, and provided a recommendation to the Town Council; and

WHEREAS, upon the recommendation of the Planning and Zoning Commission provided on November 10, 2025, the Town Council believes that, in the interests of the Town and its present and future residents, the developer, and the builder, adopting this Ordinance will help to accelerate the completion of Entrada as well as advance the economic development and physical development of the Town; and

WHEREAS, both the Planning and Zoning Commission and the Town Council recognize the need to add clarity to provisions of PD 1-2 established pursuant to Ordinance 703, as amended subsequently by Ordinances 830, 918, 934, 959, 994, 997, 1001, and 1022 for the implementation of specific development vision and goals for Entrada.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WESTLAKE, TEXAS:

SECTION 1: That all matters stated in the preamble are found to be true and correct and are incorporated herein as if copied in their entirety.

SECTION 2: That Section 3.2 of Article I as provided in Ordinance 703, and amended by Ordinance 852, Ordinance 935, and Ordinance 1022, that is entitled “Words and Terms Defined”, shall be hereby amended to include a new definition for “Repository” as provided below:

Repository: An establishment containing separate, secured storage areas principally used for the storage of motor vehicles, recreational vehicles, small boats, et cetera. This establishment primarily caters to the needs of adjacent and nearby residents and retail sales of any motor vehicles, recreational vehicles, small boats, and other related items is expressly prohibited. The storage of all vehicles and other related items shall comply with all applicable life safety codes, including without limitation the fire code.

SECTION 4: That the “Land Use Schedule”, found in Section 1 of Article II of Ordinance 703, and amended by Ordinance 852, Ordinance 935, and Ordinance 1022 that is entitled “Uses”, shall be hereby amended to include the commercial use entitled “Repository” as a principal use in the Mixed-use Development Land Use Schedule which shall be permitted by-right within PD 1-2, as follows, in alphabetical order under the section of the table entitled “Commercial Uses”:

PERMITTED USES		
<i>X = Permitted, A = Accessory Use, S = SUP, NSA = Not Specifically Addressed in the PD1 use table, Blank = Not Allowed, (*) Signifies Uses with special guidelines, see section [Special Uses]</i>	PD 1	PD 1-2
COMMERCIAL USES		
<u>Repository*</u>		<u>X</u>

SECTION 5: That a new Section 4.5 that is entitled “Repository”, be added to Section 1 of Article II of Ordinance No. 703, and amended by Ordinance 852, Ordinance 935, and Ordinance 1022, be hereby provided as follows:

Section 4.5 Repository: Repositories are permitted by-right in PD 1-2, subject to the following additional standards:

- 1. The repository shall be expressly restricted to the boundaries of Block C and generally located at the northeastern corner of the intersection Aragon Drive and Tarragona Drive, as shown on the Development Plan that is attached hereto as EXHIBIT “A—1”.**
- 2. The repository shall be managed by a single property owner or a property owner’s association, if platted as a commercial condominium.**
- 3. All building designs and building signage shall comply with the applicable provisions established in this Ordinance, as amended, and with the Westlake Entrada Design Guidelines, as amended.**
- 4. All motor vehicles, recreational vehicles, small boats, and other related items shall be parked and stored in a manner that will protect and will**

preserve the aesthetic quality of the area and shall not hinder access to the area to the satisfaction of the Town Manager or his / her designee. No vehicle, boat, or related items shall either be parked or stored in a state of disrepair or constitute a safety hazard.

SECTION 6: That this Ordinance shall be cumulative of all other Ordinances adopted by the Town of Westlake and all provisions of other Ordinances as adopted by the Town of Westlake which are inconsistent with the provisions or terms of this Ordinance are hereby repealed.

SECTION 7: That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the Town of Westlake, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.

SECTION 8: This Ordinance shall take effect immediately from and after its passage as the law in such case provides.

SECTION 9: It is hereby declared to be the intention of the Town Council of the Town of Westlake, that sections, paragraphs, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared legally invalid or unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such legal invalidity or unconstitutionality shall not affect any of the remaining phrases, clauses,

sentences, paragraphs or sections of this Ordinance since the same would have been enacted by the Town Council of the Town of Westlake without the incorporation in this Ordinance of any such legally invalid or unconstitutional, phrase, sentence, paragraph or section.

SECTION 10: This ordinance shall take effect immediately from and after its passage as the law in such case provides.

PASSED AND APPROVED ON THIS 18TH DAY OF NOVEMBER 2025.



Kim Greaves, Mayor

ATTEST:



Dianna Buchanan, Town Secretary

APPROVED AS TO FORM:



Matthew C.G. Boyle, Town Attorney

MAP COLOR	ENTRADA DEVELOPMENT PLAN LAND USE CATEGORIES
[Red]	COMMERCIAL, MIXED-USE COMMERCIAL with RESIDENTIAL
[Dark Red]	STACKED FLATS
[Orange]	SINGLE FAMILY RESIDENTIAL (ATTACHED)
[Yellow]	SINGLE FAMILY RESIDENTIAL (DETACHED)
[Green]	PARKS AND OPEN SPACE (INCLUDING PUBLIC PLAZAS)

AREAS	BLOCK	TYPE	TOTAL ACRES
A	RETAIL CORNER		1.40
B	GAS WELL PAD SITE		7.22
C	RETAIL STORAGE		3.11
D	RETAIL RESTAURANT		1.27
E	CHapel/RECEPTION HALL		0.87
F	RESIDENTIAL		0.74
G	POND		1.28
H	RESIDENTIAL		1.14
I	RESIDENTIAL		1.36
J	RESIDENTIAL		1.36
K	RESIDENTIAL		3.96
L	RESIDENTIAL		1.82
M	RESIDENTIAL		1.48
N	RESIDENTIAL		0.72
O	ENTRADA		0.72
P	PLAZA MAYOR		0.87
Q	MU		0.87
R	COMMERCIAL		0.85
S	RESIDENTIAL		1.29
T	PHARMACEY		1.42
U	MU		0.98
V	RETAIL		1.78
W	RETAIL		1.26
X	RETAIL		1.26
Y	OPEN SPACE		0.87
Z	POND		0.85
AA	MU		0.17
AB	RESIDENTIAL		4.28
AC	POND		1.11
AD	MU		1.42

SITE	LOT / BLOCK	APPROVED ORDINANCE
RETAIL CORNER	BLOCK A & O	SP I ORD 771 I 2-22-15
CVS	LOT 3, BLOCK N	SP I ORD 762 I 12-14-15
PHARMACEY	LOT 2, BLOCK M	SP I ORD 763 I 12-14-15
BLOCK J	LOTS 11-16, 17X-20X, BLOCK J	SP I ORD 783 I 4-25-15
BLOCK I	BLOCK I	SP I ORD 847 I 2-26-18
BLOCK E	LOTS 1R-14, 18X-20X, BLOCK E	SP I ORD 807 I 9-11-17
PLAZA MAYOR	BLOCK K	SP I ORD 854 I 5-21-18
GAS WELL PAD SITE	BLOCK B	SP I ORD 778 I 3-26-15
RESTAURANT ROW	LOTS 2, 3, BLOCK C	SP I ORD 779 I 3-26-15
CHapel / RECEPTION HALL	LOTS 3A, 6, BLOCK C	SP I ORD 853 I 4-30-18
BLOCK C	LOT 1, BLOCK C	SP I ORD 777 I 3-26-15
RETAIL / OFFICE	BLOCK P	SP I ORD 906 I 5-18-20
PHASE 2	BLOCK Q	DP I ORD 830 I 6-19-17
PHASE 3	RESIDENTIAL	

Block B	43 plus hotel
Block D	10
Block E	15
Block F	15
Block G	15
Block H	15
Block I	12
Block J	13
Block M	18
Block N	10 condo
Block P	32 plus two office corners
Block Q	0 Retail/Restaurant/Commercial
Phase III	51
Block K-1	73 Residential Units
Block K-2	Office
Block K-3	Hotel
Block K-4	Retail
Block K-5	
Block L-1	0 Retail/Restaurant/Commercial
Block L-2	0 Retail/Restaurant/Commercial
Block L-3	0 Retail/Restaurant/Commercial
Block L-4	0 Office/Institutional/Hotel
Block L-5	0 Office/Institutional/Hotel
	322 Total Residential Units



Planning & Zoning Commission AGENDA ITEM REPORT

AGENDA ITEM NO: E.2.

Date: November 10, 2025

From: Jason Alexander, Deputy Town Manager Planning and Dev

Item Name: Hold public hearing, discuss, consider and provide a recommendation to the Town Council on a request from Marquis Group to rezone approximately 25 acres of land located at 4110 and 4120 Aspen Lane and currently zoned as R-5, country residential district to the TC, town center form-based development district (town center edge zone). ZC No. 2025-01

Attachments:

1. Application for Change in Zoning
2. Project Description Hertendaal

Summary:

This is a request from the Marquis Group to change the zoning for approximately 25 acres of land located at 4110 and 4120 Aspen Lane from the R-5, country residential district to the TC, Town Center Form-Based Development District. The requested change in zoning reinforces established land uses and development patterns on the property and in the surrounding area --- single-family residential detached --- and is consistent with the Strategic Plan and the vision for development and growth. The Department of Planning and Development recommends approval of the change in zoning request as presented.

Background:

The Town Center Form-Based Development District --- adopted by the Town Council on June 17, 2025 by Ordinance No. 1024 --- is a form-based development district that is further divided into three (3) town center zones: town center edge, town center core, and town center civic. The town center zones may be applied throughout the Town of Westlake --- and are intended to encourage and to reinforce existing and future development patterns that are of an elevated visual quality, that will sustain a robust tax base, and that will afford a premium quality of life to residents, businesses, and visitors alike. The emphasis of the TC, Town Center Form-Based Development District is on the delivery of a predictable set of building regulations and building rules that guide and direct development and growth in the Town of Westlake at the intersection of architecture, landscape architecture, land use, and infrastructure.

The TC, Town Center Form-Based Development District is further divided into three (3) town center zones that may be applied throughout the Town of Westlake:

- Town center edge zones (i.e., primarily detached single-family residential).
- Town center core zones (i.e., mixed-use activity).

- Town center civic zones (i.e., institutional and public activity)

The requested change in zoning is for the town center edge zone. In addition to single-family residential detached units --- other permitted building functions (i.e., uses) --- include community gardens, home occupations, and private gardens.

This change in zoning request is appropriate for the property and the surrounding area as the development patterns in the surrounding area consist predominately of single-family residential detached units --- with the sole exception of the Vaquero Country Club.

The provisions under the TC, Town Center Form-Based Development District for the town center edge zones requires that each single-family residential detached unit provide a minimum habitable space of 4,000 square feet. Further, the provisions under the TC, Town Center Form-Based Development District establish minimum requirements for architecture (e.g., building walls, openings, roofs, and attachments), landscape architecture, and parking (i.e., a minimum of 2.0 assigned parking spaces for each unit).

Finally, the provisions of the TC, Town Center Form-Based Development District regulate (i.e., limit) the following elements:

- Building height --- principal buildings cannot exceed two (2) stories in height.
- Lot coverage --- lot coverage cannot exceed 60 percent.
- Signage --- is limited to an address sign; but a monument sign may be located at the entrance to the residential development.

As the proposed development is for three (3) or more acres of land, a regulating plan is required that requires review and recommendation from the Planning and Zoning Commission and approval by the Town Council. A development agreement is also required for all development projects pursuant to the proposed TC, Town Center Form-Based Development District. In accordance with applicable law, the development agreement may provide further considerations for site design, infrastructure, and other development elements.

The regulating plan and development agreement will further ensure that the proposed development complies with the vision set forth by the Strategic Plan, is consistent with established development patterns in the area, and reflects the elevated standards for aesthetic and visual quality.

The requested change of zoning reflects the vision and the goals of the Strategic Plan and is consistent with the established development patterns in the area.

Fiscal Impact:

N/A.

Legal Review:

Planning and Zoning Commission:

Department of Planning and Development Recommendation:

The Department of Planning and Development recommends approval change of zoning request from R-5, country residential district to the TC, Town Center Form-Based Development District (town center edge zone).



ZONING APPLICATION

Planning and Development Department

Submittal Policy

Upon completion of a pre-application conference with town staff, application is due no later than 12:00pm on the application submittal deadline. All required fees, forms and supporting documents are due at the time of application submittal. Incomplete applications and/or application submitted without a prior pre-application conference will not be accepted.

All applications shall not be considered filed, and administratively complete, until town staff, including the Development Review Committee (DRC), determines that the application meets all requirements of applicable town regulations and/or all DRC comments have been addressed. Applications will not be scheduled for consideration by the Planning and Zoning Commission and the Town Council until all comments have been addressed and required items submitted. Therefore, meeting consideration dates on the [Development Review Calendar](#) are merely shown as guidelines and are subject to change for any given application pending the filing date and determination of administrative completeness by town staff for said application.

Any development related application, including any revisions responsive to staff comments, shall NOT be accepted at the front counter. Application and revisions will only be accepted through a **pre-scheduled** appointment with a pertinent member of Town development review staff. The purpose of the appointment requirement is to ensure all required items are included and/or addressed prior to acceptance by the Town.

Application Submittal Checklist

Applicants must submit the following information for the application to be deemed complete and accepted. An application missing any of the items below will be considered incomplete and cannot be processed until the missing items are provided. All information must be submitted following the specifications listed in the [Development Submittal Guidelines](#) document.

- Pre-Application Meeting Held
- [Application fees](#) furnished
 - *Payment is accepted by check, credit card (3% charge), or [ACH](#). Pay by credit card at the front counter or online. Make checks out to [Town of Westlake](#) and mail or submit to the address below:*

1500 Solana Blvd. Bldg. 7, Suite 7200
Westlake, TX 76262
- Rezoning Request (mm-dd-yyyy)**
 - Written description of proposal
- [Zoning request checklist](#) filled out
 - [Concept Plan Checklist](#) or [Development Plan Checklist](#) filled out

1500 Solana Blvd, Bldg. 7, Ste 7200 | Westlake, TX 76262 | www.westlake-tx.org

Phone: 817-430-0941 | Email: planning@westlake-tx.org



ZONING APPLICATION

Planning and Development Department

**** Town Staff Only ****

<u>Item</u>	<u>Date</u>	<u>Staff Signature</u>
<input type="checkbox"/> Pre-Application Meeting:	_____	_____
<input type="checkbox"/> Application Submittal:	_____	_____
<input type="checkbox"/> Application Fees Furnished:	_____	_____
<input type="checkbox"/> Application Accepted for Review:	_____	_____

Case Number: _____ Total Fees: _____

Description of Property

Project Name: **Hertendaal**
(e.g., Starbucks, QuikTrip, etc....)

Project Address: **4110 to 4120 Aspen Lane**
(e.g., 1234 Westlake Pkwy)

Tax Parcel IDs: **00004550153 and 00003779173**

General Location: **Addresses on Aspen Lane**
(e.g., Northeast Corner of Westlake Pkwy and SH 114)

Subdivision Name: **Hertendaal** Lot(s): **Shelby Estates Lot 6** Block(s): _____
(e.g., Entrada, Solana, Westlake Corners, etc....)

Survey Name(s): **Boggess, Leroy Survey** Abstract(s): **196** Tract(s): **2A1 2A2 2A3**

Development Statistics

Current Zoning: R-5 <small>(Zoning Map)</small>	Proposed Zoning: TC, Town Center Edge Zone <small>(e.g. PD, O, R-1, R-2, etc....)</small>
Current Land Use: Residential <small>(Land Use Map)</small>	Proposed Land Use: Single Family Residential <small>(e.g. Single Family, Office, Mixed-Use, Retail, etc....)</small>
Current Lots: 2	Proposed Lots: 21
Commercial (sf): N/A	Total Acres: 25



ZONING APPLICATION

Planning and Development Department

Applicant/Developer Information

Company: **Marquis Group**
(e.g. Starbucks)

Contact: **Waldemar D. Maya, Jr.**
(e.g. John Smith)

Address: **4445 Buena Vista Street**
(e.g. 123 Happy Lane)

City, State, ZIP: **Dallas, Texas 75205**
(e.g. Westlake, TX 76262)

Email: **wmaya@marquisgroup.net**
(e.g., john.smith@gmail.com)

Phone: **972-955-8761**
(e.g. 555-555-5555)

Owner Information

Company:
(e.g. Starbucks)

Contact: **Nathan L. Graves, Patty Smith**
(e.g. John Smith)

Address: **4110 Aspen Lane, 4120 Aspen Lane**
(e.g. 123 Happy Lane)

City, State, ZIP: **Westlake, Texas 76262**
(e.g. Westlake, TX 76262)

Email: **nato7@flash.net, pattysmith72951@gmail.com**
(e.g., john.smith@gmail.com)

Phone: **817-917-1607, 817-312-0911**
(e.g. 555-555-5555)



ZONING APPLICATION

Planning and Development Department

Designation of Agent Form

I hereby authorize the person designated below, to act in the capacity as my agent for the application, processing and the representation of this request. The designated agent shall be the principal contact person with the Town of Westlake (and vice versa) in processing and responding to requirements, information requests or other issues relative to this request.

PROPERTY OWNER

Printed Name: **Nathan L. Graves**

Signature: _____

Date: **October 20, 2025**

APPLICANT

Printed Name: **Waldemar D. Maya, Jr.**

Signature: _____

Date: **October 20, 2025**

DESIGNATED AGENT

Printed Name: **Waldemar D. Maya, Jr.**

Signature: _____

Date: **October 20, 2025**

Property Address: **4110 Aspen Lane**

City, State, ZIP: **Westlake, Texas 76262**

Email: **wmaya@marquisgroup.net**

Phone: **972-955-8761**



ZONING APPLICATION

Planning and Development Department

Designation of Agent Form

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PROPERTY OWNER

Printed Name: **Patty Smith**
Signature: *Patty Smith*
Date: **October 20, 2025**

APPLICANT

Printed Name: **Waldemar D. Maya, Jr.**
Signature: *Waldemar D. Maya, Jr.*
Date: **October 20, 2025**

DESIGNATED AGENT

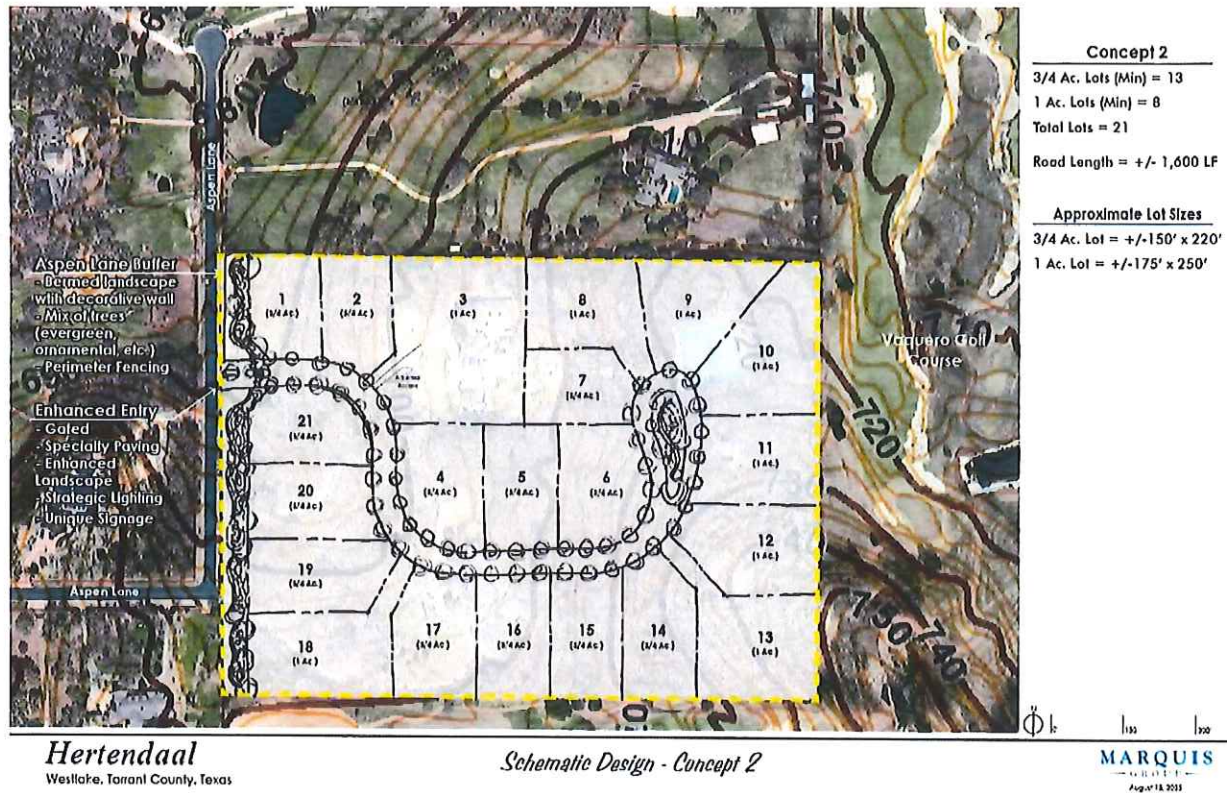
Printed Name: **Waldemar D. Maya, Jr.**
Signature: *Waldemar D. Maya, Jr.*
Date: **October 20, 2025**
Property Address: **4120 Aspen Lane**
City, State, ZIP: **Westlake, Texas 76262**
Email: **wmaya@marquisgroup.net**
Phone: **972-955-8761**

Town Center Form - Based Development District

TOWN CENTER EDGE ZONE

Development Agreement: To come upon approval of the proposed development

Regulating Plan:



This is a 25 acre plan made up of two lots one of 13 acres and one of 12 acres.

The land use allocation is single family residential. It is not located in a civic space allocation but meets the form-based development district.

Minimum Information Required:

1. the proposed order (sequence) for development or modification of buildings and other elements of the built environment within the private lots;

- One phase development.
- Clearing the land of dead trees and underbrush
- Infrastructure implementation of Dry and Wet Utilities (Storm sewer if required, Sanitary Sewer, Water and Hydrants, Dry Utilities [electricity, Internet, security, phone])
- Thoroughfare implementation 24' to 35' wide with entrance set back of 30 feet from Aspen Lane, gated

- Perimeter privacy fence along Aspen Lane, softly downlighted.
2. the proposed layout of development - See above rendition depiction.
 3. the proposed thoroughfare assemblies and their locations - See above rendition depiction.
 4. the proposed civic space types and their locations - Not applicable to the proposed development.
 5. the proposed allocation of town center zones - Not applicable to the proposed development.
 6. the proposed density calculations - .84 units per acre
 7. the additional guidelines for architecture and/ or landscape architecture, if any.

OBJECTIVES

The following are the main objectives for architectural design at Hertendaal:

- To design buildings that respond to the climate, history and culture of the Westlake Texas Country location.
- To create buildings that, through their design, massing, and materials convey a sense of timelessness, permanence and quality.
- To encourage the integration of architecture and landscape: building designs should respond to the existing landscape landforms, and site elements, thus promoting a strong interior-exterior relationship;
- To promote sustainable building design and material choices; and
- To thoughtfully integrate green building standards such as rainwater harvesting and Green Building rating.