



## Town of Westlake

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

### Planning & Zoning Commission Committee Minutes - Final

---

Tuesday, March 11, 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](http://www.westlake-tx.org).

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

Chair Coffey called the meeting to order at 5:01 PM and announced a quorum present. Chair Coffey then welcomed new Commissioner Jennifer Konz-Alt and thanked previous Commissioner Bjorn for her service.

#### PRESENT:

Chair Adam Coffey  
Vice Chair Terry Wilkinson  
Commissioner Jennifer Konz-Alt  
Commissioner David Ricci  
Commissioner Nizar Didarali  
Commissioner Rachit Gupta

#### ABSENT:

Commissioner Lanny Huggins

#### STAFF PRESENT:

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

#### B. PLEDGES OF ALLEGIANCE

Chair Coffey led the Pledges of Allegiance.

#### C. CITIZEN COMMENTS

There was no one to speak at this time.

#### D. APPROVAL OF MINUTES

- D.1. 25-69 Consider and act to approve the Planning and Zoning Commission December 10, 2024 Regular Meeting Minutes

Motion to approve the December 10, 2024 minutes by Commissioner Didarali and Motion Second by Commissioner Gupta. Chair Coffey called for the vote.

MOTION APPROVED. COMMISSIONER HUGGINS WAS ABSENT.

E. NEW BUSINESS

- E.1. 25-64 Discuss, consider and act to recommend approval to Town Council of Ordinance 1020 approving text amendments to PD, Planned Development District No. 3-5A generally located at the intersection of and along State Highway 114 and State Highway 170; providing a penalty; providing a savings clause; and establishing an effective date.

Deputy Town Manager Jason Alexander presented the item. The proposed text amendments are intended to build upon the Strategic Plan - as adopted by the Town Council on February 18, 2025 - while introducing contemporary urban planning and urban design practices and techniques for development within the 16.4 acres generally located at the intersection of and along State Highway 114 and State Highway 170. Discussion held. Motion to recommend approval by Vice Chair Wilkinson and Motion Second by Commissioner Didarali. Chair Coffey called for the vote.

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

- E.2. 25-68 Receive an overview of and hold discussion on the future role of the Planning and Zoning Commission serving in the capacity as the Capital Improvements Advisory Committee ("CIAC").

A representative from Freese and Nichols presented the item. CIAC provides recommendations to the governing body, in accordance with State Law, on capital improvements such as road improvement projects, infrastructure projects and impact fees to fund various other capital improvements based on development patterns and growth projections. Discussion held. There were no questions from the Commissioners.

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

There were no Staff announcements.

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

The next Planning and Zoning Commission meeting is April 8, 2025 at 5 PM.

**J. EXECUTIVE SESSION**

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.

There was no Executive Session held.

**K. TAKE ANY ACTION, IF NEEDED, FROM EXECUTIVE SESSION**


There was no Executive Session held.

**L. ADJOURNMENT**

Chair Coffey adjourned the meeting at 5:24 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.