



CITY OF CRESTVIEW

OFFICE OF THE CITY CLERK

P.O. DRAWER 1209, CRESTVIEW, FLORIDA 32536

Phone # (850) 1560 Fax # (850) 682-8077

February 10, 2020

6:00 PM

Council Chambers

REGULAR COUNCIL MEETING

1. **Call to Order**
2. **Invocation, Pledge of Allegiance**
3. **Open Policy Making and Legislative Session**
4. **Approve Agenda**
5. **Special Presentations**
6. **Reports and Presentations**
7. **Approval of Minutes**
8. **Public Hearings**
9. **Public Opportunity on Council propositions**
10. **Consent Agenda**
 - 10.1. Permission to apply for the 2020 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.
 - 10.2. Approval to Spend Forfeiture Funds
 - 10.3. Dollar General - PJ Adams Construction Plans
11. **Resolutions**
12. **Public Hearings - Ordinances on Second Reading**
 - 12.1. Ordinance 1713 - Fratangelo Comprehensive Plan Amendment
 - 12.2. Ordinance 1714 - Fratangelo Rezoning

13. Ordinances on First Reading

- 13.1. Ordinance 1741 - Linc Grant Comprehensive Plan Amendment
- 13.2. Ordinance 1742 - Linc Grant Rezoning
- 13.3. Ordinance 1743 - Magnolia Creeks Comprehensive Plan Amendment
- 13.4. Ordinance 1744 - Magnolia Creeks Rezoning
- 13.5. Ordinance 1745 - McKinnie Annexation
- 13.6. Ordinance 1746 - McKinnie Comprehensive Plan Amendment
- 13.7. Ordinance 1747 - McKinnie Rezoning
- 13.8. Ordinance 1739 - Rencich Rezoning

14. Action Items

- 14.1. Skateboard Park design contract with American Ramp Company

15. Comments from the Audience

16. Comments from the Mayor and Council

17. City Clerk Report

18. City Manager Report

19. Adjournment

Note: Citizen Business is business that was submitted by a citizen or group of Citizens no later than the Wednesday 2 weeks prior to the meeting to the Clerk's office for approval. These items will be scheduled under item 6, Reports and Presentations. Supporting documents must be submitted at this time to be on the regular agenda. All Action Item are for staff and elected officials only and must be submitted for approval no later than the Wednesday 10 days prior to the meeting. Those not listed on the regular agenda who wish to address the council should fill out a yellow card. The Card must be submitted to the City Clerk. Speaking time should be three minutes or less, large groups may designate a spokesperson. All remarks should be addressed to the Council as a whole and not to individual members. All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. If any person decides to appeal any decision made by the City Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City Council of the City of Crestview, Florida does not discriminate upon the basis of any individual's disability status. Anyone requiring reasonable accommodation as provided for in the American With Disabilities Act to insure access to and participation in the meeting should contact the Office of the City Clerk at (850)682-1560 prior to the meeting to make appropriate arrangements.

Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM:
DATE: 2/6/2020
SUBJECT: Permission to apply for the 2020 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.

BACKGROUND:

In order to provide better municipal service and care for the victims of crimes that occur in the City of Crestview, the position of Victim Advocate is being added to the Police Department. The Federal VOCA assistance grant program offers funding to local community providers for use in responding to the emotional and physical needs of crime victims, assisting victims in stabilizing their lives after their victimization, helping victims to understand and participate in the criminal justice system, and providing victims with a measure of safety and security.

DISCUSSION:

One of a police officer's or criminal investigator's primary functions is to solve crimes by identifying the person(s) who committed the crime and establish enough probable cause to make an arrest. These crimes, especially violent crimes, leave victims who may need assistance in becoming whole again. Victim advocates assist victims of crimes through those processes.

A victim advocate is a professional trained to support victims of crime. Advocates offer victims information, emotional support, and help finding resources and filling out paperwork. Sometimes, advocates go to court with victims. Advocates may also contact organizations, such as criminal justice or social service agencies, to get help or information for victims. Some advocate staff crisis hotlines, run support groups, or provide in-person counseling.

Having a victim advocate on staff will increase the Crestview Police Department's ability to provide victims of crime with a higher degree of professional service. In addition, the victim's advocate will allow for officers and investigators to spend more time establishing probable cause. Successfully earning the VOCA assistance grant will allow the City of Crestview to recoup some of the cost of providing these services.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Communication- To engage, inform and educate public and staff

Quality of Life- these six areas focus on the overall experience when provided by the city.

Safety- Ensure the continuous safety of citizens and visitors

FINANCIAL IMPACT

The Victim Advocate position is anticipated to cost \$56,320.33. If successful in being award this grant, it is anticipated the grant will pay up to \$37,759.52 in personnel cost, \$3,375.92 in equipment, \$640.80 in operating expense and \$2,000.00 in training. This totals \$43,776.24. There is a matching requirement for the VOCA grant, the match will be \$10,944.06 and will receive a credit of \$1,600.00 for supervision of the victim advocate. Successfully securing the VOCA grant provides the City of Crestview the opportunity to recoup these funds this budget year. This position is funded without the grant.

RECOMMENDED ACTION

Staff respectfully requests the Mayor and City Council approval for Crestview Police Department to apply for the 2020 Attorney General's Victim of Crime Act (VOCA) Assistance Grant.

Attachments

1. Grant Draft

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Applicant Information

Provide the legal name of the Applicant Agency. If awarded funding, this information will be used for contract purposes.

Crestview Police Department

Federal Data Universal Numbering System (DUNS) Number: 025063611
Federal Employee Identification Number (FEIN): 596000295
Registered with the System of Award Management (formally CCR)? Yes

Agency Director: Prefix (Mr., Ms., Dr., etc.) Honorable Title: Chief

Name: Stephen McCosker

Telephone #: (850) 307-3748 Fax #: (850) 682-2080

Mailing Address: 201 Stillwell Blvd
(Street, P.O. Box, etc.)

City: Crestview State: Florida

Zip Code: 32539-2221

Email Address: McCoskerS@crestviewpd.org

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Performance Report Contact: Prefix (Mr., Ms., Dr., etc.) Major Title: Support Services

Name: Raymond Harp

Telephone #: (850) 306-3748 Fax #: (850) 682-2080

Mailing Address: 201 Stillwell Blvd.
(Street, P.O. Box, etc.)

City: Crestview State: Florida

Zip Code: 32539-2221

Email Address: harpr@crestviewpd.org

Financial Contact: Prefix (Mr., Ms., Dr., etc.) Mrs. Title: Finance Director

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VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Applicant Information

Name: Gina Toussaint

Telephone #: (850) 682-1560 Fax #: (850) 683-0476

Mailing Address: 198 N. Wilson Street
(Street, P.O. Box,
etc.)

City: Crestview State: Florida

Zip Code: 32536-3436

Email Address: ginatoussaint@cityofcrestview.org

I acknowledge that I have read, understand, and agree to the conditions set forth in the Victims of Crime Act (VOCA) Grant Application, Instructions and the VOCA Rules for the duration of the grant period. I certify that the information contained in this application is true, complete and correct.

I acknowledge that the applicant agency, if awarded a VOCA grant, will comply with Federal Rules Regulating Grants and State Criteria. Subrecipients must comply with the applicable provisions of VOCA, the VOCA Rules, the requirements of the OJP Financial Guide, effective edition, and all laws, rules and regulations applicable to expenditures of State funds including the Reference Guide for State Expenditures. Subrecipients must maintain appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes: financial documentation for disbursements; daily time and attendance records specifying time devoted to allowable VOCA victim services; client files; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records which facilitate an effective audit. Subrecipients will abide by any additional eligibility or service criteria as established by the state grantee including submitting statistical and programmatic information on the use and impact of VOCA funds, as requested.

PUBLIC AGENCIES ONLY: I hereby certify that pursuant to the VOCA Rules, grant funds will be used to enhance or expand services and will not be used to supplant state and local funds that would otherwise be available for crime victim services.

Signature of Agency Director: Chief Stephen McCosker

Date: February 03, 2020 3:26PM

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Agency Eligibility

1) Identify which of the following categories best describes the applicant agency:

Public

2) Describe the type of implementing agency (choose only one category):

✓

Government Agencies Only (choose one from the drop-down menu):

Law Enforcement

Describe Other:

Campus Organizations Only (choose one from the drop-down menu):

Describe Other:

Non-profit Organization Only (choose one from the drop-down menu):

**Federally Recognized Tribal Governments, Agencies, and Organizations Only
(choose one from the drop-down menu):**

Describe Other:

3) Judicial circuit to be served:

First

4) Subgrantee Agency Service Area(s) (List the counties that cover the service area of your organization);

Okaloosa County

5) List the total population of the service area:

25,675

6) Describe the geographic characteristics of the service area (choose one from the drop-down menu):

Urban

7) Congressional District(s) served:

1st

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Agency Eligibility

- 8) **Describe the purpose of the Proposed VOCA sub award: (choose one from the drop-down menu):**
Start up a new victim services project
- 9) **Funds will primarily be used to (choose one from the drop-down menu):**
Offer new types of services
- 10) **Is the applicant organization faith-based? (choose one from the drop-down menu):**
No
- 11) **Include the address of the location(s) victim services will be provided:**
On-Site at Victim's Residence and at :
Crestview Police Department
201 Stillwell Blvd.
Crestview, Florida 32539-2221
- 12) **Provide the agency's website address:**
crestviewpd.org

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VOCA 2020-2021
Organization: City of Crestview Police
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Certification Regarding Debarment

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

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Certification Regarding Debarment

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Non-procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

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9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which the transaction originated may pursue available remedies, including suspension and/or debarment.

U. S. DEPARTMENT OF JUSTICE
OFFICE OF THE COMPTROLLER
OFFICE OF JUSTICE PROGRAMS

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered transactions
(Sub-Recipient)

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR Part 67.510. Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160 B 19211).

- 1) The prospective lower tier participant certifies, by submission of the proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Certification Regarding Debarment

Chief Stephen McCosker
Name and Title of Authorized Official

✓

Signature of Authorized Official

January 16, 2020 4:25PM

Date Signed

Crestview Police Department
Name of Organization

201 Stillwell Blvd
Address of Organization

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Special Conditions Certification

Victims of Crime Act (VOCA) Section 539, Consolidated and Further Continuing Appropriations Act, 2013, Special Conditions Certification Form

Section 539 of the Consolidation and further Continuing Appropriations Act, 2013 provides the following requirement:

Computer Network Requirement

The Agency understands and agrees that:

a) No award funds may be used to maintain or establish a computer network system unless such network blocks the viewing, downloading, and exchanging of pornography, and

b) Nothing in item (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

* Each agency must have some type of blocking software, if their networks are supported ("maintained") by VOCA funds;

* This includes the purchase of new computer equipment (computers, monitors and printers), or software of any kind (new and/or updates) for the computer network system.

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AGENCY CERTIFICATION:

✓ VOCA funding is **NOT USED** to maintain or establish a computer network system.

OR

VOCA funding is **USED** to maintain or establish a computer network system. However, the computer network system is (select one below):

Is currently blocking the viewing, downloading, and exchanging of pornography, or

Is not able to block the viewing, downloading and exchanging of pornography.
Anticipated date of blocking software purchase (fill in date), or

Exempt because organization is a Federal, State, tribal, or local law enforcement agency, or an entity carrying out criminal investigations, prosecutions, or adjudication activities.

Agency Name: Crestview Police Department

Name of Authorized Official: Chief Stephen McCosker

Signature and Title of Authorized Official: ✓

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VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Special Conditions Certification

Date of Certification: 2/3/2020

OAG Staff Only:

Approved

Not Approved

Approved By

February 03, 2020 3:28PM
Date Approved

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U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime
AWARD CONTINUATION
SHEET
Grant

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements—whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period—may result in the Office of Justice Programs (“OJP”) taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice (“DOJ”), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the “Part 200 Uniform Requirements”) apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

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For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain – typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies – and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide



References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be

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applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate), as well as the Florida Office of the Attorney General ("OAG"), in writing of the potential duplication, and, if so requested by the DOJ awarding agency and/or OAG, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

7. Requirements related to System for Award Management and Universal Identifier Requirements



The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by the reference here.

This condition does not apply to an award, to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

8. Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must—

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both—

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(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

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2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

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C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at E-Verify@dhs.gov. E-Verify employer agents can email E-Verify at E-VerifyEmployerAgent@dhs.gov.

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Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)—(1) creates, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that—for purposes of federal grants administrative requirements—OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirements for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

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The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that—for purposes of federal grants administrative requirements—OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

12. Unreasonable restrictions on competition under the award; association with federal government SCOPE. This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).
1. No discrimination, in procurement transactions, against associates of the federal government Consistent with the (DOJ) Part 200 Uniform Requirements—including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process")—no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.
2. Monitoring
The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.
3. Allowable costs
To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.
4. Rules of construction
A. the term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government—as an employee, contractor or subcontractor (at any tier), grant recipient or subrecipient (at any tier), agent, or otherwise—in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on

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behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

13. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

14. Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated—in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute—that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

15. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and

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reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of “Postaward Requirements” in the DOJ Grants Financial Guide”).

16. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

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17. OJP Training Guiding Principles

Any training or training materials that recipient—or any subrecipient (“subgrantee”) at any tier—develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.

18. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ award agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

19. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the performance of this award, if the recipient is designated as “high-risk” for purposes of the DOJ high-risk grantee list.

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination – 28 C.F.R. Part 42

The recipient, and any subrecipient (“subgrantee”) at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

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21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

23. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awards by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law).

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

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24. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2019)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award— (1) submitted a claim that violates the False Claim Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by—(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG web site at <https://oig.justice.gov/hotline>.

26. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which related to classified information), Form 4414 (which related to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

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1. In accepting this award, the recipient—

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both—

a. it represents that—

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

27. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

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The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

28. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Message While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

29. Requirements to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

30. Discrimination Findings

The recipient assures that in the event that a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the ground of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this award, the recipient will forward a copy of the findings to the Office for Civil Rights of OJP.

31. VOCA Requirements

The recipient assures that the State and its subrecipients will comply with the conditions of the Victims of Crime Act (VOCA) of 1984, sections 1404(a)(2), and 1404(b)(1) and (2), 34 U.S.C. 20103(a)(2) and (b)(1) and (2) (and the applicable program guidelines and regulations), as required. Specifically, the State certifies that funds under this award will:

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a) be awarded only to eligible victim assistance organizations, 34 U.S.C. 20103(a)(2);

b) not be used to supplant State and local public funds that would otherwise be available for crime victim assistance, 34 U.S.C. 20103(a)(2); and

c) be allocated in accordance with program guidelines or regulations implementing 34 U.S.C. 20103(a)(2)(A) and 34 U.S.C. 20103(a)(2)(B) to, at a minimum, assist victims in the following categories: sexual assault, child abuse, domestic violence, and underserved victims of violent crimes as identified by the State.

32. The recipient, and any subrecipient ("subgrantee") at any tier, must authorize the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and right to examine all records, books, paper or documents related to the VOCA grant.
33. The recipient must submit a Subgrant Award Report (SAR) to OVC for each subrecipient of the VOCA victim assistance funds, within ninety (90) days of awarding funds to the subrecipients. Recipients must submit this information through the automated system.
34. The recipient agrees to submit (and, as necessary, require sub-recipients to submit) quarterly performance reports on the performance metrics identified by OVC, and in the manner required by OVC. This information on the activities supported by the award funding will assist in assessing the effects that VOCA Victim Assistance funds have had on services to crime victims within the jurisdiction.
35. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

36. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the

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federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIS), and are incorporated by reference here.

37. "Methods of Administration" – monitoring compliance with civil rights laws and nondiscrimination provisions

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with applicable federal civil rights laws and nondiscrimination provisions. Within 90 days of the date of award acceptance, the recipient must submit to OJP's Office for Civil Rights (at CivilRightsMOA@usdoj.gov) WRITTEN Methods of Administration ("MOA") for subrecipient monitoring with respect to civil rights requirements. In addition, upon request by OJP (or by another authorized federal agency), the recipient must make associated documentation available for review.

The details of the recipient's obligations related to Methods of Administration are posted on the OJP web site at <https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm> (Award condition: "Methods of Administration" – Requirements applicable to States (FY 2017 Update)), and are incorporated by reference here.

38. The recipient agrees that it will submit quarterly financial status reports to OJP online (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.gsa.gov/forms-library/federal-financial-report>), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
39. The Victims of Crime Act (VOCA) of 1984 states that VOCA funds are available during the federal fiscal year in which the award was actually made, plus the following three fiscal years. At the end of this period, VOCA funds will be deobligated. OJP has no discretion to permit extensions beyond the statutory period (E.g., VOCA funds awarded in FY 2019, are available until the end of FY 2022).

Agency Name: Crestview Police Department

Name of Authorized Official: Chief Stephen McCosker

Signature of Authorized Official: ✓

Date Signed: January 16, 2020 4:57PM

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EEOP Certification Form

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Carefully read the instructions below and then complete the applicable section for your agency.

Recipient's Name: City of Crestview Police

DUNS Number: 025063611

Address: 201 Stillwell Blvd, Crestview, Florida, 32539-2221

Grant Title: VOCA 2020

Grant Number: VOCA-2020-City of Crestview
Police-00253

Requested Award Amount: \$0

Name and Title of Contract Person: Honorable Stephen McCosker Chief

Telephone Number: (850) 307-3748

E-Mail Address: McCoskerS@crestviewpd.org

Section A - Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

Recipient has less than fifty employees.

Recipient is an educational institution.

Recipient is a nonprofit organization.

Recipient is a medical institution.

Recipient is an Indian tribe.

Recipient is receiving an award less than
\$25,000.

I, [responsible official],
certify that [recipient] is
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302.
I further certify that [recipient]
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the
delivery of services.

✓ **Section B - Declaration Claiming Exemption from the EEOP Submission Requirement and
Certifying that an EEOP is on File for Review**

*If a recipient agency has fifty or more employees and is receiving a single award or subaward of
\$25,000 or more, but less than \$750,000, then the recipient agency does not have to submit an EEOP
to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):*

I, Chief Stephen McCosker [responsible official],
certify that Crestview Police Department [recipient],
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or
more, but less than \$750,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt.
E. I further certify that within the last twenty-four months, the proper authority has formulated and

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EEOP Certification Form

signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

Crestview City Hall Human Resources [organization],
198 N. Main Street, Crestview, Florida, 32536 [Address].

Section C - Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$750,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, [responsible official],
certify that [recipient],
which has fifty or more employees and is receiving a single award of \$750,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Chief Stephen McCosker
Name and Title of Authorized Official

✓
Signature of Authorized Official

January 16, 2020 5:21PM
Date Signed

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Related Parties Questionnaire

Agency Name: Crestview Police Department

- 1) Are there currently any family relationships that exist between the board of directors, the agency's principal officers, the agency's employees, and any independent contractors? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

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- 2) Are you aware of any interests, direct or indirect, that exist with the current board of directors, the current agency principal officers, the current agency employees, or any current independent contractors in the following area?

- A) Sale, purchase, exchange, or leasing of property? No
B) Receiving or furnishing of goods, services, or facilities? No
C) Transfer or receipt of compensation, fringe benefits, or income or assets? No
D) Maintenance of bank balances as compensating balances for the benefit of another? No

If yes to any above, describe any and all interests that you are aware of at this time.

- 3) Are any current board of directors, current agency's principal officers, current agency's employees, or any current independent contractors indebted to the agency? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

- 4) Have any current board of directors, current agency principal officers, current agency employees, or any current independent contractors misappropriated assets or committed other forms of fraud against the agency? No

If yes, describe any and all family relationships that exist and indicate if your agency has a related parties policy.

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Grant No.: VOCA-2020-City of Crestview Police-00253
Related Parties Questionnaire

By signing this form, I hereby certify that the information contained in this questionnaire is true and accurate to the best of my knowledge and belief. I acknowledge my obligation to notify the Office of the Attorney General VOCA Grant Manager for this contract of any changes to the information provided.

Chief Stephen McCosker
Name and Title of Authorized Official

✓
Signature of Authorized Official

January 16, 2020 5:27PM
Date Signed

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Personnel Budget: Victim Advocate 1

Agency Name: Crestview Police Department

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Victim Advocate	\$50,346.02	\$37,759.52	75%	0.75

Personnel Narrative: The Crestview Police Dept. is hiring one victim advocate.

Sub-Total \$50,346.02 \$37,759.52 0.75

Agency Contribution for Personnel Expenses \$12,586.50

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Pay Schedule: (choose one from the drop-down menu) Weekly

Position Number: 1

Hours per week = 40
 Hourly Rate = \$16.50

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$34,320.00		\$34,320.00	\$660.00
FICA		7.5%	\$2,574.00	\$49.50
Retirement		11.3%	\$3,878.16	\$74.58
Health Ins.			\$7,806.96	\$150.13
Life Ins.			\$138.60	\$2.67
Dental Ins.			\$180.00	\$3.46
Workers Comp		4.22%	\$1,448.30	\$27.85

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2020-2021

Organization: City of Crestview Police

Grant No.: VOCA-2020-City of Crestview Police-00253

VOCA Personnel Budget: Victim Advocate 1

Unemployment	0%	\$0	\$0
(1st \$7K)			
Other:			\$0
	TOTAL	\$50,346.02	\$968.19

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No

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**OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Contractual/Fee for Service Budget**

Agency name: Crestview Police Department

For each contractual service listed, include a description of the service to be provided, the business name of the contractor, the cost per unit of service, and the estimated units of service to be used. Indicate in the narrative section how the number of services requested was determined. Also, give a description of a unit of service, e.g., a 60 minute unit of legal services, a 60 minute individual therapy session, and a 90 minute group therapy session.

Therapy must be requested at a maximum of the following rates, per 15 minute increment/unit:

Individual Therapy- \$25 per unit
Family Therapy- \$12.25 per unit/per person
Group Therapy- \$8 per unit/per person

EXAMPLE - Budget Narrative:

Therapy, Inc., will provide therapy for adult survivors of incest. It is anticipated that this service will be used approximately 10 times during the year.

Contractual Services - Contracts for specialized services:

Name of Business or Contractor / Budget Narrative	Cost Per Unit of Service	Estimated Units of Service	Total
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Name of Business or Contractor:

Budget Narrative:

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Contractual Subtotal			\$0
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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Equipment Budget

Agency Name: Crestview Police Department

Items included in this section must be furniture and/or equipment costing \$2,500 or more. If awarded funds in this category, prior approval is required before purchasing items. Provide a justification for the equipment purchase requests.

EXAMPLE - Narrative Response:

The computer will increase the advocate's ability to reach and better serve crime victims. The cost listed above is for a complete computer package which includes the computer, monitor, software and printer.

ALL EQUIPMENT PURCHASES MUST BE PRE-APPROVED PRIOR TO THE ACTUAL PURCHASE

Equipment:

Description of Equipment and a Budget Narrative	Number	Cost Per Item	Total
Description of Equipment: Computer, monitor, software, speakers, upc...	1	\$3,375.92	\$3,375.92
Budget Narrative: A computer and accessories are will allow the advocate to coordinate with other institutions/Agencies and track, record, and network on a daily basis. This in turn will mean better and more efficient service to victims of crimes.			
Equipment Subtotal			\$3,375.92

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Operating Budget

Agency name: Crestview Police Department

Office supplies such as paper, pencils, toner, printing, books, postage, transportation for victims; monthly service costs for telephone or utilities; staff travel (for direct service to crime victims only), etc. Furniture and equipment costing less than \$2,500 should be requested from this budget category. In the narrative section, provide a brief description of the operating expenses and note if the cost is pro-rated. Indicate how the number and cost of services requested were determined (by FTE? by % use? by sq/ft?).

EXAMPLE- Narrative Response:

The Victim Advocate will need monthly telephone service calculated at \$20 per month, which is the standard rate budgeted for new positions in this agency.

Operating:

Description of Operating Cost and a Budget Narrative	Number	Cost Per Item	Total
Description of Operating Cost: Telephone with monthly service	1	\$640.80	\$640.80
Budget Narrative: The Victim Advocate will need monthly telephone service calculated at \$53.40 a month. This is our standard rate for new positions with texting included. The total for a year is \$640.80			
Operating Subtotal			\$640.80

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Training Budget: Victim Service Training offered by FCPTI

Agency Name: Crestview Police Department

Training requested must be to enhance delivery of victim services.

Travel associated with training must adhere to the State of Florida Travel Rules.

If awarded funds in this category, additional information will be required prior to incurring costs associated with training.

The narrative should include the name and detailed information on the training and a justification for how it will enhance

direct services to crime victims. VOCA funds will only reimburse registration, lodging and travel.

Florida Administrative Rules related to travel expenses:

[Click Here](#)

Section 112.061, Florida Statutes- Travel Expenses:

[Click Here](#)

Reference Guide for State Expenditures:

[Click Here](#)

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Training Expenses:

Description of Training Expenses and a Budget Narrative	Number	Cost Per Item	Total
Description of Training Expenses: Victim Service Training offered by FCPTI Budget Narrative: Approved training offered by Florida Crime Prevention Training Institute for 1 victim advocate	1	\$2,000.00	\$2,000.00
Training Subtotal			\$2,000.00

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Match Budget: salary match

Agency Name: Crestview Police Department

Program Match: The VOCA Rules require that all proposals provide a 20% match of the total VOCA project. Total VOCA Project is defined as the VOCA Budget Request plus the Program Match. Match funds are subject to the same restrictions that govern VOCA grant funds, i.e., the source of program match must be a VOCA-allowable expenditure. Training is not approved as a matching contribution.

To determine the amount of match required by the VOCA Rules for the proposed VOCA project, divide the total amount of the VOCA Budget Request by four. The result is the amount of the program match. For example, if the VOCA Budget Request is \$30,000, then divide \$30,000 by four which equals \$7,500. In this case, the required match is \$7,500 which equals 20% of the total VOCA project. The following further illustrates the program match requirement:

\$30,000
+ \$7,500
\$37,500

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Allowable match funds may include, but are not limited to, volunteers, staff salaries, rent, equipment, operating costs, etc. Federal funds from other sources cannot be used for VOCA match. Match used for the VOCA project cannot be used as match for any other grant. Do not over report match, i.e., do not provide match in excess of 20% of the total VOCA project. Match may be provided as either cash or in-kind or a combination of cash and in-kind as follows:

Cash Match: A cash match is any cost component that is included in the agency's overall budget as it applies to the provision of direct services for victims of crime, i.e., staff providing direct victim services, travel related to the delivery of direct victim services, rent paid by the agency for the portion of the program providing direct victim services, etc. If the agency pays for the expense, then it may be used as a cash match.

In-Kind Match: An in-kind match includes donated items or services that benefit the program but which do not have a dollar value assigned for budgeted purposes. For example, programs may use volunteer hours as match. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the applicant agency. If the required skills are not found in the applicant agency, the rate of compensation must be consistent with the labor market. Programs may use items donated by other programs or individuals as in-kind match, i.e., rent and utilities used for the provision of direct services to victims and donated by another source outside the agency.

The Program match section is an itemized description by budget category of proposed matching contributions. The budget categories are personnel, contractual services, equipment and operating expenses. Provide a detailed (itemized) list and a budget narrative for each budgeted category. Indicate the funding source and indicate if it is a cash or in-kind match. Do not over report required match. Unless otherwise approved by the OAG, reported match must be consistent with the monthly reimbursement request.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Match Budget: salary match

Match Narrative: Describe in detail the type of Match, whether cash or in-kind, the budget category, etc. Submit the same detailed information for match as provided for VOCA funded items. If match is in the personnel category for paid staff complete the table below (attach additional page(s) if needed) and provide the total salary and benefits and percentage. Attach job descriptions for all paid staff and/or volunteers reported as Match. Job descriptions must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is reported as Match. Failure to provide VOCA allowable job descriptions may result in a reduction to your request.

EXAMPLES- Match Narrative:

Our agency utilizes volunteers who provide direct services to victims of crime, such as intake clerks, clerical (types reports and calls victims) and victim advocates. The agency anticipates using volunteers at the equivalent of 20 - 23 hours per week x 52 weeks x \$5.15 for a match of \$5,698.

* Only those agencies with an established volunteer component are eligible to utilize volunteers as match.

The agency rents office space from the Global Company at \$14,400 annually and the agency's pro-rated portion for office space for volunteers and supervisor of the victim advocate would be approximately 19% (or \$234 per month) x 12 months = \$2,807.

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Approximately 5% of the Victim Advocate Supervisor position will be utilized to provide supervision for the victim advocate position. The supervisor's total salary and benefits equal \$32,000.

Program Match Description	Funding Source	Cash or In-Kind	Budget Category	Match Amount
salary match	May not be derived from Federal Dollars	In-Kind		
Match Sub-Total	Local, Public or Private	Cash	Personnel	\$1,600.00
Budget Narrative:				\$1,600.00

Crestview is paying 5% for a supervisor.

VOCA FTE %	0.25%			
Hours per week =	40	RATE	Employer Cost	Reported Match =
Hourly Rate =	\$16.50			25%
Annual Gross Salary	\$34,320.00		\$34,320.00	\$8,580.00
FICA		7.5%	\$2,574.00	\$643.50
Retirement		11.3%	\$3,878.16	\$969.54
Health Ins.			\$7,806.96	\$1,951.74
Life Ins.			\$138.60	\$34.65
Dental Ins.			\$180.00	\$45.00
Workers Comp		4.22%	\$1,448.30	\$362.08
Unemployment		0%	\$0	\$0
Other				\$0
TOTAL			\$50,346.02	\$12,586.51

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2020-2021

Organization: City of Crestview Police

Grant No.: VOCA-2020-City of Crestview Police-00253

VOCA Match Budget: salary match

Explanation (if applicable):

Government agency we do not pay unemployment until requested.

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
VOCA Budget Request

Budget Summary By Category		Total VOCA Budget Request	Total VOCA Approved Budget
Personnel (10A)		\$37,759.52	
Contractual Services (10B)		\$0	
Equipment (10C)		\$3,375.92	
Operating Expenses (10D)		\$640.80	
Training Expenses (10E)		\$2,000.00	
Total		\$43,776.24	\$0
Required Match Part 11			\$10,944.06
Total paid staff for agency's victim services program (total number of full-time equivalent staff (FTE) for the current fiscal year):			1
Number of staff requested from VOCA, expressed in FTE's:			0.75
Number of staff requested as matching expenses, expressed in FTE's:			0.25
Total staff requested, expressed in FTE's:			1
Child Abuse			\$0
(Include services for child physical abuse/neglect and child sexual assault/abuse)			
Domestic and Family Violence			\$0
Adult Sexual Assault			\$0
Underserved			\$0
(includes DUI/DWI crashes, survivors of homicide victims, assault, adults molested as children, elder abuse, victims with disabilities, robbery, other violent crimes)			
MATCH (financial support from other sources)			
Value of in-kind match			
Cash match	\$10,944.06		
Total match	\$10,944.06		
Match waiver	No		

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Funding Source Chart

Applicants must provide information that demonstrates community support of its services; financial support from non-federal sources; non-federal resources for the required 20% program match (unless in-kind match is utilized); and, if a new program, shows that 25-50% of the total financial support is from non-federal sources.

Budget and Staffing

Provide the amount of funding that is allocated to victim services within the applicant agency for the current fiscal year and the amount requested for the proposed VOCA project. Do not report the entire agency budget, unless the entire budget is devoted to victim services programs. Round amounts to the nearest dollar, and include all expenses which are budgeted for the victim services program (i.e., personnel costs which include salaries for directors, clerical/support staff, victim advocates, counselors, etc.; training costs; equipment such as computers, fax machines, printers, copiers, telephones, and furnishings, etc.; operating costs such as utilities, postage, printing, office supplies, travel, counseling supplies, etc.). Please note: Do not include in-kind match.

What is the fiscal year of your sub grantee agency?
 (choose one from the drop-down menu to the right)
 Other Defined:

October 1 to September 30

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Funding Source	Agency Total Victim Services Budget (Current Fiscal Year)	Proposed VOCA Project Budget
Federal Funding *Describe below	\$0	\$0
VOCA Grant Request (excluding match)		\$45,418.68
State Funds		\$0
Local, Public or Private Funds	\$56,362.74	\$10,944.06
Other:		
Totals	\$56,362.74	\$56,362.74

*For the judicial circuit you are requesting funding with this application

* If the applicant agency currently receives federal funding for victim services, indicate the source(s) and the use of those funds. (Response is limited to 1000 characters.) If this is not applicable, please indicate "N/A."

The Crestview Police Department does not receive federal funding.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Use of VOCA and Match Funds

INSTRUCTION: For this request, check the category of service and subcategory that best identifies the types of services or activities that will be provided by the VOCA-funded project as described below.

Note: Report only those program activities that will be implemented with VOCA and Match funds.

Check all that apply

INFORMATION & REFERRAL

- | | |
|---|---|
| ✓ Information about the criminal justice process | ✓ Referral to other victim service programs |
| ✓ Information about victim rights, how to obtain notification, etc. | ✓ Referral to other services, supports and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.) |

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PERSONAL ADVOCACY/ACCOMPANIMENT

- | | |
|---|--|
| Victim advocacy/accompaniment to emergency medical care | Performance of medical forensic exam or interview, or medical evidence collection |
| ✓ Victim advocacy/accompaniment to medical forensic exam | Immigration assistance (e.g. special visa, continued presence application, and other immigration relief) |
| ✓ Law enforcement interview advocacy/accompaniment | Intervention with employer, creditor, landlord, or academic institution |
| ✓ Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness) | Child and/or dependent care assistance (provided by agency) |
| ✓ Criminal advocacy/accompaniment | ✓ Transportation assistance (provided by agency) |
| ✓ Civil advocacy/accompaniment (includes victim advocate assisting with protection orders) | Interpreter services |
| ✓ Individual advocacy (assistance in applying for public benefits, return of personal property or effects) | ✓ Assistance with victim compensation |

EMOTIONAL SUPPORT OR SAFETY SERVICES

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Use of VOCA and Match Funds

- ✓ Crisis intervention (in-person, includes safety planning, etc.)

Hotline/crisis line counseling

Individual counseling

Therapy (traditional, cultural, or alternative healing: art, writing, or play therapy; etc.)

Support groups (facilitated or peer)

Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and non prophylactic meds, durable medical equipment, etc.)

- ✓ On-scene crisis response (e.g., community crisis response)

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SHELTER/HOUSING SERVICES

Emergency shelter or safe house

Transitional housing

Relocation assistance

CRIMINAL/CIVIL JUSTICE SYSTEM ASSISTANCE

- ✓ Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release, etc.)

Immigration attorney assistance (e.g., special visas, continued presence application, and other immigration relief)

- ✓ Victim impact statement assistance

Other civil legal attorney assistance (e.g., landlord/tenant, employment, etc.)

Assistance with restitution (includes assistance in requesting and when collection efforts are not successful)

- ✓ Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness)

- ✓ Emergency justice-related assistance

- ✓ Criminal advocacy/accompaniment

Civil legal attorney assistance in obtaining protection or restraining order

- ✓ Civil advocacy/accompaniment (includes victim advocate assisting with protection orders)

Civil legal attorney assistance with family law

OFFICE OF THE FLORIDA ATTORNEY GENERAL
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Organization: City of Crestview Police
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Use of VOCA and Match Funds

issues (e.g., custody, visitation, or support)

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Statement of Need

Statement of Need: The statement of need must provide a description about why this project is needed. Be clear and avoid acronyms.

Underserved Victims: Applicants are encouraged to identify gaps in available services for "underserved" victims and to seek funding to provide services to these victims. Underserved populations may include, but are not limited to, child-on-child abuse, child abuse by non-caretaker, crimes against the elderly, non-English speaking persons, persons with disabilities, victims of federal crimes, victims of workplace violence and members of racial or minorities.

- 1) Briefly describe the need for services to victims of crime that will be addressed using Voca funding . If needed, define the deficiency of services to victims.

Funding will provide for 1 Victim Advocate. The Advocate will work out of the Crestview Police Department Criminal Investigation/Support Services Division. The Advocate will provide immediate crisis intervention, support with court services, and guidance to victims and their families. The advocate will be available for an on-call status for emergency crisis situations.

Having an Advocate working out of the Crestview Police Department will provide a continuity of support for victims of crimes in our jurisdiction. The Advocate will assist with safety planning and prioritizing the needs of our clients. The Advocate will provide personal advocacy, emotional support and make referrals to local providers. The Advocate provide court accompaniment to alleviate the fears of the victim when facing their abuser in court. The Advocate may provide last resort transportation for victims as needed.

- 2) Provide information about crime statistics for all counties that will be served in the service area. Specifically, detail the statistics related to the need described in #1.

In 2019 the Crestview Police Department took 38,521 calls for service, and 4,241 reports. In 2019 the following persons crimes were investigated. These numbers reflect cases where arrest were made and not made however the victims presented to the Crestview Police Department generating a crime report.

Arson- 1
Aggravated Assault and Battery - 52
Simple Battery- 151
Felony Battery-3
Homicide- 2
Robbery- 13
Kidnapping - 3
Rape- 14
Stalking - 3
DOMV Battery Pregnant Female-6
DOMV Agg Aslt/Agg Batt - 8
DOMV Simple Battery- 126

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Statement of Need

DOMV Felony Battery- 11
DOMV Kidnapping-1
DOMV Violation of protection orders- 21
DOMV Informational - 176
Child Abuse- 36
Child Neglect- 5
Lewd and Lascivious- 7
L&L U/16 Batt/Molestation- 5
Battery Fondling- 6

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This is a total of 349 Domestic Violence Reports. Some reports have multiple victims and have a complex array of demographics.

- 3) Provide demographic information **about the population of all of the counties that will be served.** At a minimum, provide information about gender, race, or national origin and age for the service area.

The city of Crestview has a population of 24,664 based on the US Census Bureau estimates for the year 2018. The racial make up of the city is 79.9% White, 17.3% Black or African American alone, .1% American Indian or Alaskan Native alone, 2.3% Asian alone, .2% Hawaiian or Islander Pacific alone, 5.8% Two or More races, 6.9% Hispanic or Latino, and 69.3% White alone not Hispanic or Latino. The make up of the population by age is 9.8% under 5 years of age, 27.6% under 18 years of age, and 10.3% 65 years of age or older. Females make up 49.3% of the city's population. Persons with disabilities make up 11.7% of the population. 15.7% of the city's population live at or below the poverty level.

- 4) Provide demographic information **about the population to be served through the proposed VOCA project.**

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Project Proposal

The project proposal must clearly outline what needs to be done and by whom in order to address the needs identified in the statement of need.

The project proposal pertains only to the services related to the proposed Total VOCA Project (VOCA grant plus match activities).

- 1) Describe which services will be provided to the crime victims described in the statement of need. Summarize which services will be provided by each proposed VOCA funded personnel position or contractor. Specifically, indicate how the proposed personnel, operating, contractual, equipment and training expenses are associated with the provision of services to crime victims: consistency

The Crestview Police Department Victim Advocate will provide direct services to victims of crime at the first level of Crisis Intervention. The Advocate will respond to incidents of crime where direct immediate services to victims are necessary. The program will ensure the coordination of community services and advocacy. The program will provide services to victims by coordinating with law enforcement investigating crimes, Courthouse requirements, and other criminal justice practitioners. The program will assist to ensure victim safety and reduce recurrences. This will be accomplished through evaluations, Crisis intervention, case management, client advocacy, support, empowerment, and referrals. The advocate will assist the victims with completing Crime Victim Compensation Claims through the Office of Attorney General.

- 2) Provide a listing of other agencies that will coordinate services with the applicant for the VOCA project and the services provided by each agency.

Coordinated efforts will be made with Shelter House to assist with victim of Domestic Violence and Sexual Violence related crimes. The Emerald Coast Child Advocacy Center is used to assist children who are victims of crimes and their guardians in the navigation through the investigative process by providing child friendly environment and services to lessen the impact of child victimization. Bridgeway Center for mental health services. Families First Network to assist with victim placement during investigations. The Department of Children and Families to assist in the protection of vulnerable children, adults, and disabled adults. The State Attorney's Office to assist victims through the judicial process. The Okaloosa County Clerk of Courts to assist victims with protection orders. The Office of the Attorney General to assist with Victim Compensation and relocation provisions.

- 3) Describe in detail how the coordination of services will be accomplished. Indicate if a Memorandum of Agreement or other formal coordination plan is in place.

The Crestview Police Department uses the Emerald Coast Child advocacy center to assist with the investigation and counseling of minors who are victims of crimes and sex crimes. The Crestview Police Department uses the state attorneys office to assist victim of crimes with victim compensation and judicial assistance. We use Shelter House to refer women and families for assist and shelter after domestic violence and rape advocacy. The Crestview Police Department uses The Hope House to assist with shelter and counseling with troubled teens.

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Project Proposal

- 4) Does a duplication of service exist? (Choose one from the drop-down menu): No
If yes, please explain.

- 5) The VOCA Rules mandate that grant recipients use volunteers in the victim services program . Describe how volunteers will be utilized to provide services to crime victims. If the agency does not currently utilize volunteers, please explain how they will be recruited and incorporated into the victim services program.

The Crestview Police Department has a Chaplin program that assist with individuals in needs. Crestview Police Academy Alumni non-profit group assist with raising resources used to assist individuals and improve quality of life. The Crestview Police Department has interns and Military Interns through out boarding which are used to assist with coordinating resources and education for victims. In the future we will also use volunteers to ensure all victims of crimes are provided a Crime Victim's Rights and Remedies Pamphlet . Each letter will be accompanied by a Crime Victim's Compensation Pamphlet. The victims will be notified they can direct access the services or can contact the Crestview Police Department's Victim Crime Advocate..

- 6) Identify the number of volunteer hours supporting the work of this VOCA award for subgrantee agency's victimization program/services.

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1	Volunteers provided
256	Hours of Service annually
0.1231	FTE equivalent (hours provided divided by 2080)

- 7) Provide a justification for not billing the Victim Compensation program for services requested in this application that may be allowable under the Victim Compensation Program .

N/A

- 8) The agencies that receive VOCA grant funding are required to comply with the Federal statutes and regulations that prohibit discrimination in federally assisted programs or activities. Recipients may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability. Also, recipients may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. In order to ensure VOCA-funded agencies fulfill the expectations of the Federal civil rights obligations all organizations that receive VOCA funding must complete the online civil rights training curriculum for recipients offered by the Office for Civil Rights . If awarded VOCA grant funding will the applicant agency complete the required training and comply with all applicable Federal statutes and regulations related to civil rights and nondiscrimination?

(Choose one from the drop-down menu below)

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Project Proposal

Yes

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OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Victims Served and Types of Services

Agency Name: Crestview Police Department

The number of victims indicated should include the number of new victims provided services by VOCA funded and matching staff during the grant period. The figures indicated should be based on historical data and/or the anticipated need of the population served through the VOCA project. If awarded funding, the applicant agency will be expected to fulfill these performance measures.

DRAFT

Recipients of VOCA funding are required to provide services to victims of Federal crimes and to provide assistance with the VOCA Crime Victim Compensation program.

VOCA Grant Request

(from the Budget Summary Page) \$43,776.24

# of Victims to be Served	Type of Victim \$43,776.24	\$ Amount per Category	% of Total Grant Amount	# of Other Types of Victims to be Served	For other types of crimes, identify and list each separately below.
0	Adult Physical Assault (Includes Aggravated and Simple Assault)		0.00%	0	
0	Adult Sexual Assault		0.00%	0	
0	Adults Sexually Abused/Assaulted as Children		0.00%	0	
0	Arson		0.00%	0	
0	Bullying (Verbal, Cyber or Physical)		0.00%	0	
0	Burglary		0.00%	0	
0	Child Physical Abuse or Neglect		0.00%	0	
0	Child Pornography		0.00%	0	
0	Child Sexual Abuse/Assault		0.00%	0	
0	Domestic and/or Family Violence		0.00%	0	
0	DUI/DWI Incidents		0.00%	0	
0	Elder Abuse or Neglect		0.00%	0	
0	Hate Crime: Racial/Religious/Gender/S exual Orientation/Other (Explanation Required)		0.00%	0	

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Victims Served and Types of Services

0	Human Trafficking: Labor	0.00%	0	
0	Human Trafficking: Sex	0.00%	0	
0	Identity Theft/Fraud/Financial Crime	0.00%	0	
0	Kidnapping	0.00%	0	
0	Mass Violence (Domestic/International)	0.00%	0	
0	Other Vehicular Victimization (e.g., Hit and Run)	0.00%	0	
0	Robbery	0.00%	0	
0	Stalking/Harassment	0.00%	0	
0	Survivors of Homicide Victims	0.00%	0	
0	Teen Dating Victimization	0.00%	0	
0	Terrorism (Domestic/International)	0.00%	0	
Total Victims Served	0	\$0	0.00%	0

 **DRAFT**

Indicate the number of victims projected to receive the following services. In this section, only count a victim once, regardless of how many times the victim received a particular service. The total amount for any one service may not exceed the total number of victims projected to be served. See the VOCA Definitions for a description of each service.

# of Victims to be Served	Type of Service	# of Other Types of Services to be Provided	For other types of services, identify and list each separately below.
0	Information and Referral	0	
0	Personal Advocacy/Accompaniment	0	
0	Emotional Support or Safety Services	0	
0	Shelter/Housing Services	0	
0	Criminal/Civil Justice System Assistance	0	
0	Number of Victims Assisted with a Victim Compensation Application	0	
Total Services	0	0	Subtotal of "Other" Services

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Required Documentation

Required Documentation:

Job Descriptions

A job description is required for all proposed VOCA-funded personnel and match personnel and must indicate the percentage of time allocated for each task totaling 100% of the job duties. Job descriptions must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded. Failure to provide VOCA allowable job descriptions may result in a reduction to your request.

 **DRAFT**

Letters of Support

Attach three (3) current letters of support from **local community or government groups**. A current letter is one that is dated during the current calendar year. It is the responsibility of the applicant agency to ensure letters highlight the applicant agency's record of providing effective services to victims of crime (if applicable), demonstrates the writer's support as well as the community's support of the services that are requested as part of VOCA Grant project. Do not provide more than three letters. The following will not be accepted:

- *Letters from one individual that is not writing on behalf of a local community or government group
- *Letters from individuals or units within the applicant agency
- *Letters acknowledging conference or meeting participation
- *Letters that are similar in content

Documentation of the agency's 501(c) 3 ruling from the Internal Revenue Service

Provide documentation to document the nonprofit status of the applicant agency. This may include:

- *proof that the Internal Revenue Service recognizes the organization as being tax exempt under 501(c)(3) of the Internal Revenue Code;
- *a statement from a state taxing body or state secretary of state certifying that the organization is a nonprofit organization and that no part of the organization's net earnings may benefit any private shareholder or individual;
- *a certified copy of a certificate of incorporation or similar document establishing nonprofit status;
- *any of the above, if it applies to a state or national parent organization, with a statement by the state or national parent organization that the applicant is a local nonprofit affiliate

Current Listing of Agency's Board of Directors

Attach a current listing of all Board Members to include name, affiliation, and contact information (address, phone number).

OFFICE OF THE FLORIDA ATTORNEY GENERAL
VOCA 2020-2021
Organization: City of Crestview Police
Grant No.: VOCA-2020-City of Crestview Police-00253
Required Documentation

Required Documentation Uploads

Name:

Type:

OAG Only - Upload Section

Name:

Type:

 **DRAFT**



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM:
DATE: 2/6/2020
SUBJECT: Approval to Spend Forfeiture Funds

BACKGROUND:

The Florida Contraband Forfeiture Act, allows law enforcement to seize certain property. If the seizing agency is municipality, the proceeds are deposited in a special law enforcement trust fund established by the governing body of the municipality. Section 932.705(4)(a). The appropriate use those of those funds must be approved by the governing board.

DISCUSSION:

The City of Crestview Police Department is planning the inaugural Community Unity Flashlight Walk. The Community Unity Flashlight Walk will be an opportunity for the community to come together for a time of fellowship, partnership, and a demonstration of unity in our community. The flashlight portion of the walk is symbolic of our community uniting to place a light on crime and the perception of crime for the purpose of fostering crime reporting and safe neighborhoods. The walk will be held on February 29, 2020 gathering at 1745 hrs, with a start and end location of Crestview City Hall. The walk will be a total of 1.2 miles on Wilson Street and Main Street.

To ensure the success of the event the police department would like to utilize \$700 dollars from the State Forfeiture account to buy supplies, food and miscellaneous items for the event.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Communication- To engage, inform and educate public and staff

Quality of Life- these six areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

There is currently \$1,700.00 in the State Forfeiture Fund. To ensure the success of the event the police department would like to utilize \$700 dollars from the State Forfeiture account to buy supplies, food and miscellaneous items for the event. This request complies with the requirements of Section 932.7055 (5), Florida Statutes.

RECOMMENDED ACTION

Staff respectfully requests the Honorable Mayor and City Council approve the City of Crestview Police Department to utilize up to \$700.00 from the State Forfeiture Fund.

Attachments

None



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Trae Duley, Planner, Dawn Barnes
DATE: 2/6/2020
SUBJECT: Dollar General - PJ Adams
Construction Plans

BACKGROUND:

Teramore Development proposes to construct a 9,187-sf general retail sales facility on the 1.49 ± acre parcel located on PJ Adams Parkway, (PIN 31-3N-23-0000-0002-002C). Alday-Howell Engineering, Inc., is the Authorized Agent for the project. Brett Reld, PE is the Project Engineer.

DISCUSSION:

The project is consistent with the Zoning and Future Land Use designation on the subject parcel. In addition, the project has complied with all Technical Review Committee requirements.

Staff provided a complete evaluation of the request, the details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Infrastructure- Satisfy current and future infrastructure needs

Quality of Life- these six areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Opportunity- Promote an environment that encourages economic and educational opportunity

FINANCIAL IMPACT

There is no expected negative impact to the City Budget.

RECOMMENDED ACTION

Staff respectfully requests approval of the construction plans for the Dollar General retail store.

Attachments

1. Planning Staff Report - 01-16-20
2. LPA 012120



CITY OF CRESTVIEW

COMMUNITY DEVELOPMENT SERVICES

PLANNING AND ZONING STAFF REPORT

PROJECT NAME: Dollar General

1.	References Reviewed and Applied
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- a. Crestview Code of Ordinances, Current Edition.
- b. Crestview Comprehensive Plan, Current Edition.
- c. Crestview Water & Sewer Manual, Current Edition.

2.	Project Information
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- a. Teramore Development proposes to construct a 9,187-sf general retail sales facility on the 1.49 ± acre parcel located on PJ Adams Parkway, (PIN # 31-3N-23-0000-0002-002C). Alday-Howell Engineering, Inc., is the Authorized Agent for the project. Brett Reld, PE is the Project Engineer.

3.	Findings of Fact
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3.1 General:

- a. The Applicant has submitted the required application forms and has paid the review fees.
- b. Site construction plans have been submitted for review and approval.

3.2 Land Use and Zoning:

- a. The subject property is assigned the Commercial (C) Future Land Use Category.
- b. The subject property is assigned the General Commercial (C-1) Zoning District.
- c. The subject property is adjoined by R-2 Zoning to the north, C-1 to the east and west.
- d. The proposed use is permitted within the C-1 Zoning district.
- e. The proposed development is in keeping with the City of Crestview Comprehensive Plan.

3.3 Reports/Permits:

- a. Copies of all reports and permits shall be submitted to the City of Crestview Planning and Zoning Department.
- b. Public Services is reviewing the Traffic Report, Stormwater Management Plan, Geotechnical Report, and Lift Station Report.

3.4 Concurrency:

- a. Transportation.
 - 1) The development is on a vacant parcel on PJ Adams Parkway at the intersection with Northview Drive.

- a. The driveway from the development will connect onto Northview Drive and is planned to be a light controlled intersection as part of the current improvements.
- b. Potable Water and Sanitary Sewer.
 - 1) The proposed development shows a new 6" tap. The Request for development services (Form PS1) indicates 400 GPD in Potable water consumption and 400 GPD in Waste water.
 - a. No irrigation connection is shown. A requirement for an irrigation system is noted on the landscape plan.
 - 2) Public Services will indicate if concurrency is satisfied.
 - 3) There is a 4" gravity service connection connecting to an onsite sanitary sewer manhole with a Barnes Simplex OGP Grinder Pump and then to a 1.5" Force Main through a bore under PJ Adams Parkway to an existing sanitary sewer manhole along Wild Horse Drive.
 - a. This will require a permit from Okaloosa County.
- c. Recreation and Open Space.
 - 1) There is no perceived impact on the City's Recreation and Open Space system.
- d. Solid Waste.
 - 1) There will be a negligible impact on the City's Solid Waste System.
- e. Stormwater Management.
 - 1) Public Services is reviewing the proposed Stormwater management system and has provided comments.

3.5 Traffic Circulation and Parking:

- a. Driveway/ingress & egress
 - 1) There is a proposed 36' wide two-way access connecting to Northview Drive.
 - 2) The internal drive dimensions satisfy Section 102-151 of the Land Development Code.
- b. Parking and thru-ways;
 - 1) Section 102-151(c)(4) requires that retail provide one spaces per one 300 feet of gross floor area.
 - i. The proposed site provides 34 spaces and there is a minimum of 31 parking spaces required.
 - 2) Section 102-151,(d)(1) requires a minimum of one handicapped accessible spaces for parking lots with up to 50 spaces.
 - i. The site plan proposes two handicapped accessible parking spaces.
 - ii. The appropriate signage and fine amount are provided within the plan's details.

3.6 Landscaping and Environmental:

- a. The property fronts Northview Drive and PJ Adams Parkway.
- b. The property frontage is a total of 293 ± feet along PJ Adams Parkway. The front landscape perimeter tree requirement is 12 trees, with 75 percent of said trees being indigenous trees and 50 percent of the trees being shade trees.
 - 1) The plans show 14 trees to be planted within the front perimeter area.

- i. The remainder of the front perimeter landscape is planted with grass, ground cover, shrubs, hedges, other landscaping treatment or native plants.
 - 2) It is not known at this time if there is any potential conflict with overhead power lines within the front landscape area.
 - i. If there is determined to be a conflict when the power lines are moved, then trees planted in this area will need to be selected to reach a mature height of no higher than 35' to prevent conflict. Per the utility company trees must be planted more than 20' from the power lines.
- c. Section 102-573(4) requires that, "Each row of interior parking spaces shall be terminated at each end by a landscaped area which shall be a minimum of 100 square feet with a minimum dimension of ten feet."
 - 1) There are three parking row termination areas which are landscaped.
 - 2) These areas do provide the required tree plantings.
 - 3) There are significant shrub plantings indicated within the landscape plan.
- d. A land use buffer is required on the north side of the new development. One tree per twenty-five linear feet is to be provided along the entire north line.
 - 1) There are trees shown as required east of the pond. The requirement continues along the top of the pond.
 - 2) A shadow box privacy fence is shown for a portion of the north line. This is allowed in lieu of the trees; however, one method is preferred across the entire length. Please note either trees or fence.
 - 3) It should be noted that if any development is done on the western portion of the property, then additional buffering will be required.
- e. Section 102-578 requires 1:1 tree replacement ratio for any protected tree removal from a development site.
 - 1) The proposed demolition plan shows the removal of several trees.
 - a. No note is provided as to the types of trees removed and if they meet the protected trees guidelines or not.
- f. The landscape plan calls out an irrigation system for the landscaped areas.
 - 1) A PS1 has not been submitted for the irrigation system.

3.7 Infrastructure:

- a. Project stormwater will be treated on site in a retention pond located on the west side of the property.
 - 1) The pond slope is identified at 4:1.
 - 2) A chain link fence is required around the pond on all slopes of 4:1 or greater.
- b. Silt fencing is provided along the entire site per notes and drawing on site erosion control plan.
- c. There are no existing easements shown on the Site & Utility Plan.
- d. Detailed recommendations and information will be provided by the City Engineer, Public Services Department and the Building Official in separate documentation.

4.	Requirements
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- a. Please submit digitally signed copies of the final “Ready for Construction” plans once all comments have been received and addressed after the LPA meeting and prior to the issuance of a Development Order.
- b. All Planning and Zoning comments have been addressed.
- c. Comments from Public Services and the Fire Department will be provided in separate documentation.

5.	Recommendations
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- a. Review project for compliance with above cited references and other applicable codes.
- b. Planning and Zoning Staff recommends approval of this project.

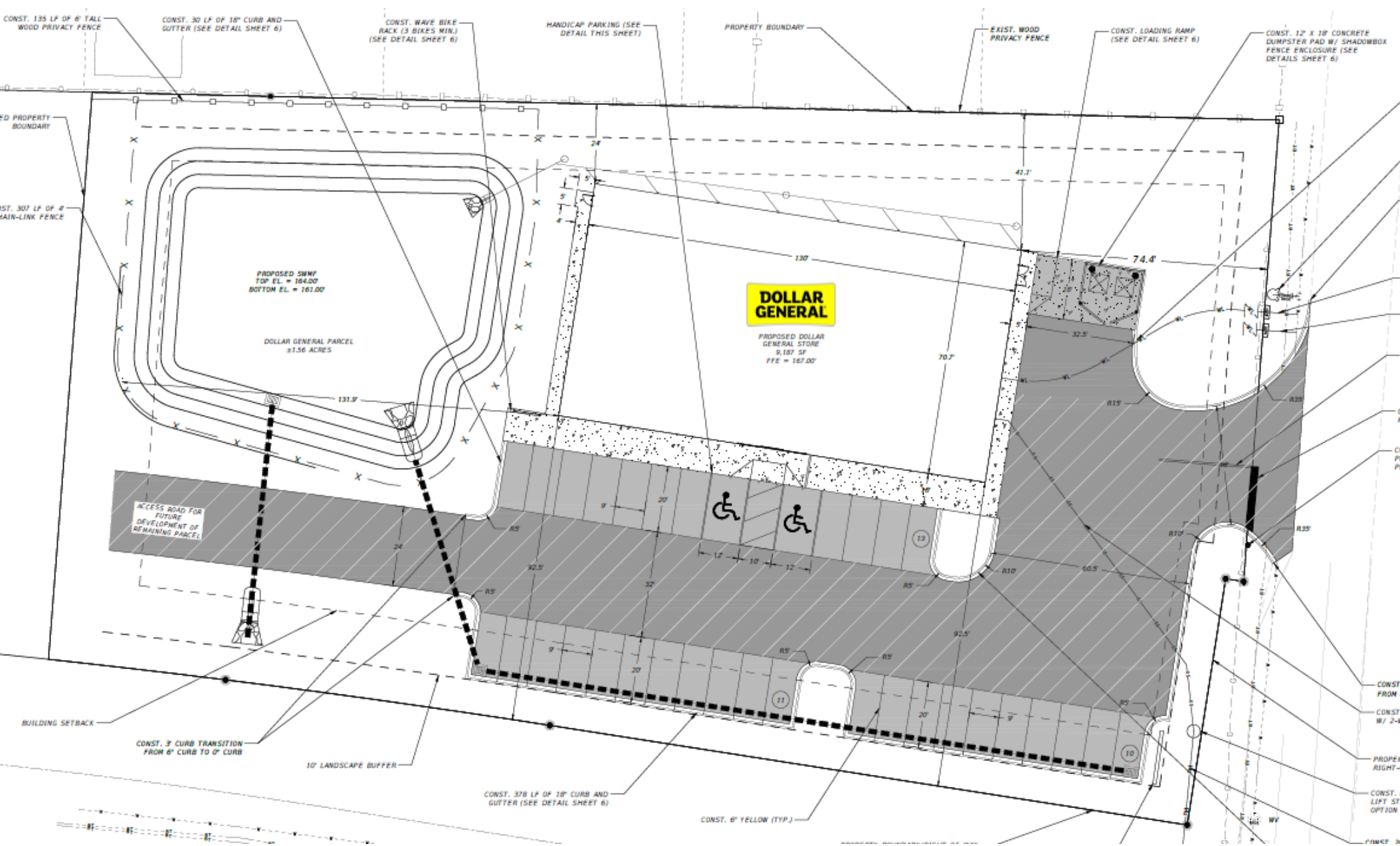
Requested by Teramore Development, LLC

Dollar General

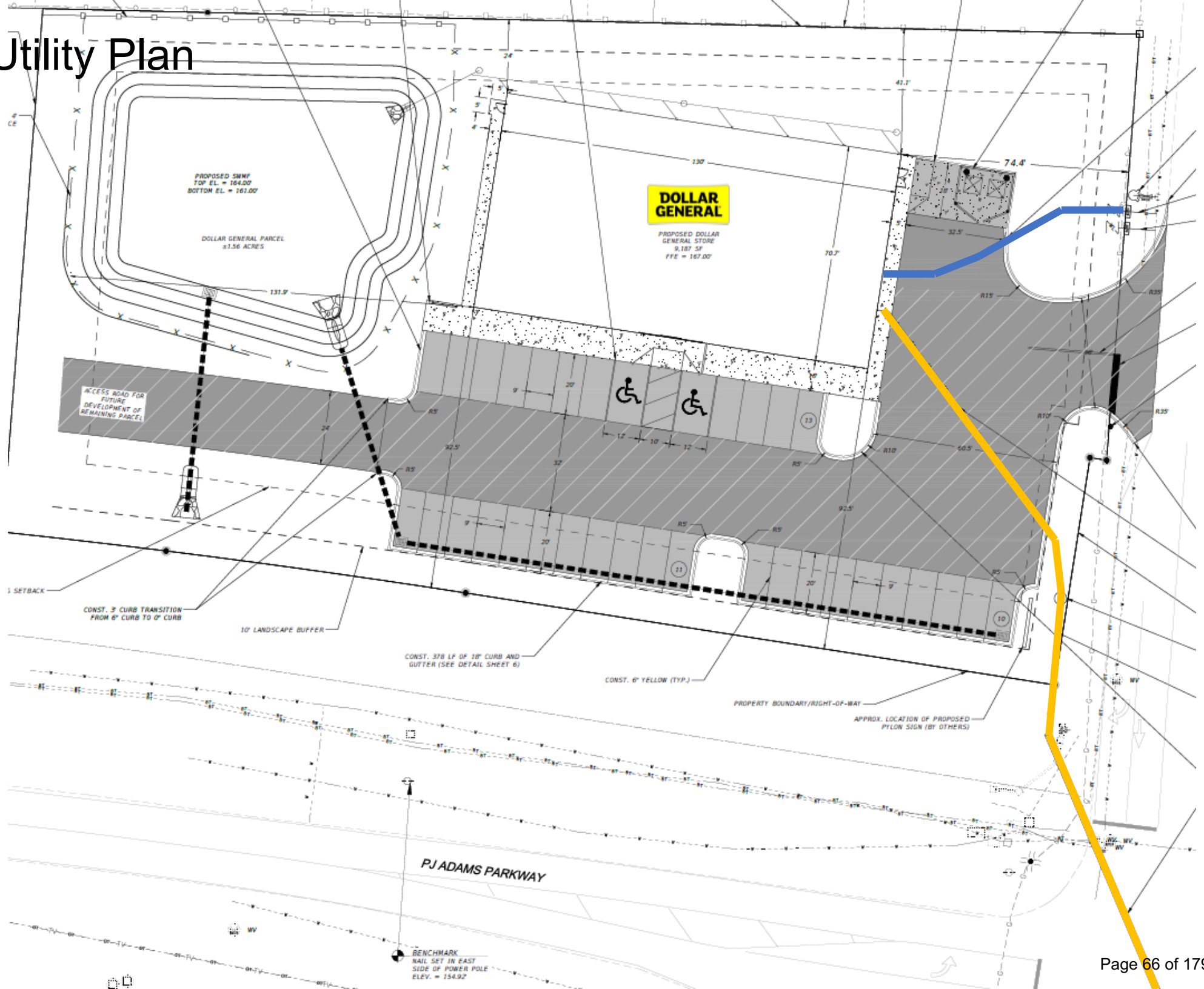
Review construction plans of a
1.49± acre parcel located on the corner of
PJ Adams Road and Northview Drive

(PIN # 31-3N-23-0000-0002-002C)

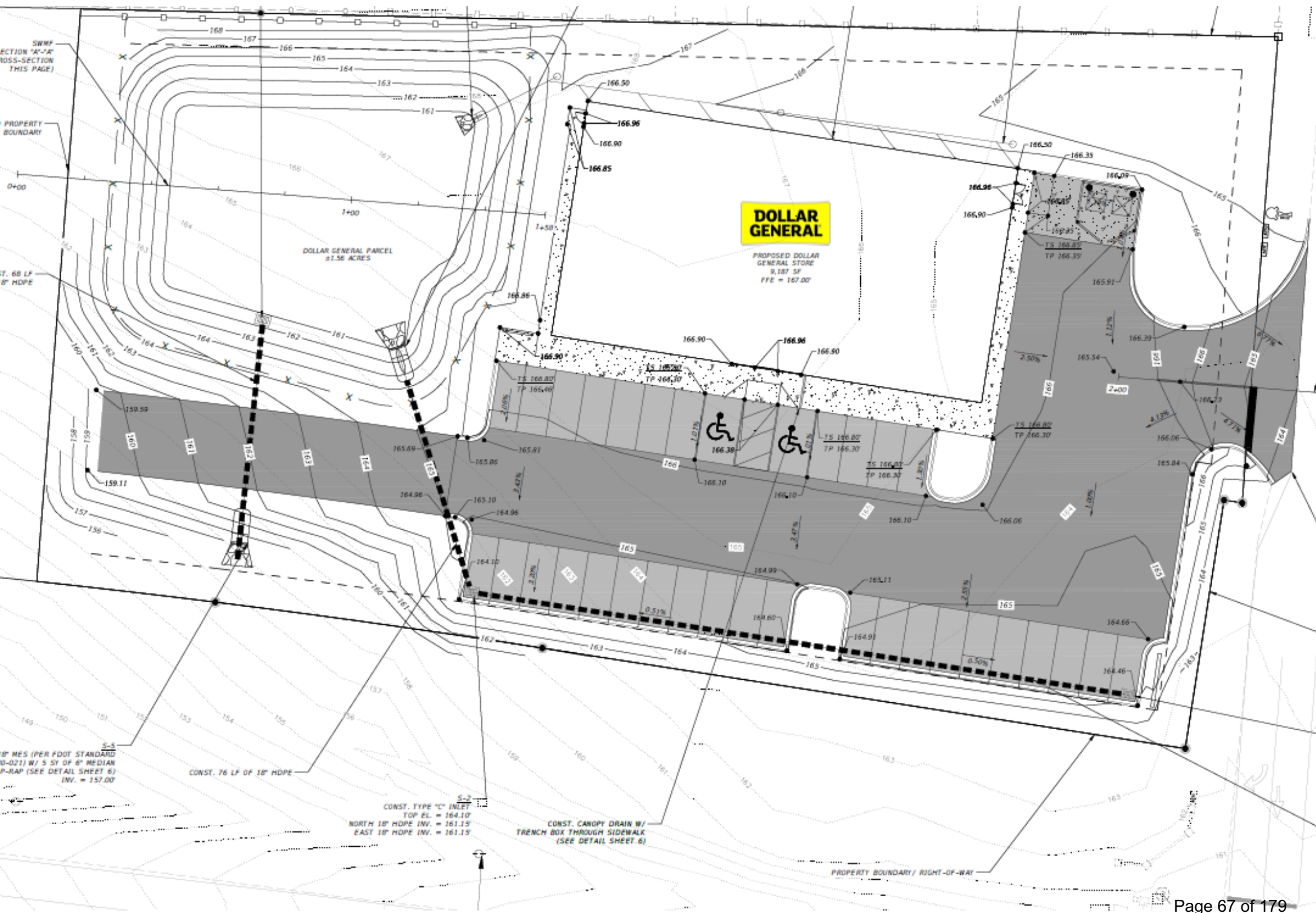
Site Plan



Utility Plan



Grading Plan





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1713 - Fratangelo Comprehensive Plan Amendment

BACKGROUND:

Ned Fratangelo, Et Al, property owners, have made application requesting the Comprehensive Plan Amendment of 12.98± acres of land.

Annexation of these lands was approved in 2013 but due to circumstances outside of the City's control, the lands have not undergone the required Comprehensive Plan Amendment and Zoning Change processes until now.

The Local Planning Agency recommended approval of the amendment and its transmittal to the Florida DEO, on October 22, 2019.

DISCUSSION:

Staff provided a complete evaluation of the request, the details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Comprehensive Plan Amendment 19-7ESR will allow for development to occur on the subject property in conformity with the adopted Comprehensive Plan and Land Development Regulations. Potential increases in property value, with development, will grow the City's tax base.

Costs associated with the development may include long term service investments. Costs will be associated with the scope of development not with the approval of Comprehensive Plan amendment 19-7ESR. Additionally, impact and connection fees, as well as monthly service charges for utility services may serve to pay for any upfront expenditure over the life of the service.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1713 on second reading.

Attachments

1. Ordinance 1713 - Fratangelo Comp
2. Planning Staff Report
3. 2019-1022 LPA Minutes
4. Council Dialog_19-7ESR_11182019

ORDINANCE NO. 1713

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM AN OKALOOSA COUNTY FUTURE LAND USE TO THE HIGH DENSITY RESIDENTIAL FUTURE LAND USE CATEGORY ON APPROXIMATELY 12.98 ACRES, MORE OR LESS, IN SECTIONS 28, TOWNSHIP 3 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2. FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from a County Future Land Use Category to the High Density Residential Future Land Use Category on a parcel of land containing 12.98 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3. PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020." The amendment is known as 19-7ESR and it is as described below.

SECTION 4. FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of a parcel containing approximately 12.98 acres of land, more or less, from an Okaloosa County Future Land Use Category to the High Density Residential Future Land Use Category. For the purposes of this Ordinance and Comprehensive Plan Amendment, the 12.98 acres, more or less, is known as Parcel Id # 28-3N-23-0000-0012-0000 in the Public Records of Okaloosa County. and commonly described as:

Property Description: (As recorded in Official Records Book 2937, Page 478 of Okaloosa County, Florida)

**N1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 28, TOWNSHIP 3 NORTH,
RANGE 23 WEST, OKALOOSA COUNTY FLORIDA.**

LESS AND EXCEPT:

(AS RECORDED IN OFFICIAL RECORDS BOOK 3202, PAGE 4272)

A PARCEL OF LAND SITUATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA: BEING A PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER THEREOF, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2937 PAGE 478 OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA: AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER PROCEED S88°21'32"E ALONG THE NORTH LINE OF AFORESAID NORTH HALF FOR A DISTANCE OF 575.00 FEET; THENCE DEPARTING SAID NORTH LINE PROCEED S01°58'18"W FOR A DISTANCE OF 506.13 FEET; THENCE PROCEED N88°22'49"W FOR A DISTANCE OF 577.09 FEET TO THE WEST LINE OF AFORESAID SECTION 28; THENCE PROCEED N02°12'29"E ALONG SAID WEST LINE FOR A DISTANCE OF 506.36 FEET TO POINT OF THE BEGINNING.

The High Density Residential Future Land Use Category is hereby imposed on the above described property. Exhibit A, which is attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map.

SECTION 5. SEVERABILITY. If any section, subsection, sentence, clause, phrase, word or provision of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, whether for substantive, procedural, or any other reason, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 6. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 7. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 8. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charters provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. EFFECTIVE DATE. The effective date of plan amendment 19-7ESR and this ordinance, if not timely challenged, shall be thirty-one (31) days after the state land planning agency notifies the City that the amendment package is complete. If challenged, the effective date shall be the date a Final Order is entered by the State Land Planning Agency or the Administration Commission finding the amendment in compliance.

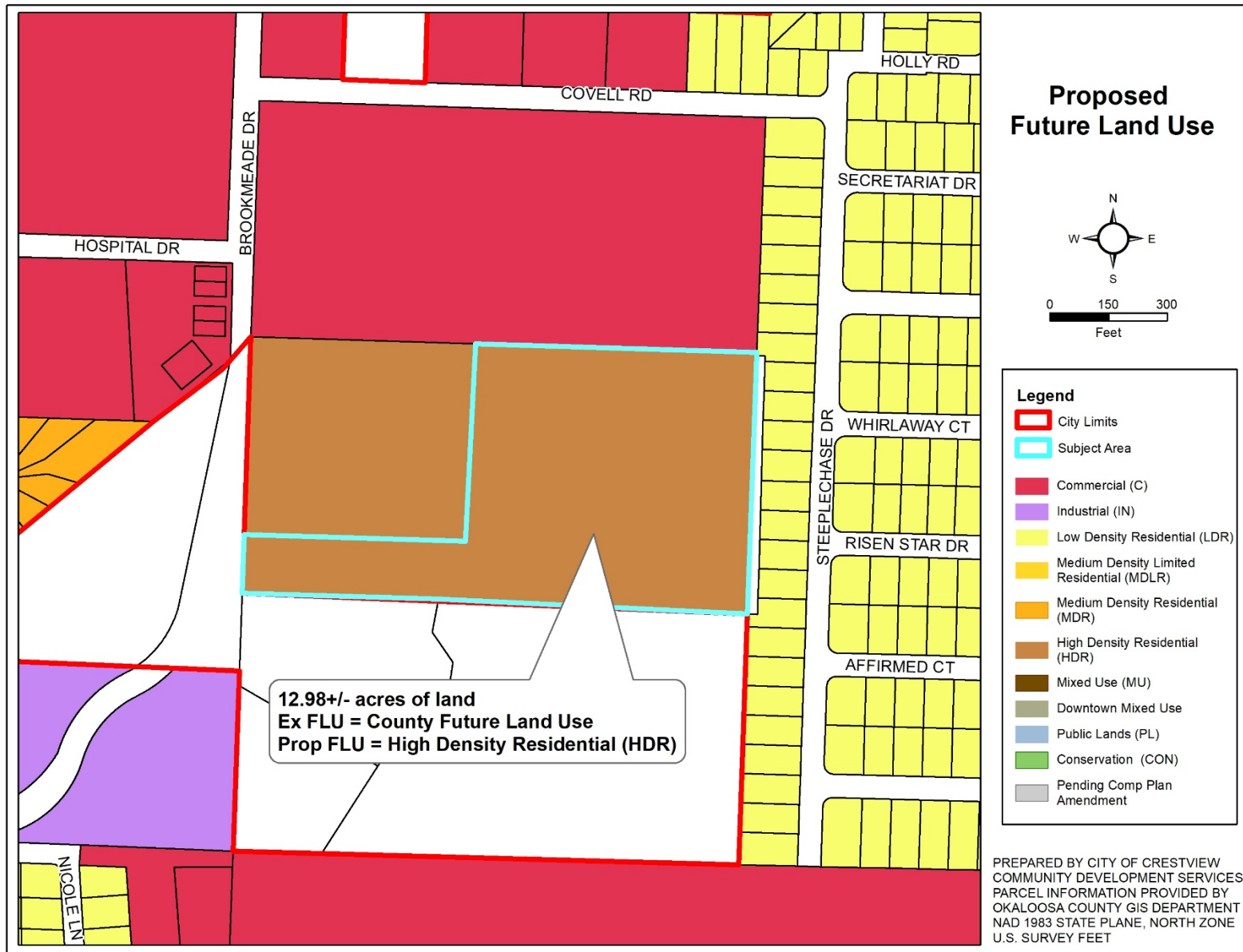
**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2020.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J B WHITTEN
Mayor





**CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PLANNING AND ZONING STAFF REPORT**

PROJECT NAME: Fratangelo, Comprehensive Plan Amendment and Zoning Change
SUBMITTED TO: This Report shall serve as the Local Planning Agency and the City Council staff report for the requested actions.
AGENDA DATE: Special LPA – October 22, 2019;
AMENDED DATE: October 8, 2019
PROJECT NUMBER(S): LPA: 19-21,

1. References Reviewed and Applied

- a. Crestview Code of Ordinances, Current Edition
- b. Crestview Comprehensive Plan, Current Edition
- c. Florida Statutes, Current Edition

2. Background Information

- a. **Property Owner:** Ned Fratangelo Et Al
- b. **Authorized Agent:** N/A

c. Property Information:	
<i>Area:</i>	12.98 Acres
<i>Location:</i>	The subject property is situated in Section 28, Township 3 North, Range 23 West, Okaloosa County, Florida. It is located to the East of Brookmeade Dr.
<i>PIN#:</i>	The parcel is identified under Parcel Number <u>28-3N-23-0000-0012-0000</u> in the Public Records of Okaloosa County.

3. Requested Action

- a. The property owner has submitted applications requesting:
 - 1) A **Conventional Comprehensive Plan Amendment**; and
 - 2) A change to the **Zoning designation**.
- b. The application requests the assignment of **High Density Residential (HDR)** Future Land Use Category and **Multi-Family Dwelling District (R-3)** Zoning designation be placed on the property.
- c. The applicant has not expressed a desire to develop the subject property. Application for development has not been submitted and is not currently being reviewed.

4. Analysis of Requested Action

- a. Requested Future Land Use and/or Zoning Change conflict with any applicable provisions of the Comprehensive Plan or the Land Development Code:

- 1) The subject property currently holds an Okaloosa County Future Land Use and Zoning designations.
- 2) The Future Land Use Categories, Zoning Designations and the existing use of the surrounding properties are as follows:

Direction	FLU	Zoning	Existing Use
East	LDR	R-1	Single Family Dwelling
South	County MU	County MU	Single Family Dwelling
West	HDR	R-3	Multi-Family Dwelling
North	Commercial (C)	C-1	Municipal

b. Requested Future Land Use and/or Zoning Change conflict with existing land uses.

- 1) The subject parcel abuts a single-family residential subdivision on its Eastern boundary and a multi-family development on a large portion of its Western boundary.
- 2) There is a non-residential, municipal yard type use to the North of the subject property.
- 3) Lands to the South of the subject property contain a few single-family residential structures.

c. Requested Future Land Use and/or Zoning Change impact on Levels of Service.

NOTE: Though the applicant has not indicated any intention to develop the site, the requested Future Land Use and Zoning designations would allow for the densest residential development provided by the Comprehensive Plan and Zoning Code. Th 12.98 acres would allow for a maximum development of 285 dwelling units. However, the nature of the subject land may limit the number of dwelling units to much less.

1) *Transportation.*

- i. Transportation impacts were not addressed in the application. However, the construction of a multi-family development will have impacts on the transportation systems. Brookmeade Dr, Redstone Avenue East, Mirage Avenue, SR 85 and others may be impacted. The City currently has Memorandums of Understanding with two other developments relating to improvements at Redstone and 85 and at intersection of Brookmeade Drive and Redstone Avenue East.
- ii. A multi-family development at this location would be required to address the traffic impacts on the local roadways.

2) *Potable Water and Waste Water.*

- i. Potable water capacity would not pose an issue at this location. System capacity sits at over 7 MGD.
- ii. Waste water system capacity however, may be an issue dependent upon Development Order approval and construction time frames. Any issues relating to the provision of the City's waste water system will be addressed at the time of development review.

3) *Recreation and Open space.*

- i. A multi-family development of this size will have an impact on the City's Recreation and Open space resources. However, the City currently has a recreation and open space capacity that would allow for an additional 25,000 residents within the City.

4) *Solid Waste.*

- i. A multi-family development of this nature will have an impact on the City's solid waste service. Records indicate that there is more than adequate capacity to accommodate the demand which can be reasonably anticipated from the project. Solid waste service capacity is evaluated under different review processes.

5) *Stormwater Management.*

- i. Pursuant to Policy 10.C.2.3, the drainage level LOS will be determined upon submittal of detailed development plans. No plan can be approved unless the drainage LOS is maintained. Engineered drainage plans will be submitted to the City and to the FDEP prior to the issuance of a development order for the site.
- d. Requested Future Land Use and/or Zoning Change impact on Environmentally Sensitive Lands.
 - 1) The parcel is currently developed; there is a small single-family dwelling structure located on the east side of the property.
 - 2) Current GIS wetlands data indicates the presence of approximately 3.9 acres wetlands on the subject property.
 - 3) The property lies within Flood Zone X, which is an area determined to be outside the 500-year floodplain, as per the FIRM Panel Number 12091C0260H, dated 2-6-02.
 - 4) According to the data in the Foundation Document supporting the Comprehensive Plan there are no historic or archeological resources on or near the site. However, if development of the site reveals any such artifacts or resources, Plan Policy 7.A.4.5 will govern
- e. Specific City of Crestview Comprehensive Plan References:

The amendment, zoning change, and the potential multi-family development will further the following provisions of the Comprehensive Plan.

Policy 7.A.2.2 – Because the amendment will serve to discourage urban sprawl and to encourage commercial development and redevelopment.

Policy 7.A.6.3 – Because the amendment promotes infill development.

Policy 7.A.3.2 – Because the amendment is consistent with accepted planning principals and it represents efficiency of use of the property given its location relative to other uses.

Policy 16.A.1.5 – Because the amendment will be beneficial to existing commercial development, will encourage business retention and create a favorable business climate for existing businesses.
- f. The attached exhibits have been prepared to accurately depict the subject property.
 - Exhibit A) Aerial Photo of Subject Property / City Boundary Map
 - Exhibit B) Proposed Future Land Use Map
 - Exhibit C) Proposed Zoning Map
 - Exhibit D) Wetlands Map
- g. Proposed Development.
 - 1) Potable Water Tank.

5.	Findings of Fact
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- a. The request for Annexation satisfies Florida Statute requirements for voluntary annexation.
- b. The request for Comprehensive Plan Amendment from County MU to City PL is consistent with the above references and will not be a detriment to the surrounding property.
- c. The request for Zoning Change from County MU to City PL is consistent with the above references and will not be a detriment to the surrounding property.

- d. No adverse impacts to level of service standards nor to environmentally sensitive lands have been perceived.

6.	Conclusion and Recommendation
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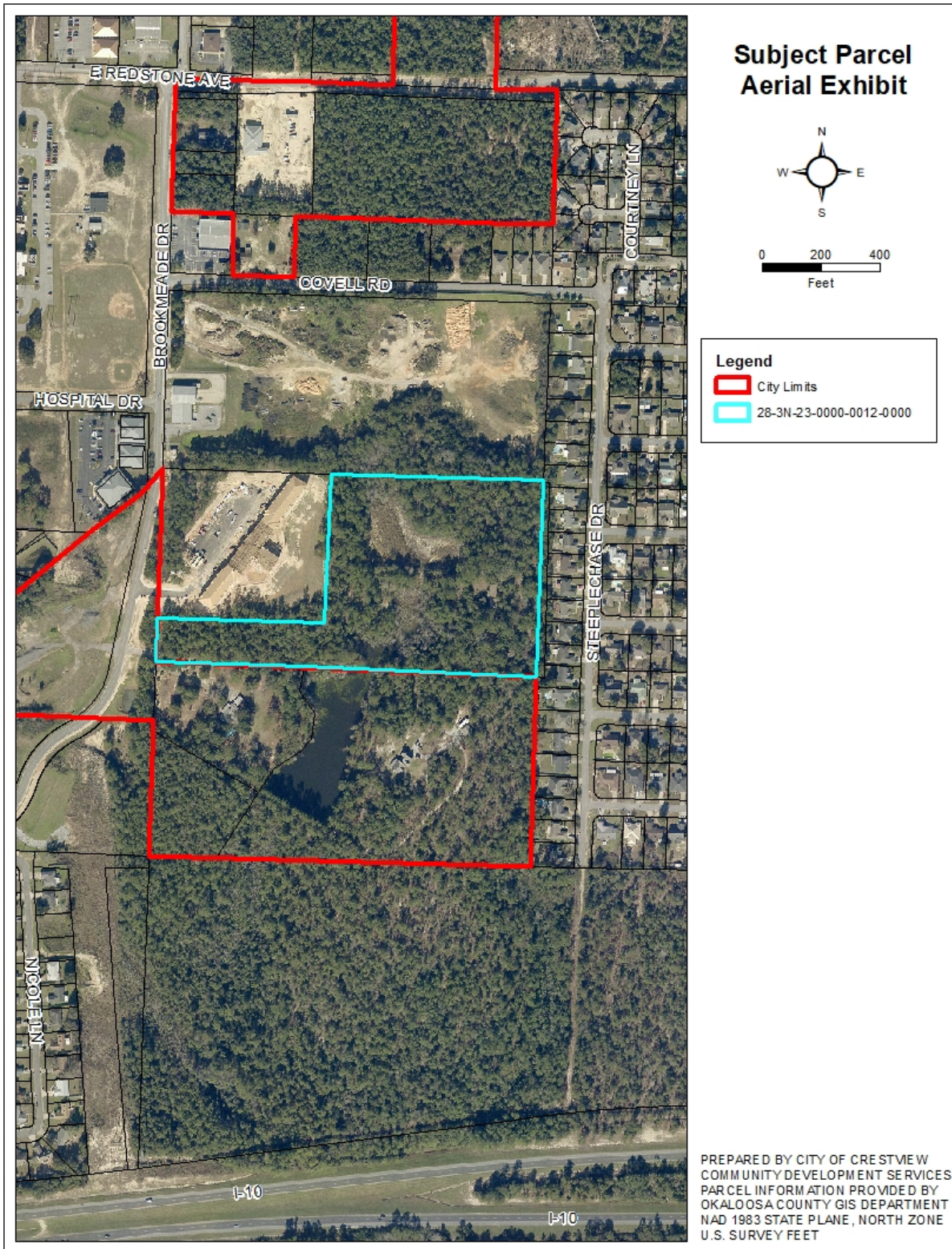
- 1) The applicant has submitted the forms for Annexation, Comprehensive Plan Amendment, and Zoning Change of the property. The proposed amendments/changes satisfy the requirements of the City of Crestview's adopted Comprehensive Plan, and the Land Development Code, as well as other reviewed documents.
- 2) The associated Comprehensive Plan Amendment should not pose a problem if supported by proper documentation and Council intent.
- 3) Please review the applications based on the characteristics of the site and surrounding area; the nature of the development, including the land use type and densities; and conformity of the development with the City's Comprehensive Plan, the City's Code of Ordinances and other applicable state and city regulations, in deciding the request.

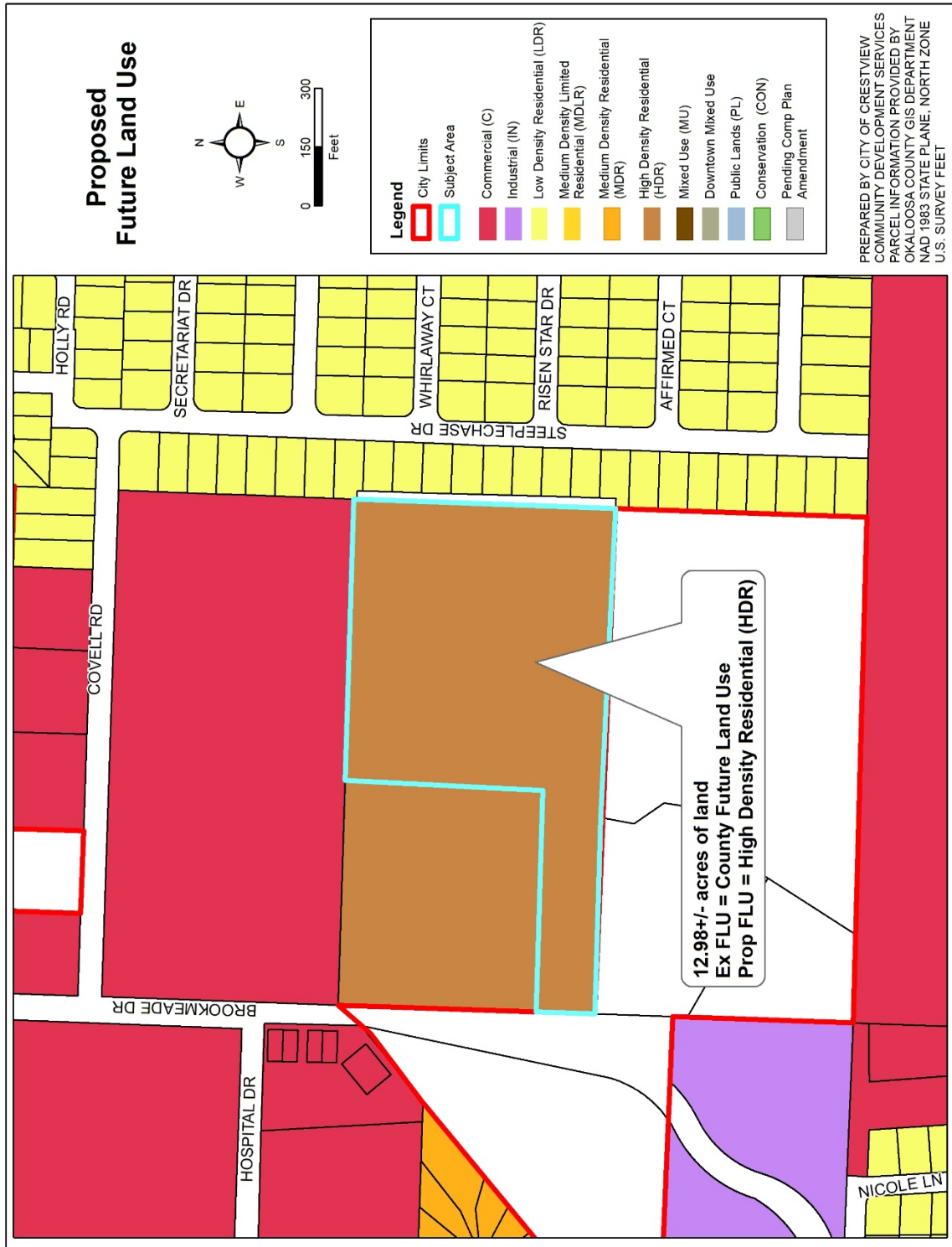
Based on the analysis above and the findings of fact, staff recommends **APPROVAL** of the applications for Annexation, Comprehensive Plan Amendment, and Zoning Change.

Assigned Staff: Stephen Schoen, Senior Planner

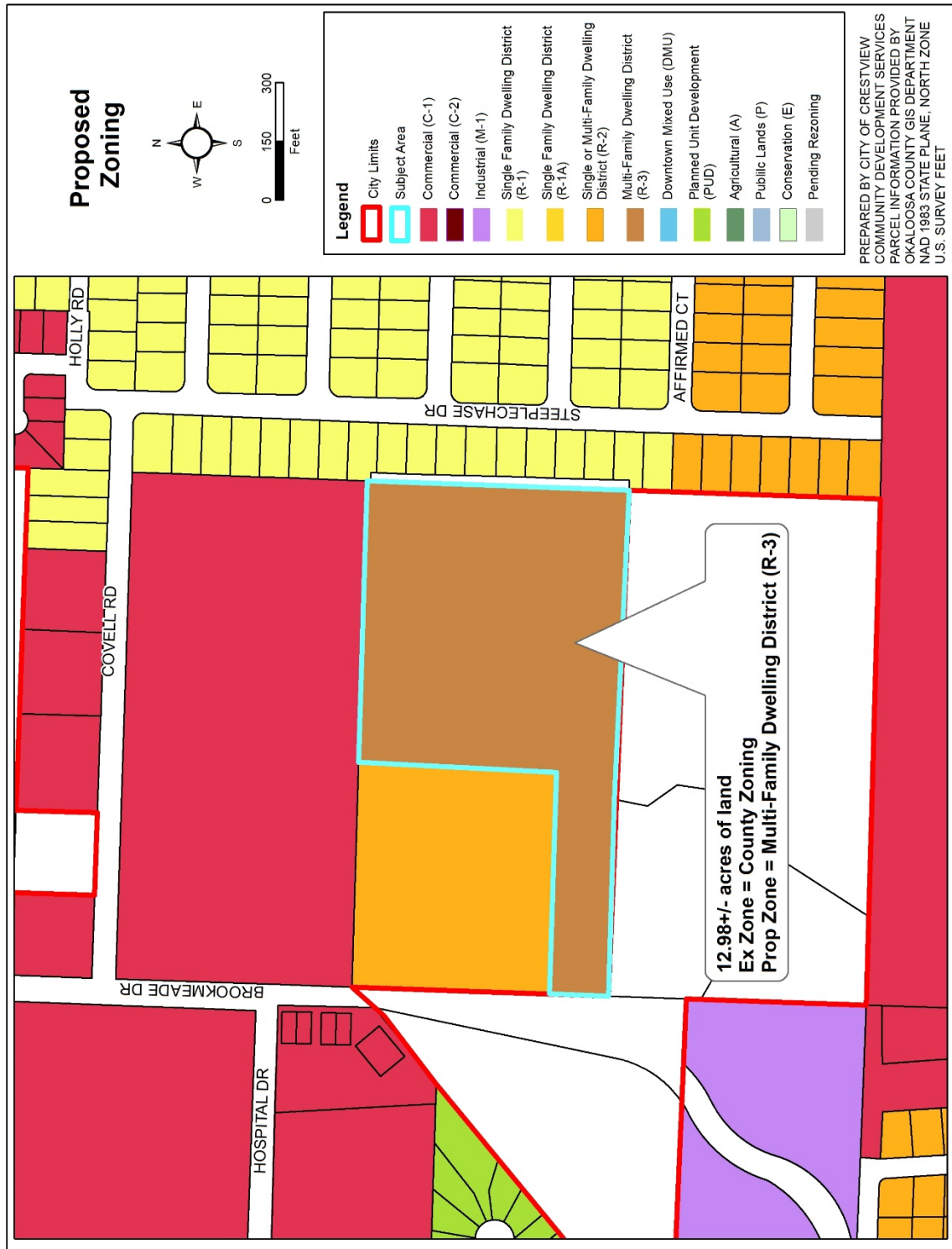
Received Public Comments:

- 1) None.





PREPARED BY CITY OF CRESTVIEW
 COMMUNITY DEVELOPMENT SERVICES
 PARCEL INFORMATION PROVIDED BY
 OKALOOSA COUNTY GIS DEPARTMENT
 NAD 1983 STATE PLANE, NORTH ZONE
 U.S. SURVEY FEET



Planning & Zoning Board (LPA) Meeting October 22, 2019

Planning & Zoning Board

Members Present	Members Absent	Staff	Visitors
Ellis Conner James Skinner Rodney Salisbury Malcolm Haynes Douglas Capps	Alton Jones Michael Carroll	Barry Henderson Stephen Schoen Dawn Barnes	Mark Davis Rita Cannon John Cannon

The data reflected within these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes and photographs. Comments reflected herein are sometimes paraphrased, condensed and have been edited to reflect essential subject matter covered during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Clerk's office and providing their own representative and equipment to produce a verbatim account of the proceedings pursuant to Crestview Policy 91 1, Duplication of Public Records, Chapters 119 and 283, Florida Statutes and Attorney General opinions in force at time of enactment of Policy 91 1.

1. CONVENE Meeting.

Mr. Conner called the meeting to order at 6:00 PM.

2. APPROVE – Minutes of the September 24, 2019 meeting.

Mr. Salisbury motioned to approve the minutes, and Mr. Haynes seconded. All voted in favor.

4. PUBLIC HEARING

- a. **LPA 19-21** – Ned Fratangelo, Et Al, property owners, have made application requesting the Comprehensive Plan Amendment of a 12.98-acre parcel located on Brookmeade Dr. The subject parcel is identified as #28-3N-23-0000-0012-0000 in the Public Records of Okaloosa County.

Mr. Conner opened the public hearing and asked staff to recite the publication date of the notice.

Mr. Schoen stated the advertisement ran on October 12, 2019, then presented the project and staff report. He addressed the concerns expressed by the Board previously and the request for a site plan.

Discussion ensued regarding the vacant strip of land between the subject property and the subdivision to the east, and the wetlands on the property.

Mr. Conner asked if there were any speakers for or against the request.

Mr. Davis stated the strip of property was not platted when the subdivision was platted. It's an unplanted strip of property, most likely to create a buffer.

Mr. Salisbury asked that the owner be discovered of the strip of property to the east to avoid future conflict.

Mr. Haynes stated the only traffic studies that have been done have not included Brookmeade.

Mr. Schoen stated Brookmeade Drive, Redstone Avenue, Mirage & 85 would have impacts and any concurrency issues would have to be addressed by the developer.

Mr. Conner closed the public hearing and asked for a motion from the Board.

Mr. Salisbury motioned to recommend approval to the City Council and Mr. Haynes seconded. All voted in favor.

9. ADJOURN

Mr. Haynes motioned to adjourn, and Mr. Salisbury seconded. All voted in favor and the meeting adjourned at 6:45 PM.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1714 - Fratangelo Rezoning

BACKGROUND:

Ned Fratangelo, Et Al, property owners, have made application requesting the Rezoning of 12.98± acres of land. Annexation of these lands was approved in 2013 but due to circumstances outside of the City's control, the lands have not undergone the required Comprehensive Plan Amendment and Zoning Change processes until now.

The Local Planning Agency recommended approval of the amendment and its transmittal to the Florida DEO, on October 22, 2019.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report under agenda item 12.1.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance 1714 will allow for development to occur on the subject property in conformity with the adopted Comprehensive Plan and Land Development Regulations. Potential increases in property value, with development, will grow the City's tax base.

Costs associated with the development may include long term service investments. Costs will be associated with the scope of development not with the approval of the Rezoning. Additionally, impact and connection

fees, as well as monthly service charges for utility services will serve to pay for any upfront expenditure over the life of the service.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1714 on second reading.

Attachments

1. Ordinance 1714 - Fratangelo Rezone

ORDINANCE NO. 1714

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 12.98 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM AN OKALOOSA COUNTY ZONING DISTRICT TO THE MULTI-FAMILY DWELLING DISTRICT ZONING (R-3); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2. PROPERTY REZONED. The following described 12.98 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 12.98 acres, more or less, being formerly having an Okaloosa County Zoning Designation with the High Density Residential (HDR) Future Land Use Map designation recently ratified by the Florida Department of Economic Opportunity, is hereby rezoned to the Multi-Family Dwelling District Zoning (R-3) to wit:

Property Description: (As recorded in Official Records Book 2937, Page 478 of Okaloosa County, Florida)

N1/2 OF THE SW1/4 OF THE NW1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY FLORIDA.

LESS AND EXCEPT:

(AS RECORDED IN OFFICIAL RECORDS BOOK 3202, PAGE 4272)

A PARCEL OF LAND SITUATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA: BEING A PORTION OF THE NORTH HALF OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER THEREOF, AS DESCRIBED IN OFFICIAL RECORDS BOOK 2937 PAGE 478 OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA: AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER PROCEED S88°21'32"E ALONG THE NORTH LINE OF AFORESAID NORTH HALF FOR A DISTANCE OF 575.00 FEET; THENCE DEPARTING SAID NORTH LINE PROCEED S01°58'18"W FOR A DISTANCE OF 506.13 FEET; THENCE PROCEED N88°22'49"W FOR A DISTANCE OF 577.09 FEET TO THE WEST LINE OF AFORESAID SECTION 28; THENCE PROCEED N02°12'29"E ALONG SAID WEST LINE FOR A DISTANCE OF 506.36 FEET TO POINT OF THE BEGINNING.

SECTION 3. MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance. Exhibit A, attached hereto and made part hereof, graphically depicts the change to the Zoning Map.

SECTION 4. SEVERABILITY. If any word, phrase, clause, paragraph, section or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the ordinance which can be given effect without the invalid or unconstitutional provisions of this ordinance are declared severable.

SECTION 5. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charters provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5. EFFECTIVE DATE. The effective date of this Ordinance shall be the date Comprehensive Plan Amendment Cycle 19-7ESR adopted by Ordinance # 1713 becomes legally effective.

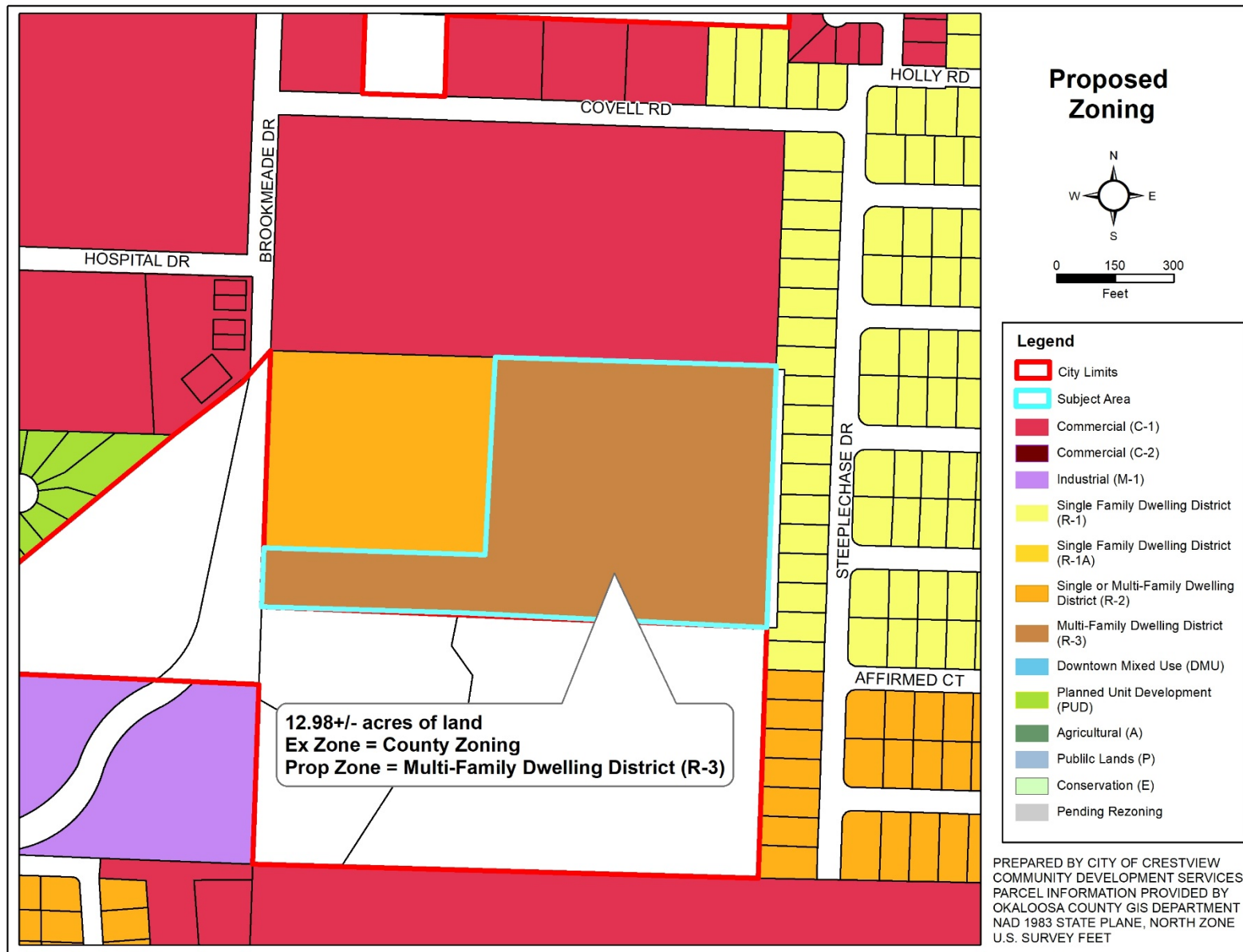
PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J B WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1741 - Linc Grant Comprehensive Plan Amendment

BACKGROUND:

Rogers And Grant, LLC, property owner, applied for a Comprehensive Plan Amendment to the Future Land Use Map for two parcels consisting of ±1.38 acres of land located at Carlton Street and Pine Avenue, generally being located in Section 17, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request, the details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance 1741 could have a small positive impact on the city when the land is developed.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1741 and move to second reading.

Attachments

1. Planning Staff Report - Grant Property
2. 2020-0121 LPA Minutes - Linc Grant

ORDINANCE: 1741

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM LOW DENSITY RESIDENTIAL (LDR) AND COMMERCIAL (C) FUTURE LAND USE CATEGORY TO MEDIUM DENSITY RESIDENTIAL (MDR) FUTURE LAND USE CATEGORY ON APPROXIMATELY 1.38 ACRES, MORE OR LESS, IN SECTION 17, TOWNSHIP 03 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2. FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from Low Density Residential (LDR) AND Commercial (C) Future Land Use Category to the Medium Density Residential (MDR) Future Land Use Category on a parcel of land containing 1.38 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3. PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020" as described in Section 4.

SECTION 4. FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of two parcels containing approximately 1.38 acres of land, more or less, from Low Density Residential (LDR) and Commercial (C) to Medium Density Residential (MDR). For the purposes of this Ordinance and Comprehensive Plan Amendment, the 1.38 acres, more or less, are known as

Parcels 17-3N-23-2490-0160-0050 and 17-3N-23-2490-0160-0010, and are commonly described as:

PARCEL: 17-3N-23-2490-0160-0050

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 5, 7 AND 8, BLOCK 160, AND THE SOUTH ½ OF ADJACENT VACATED ALLEY NORTH OF LOT 5, AND VACATED ALLEY BETWEEN LOTS 5, 7 AND 8, TOWN OF CRESTVIEW, PER ORDINANCE #1442 VACATING ALLEYWAYS OF BLOCK 160 RECORDED IN OFFICIAL RECORDS BOOK 2960, PAGE 1978 AND ACCORDING TO PLAT, THEREOF ON FILE IN PLAT BOOK 1, PAGES 72 AND 72 A, OF THE PUBLIC RECORDS, OKALOOSA COUNTY, FLORIDA.

PARCEL: 17-3N-23-2490-0160-0010

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1 AND 2, BLOCK 160, AND THE NORTH ½ OF THE VACATED ALLEY LYING SOUTH OF AND ADJACENT TO SAID LOTS, TOWN OF CRESTVIEW, PER ORDINANCE #1442 VACATING ALLEYWAYS OF BLOCK 160 RECORDED IN OFFICIAL RECORDS BOOK 2960, PAGE 1978 AND ACCORDING TO PLAT, THEREOF ON FILE IN PLAT BOOK 1, PAGES 72 AND 72 A, OF THE PUBLIC RECORDS, OKALOOSA COUNTY, FLORIDA.

The Medium Density Residential (MDR) Future Land Use Category is hereby imposed on Parcels 17-3N-23-2490-0160-0050 and 17-3N-23-2490-0160-0010. Attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map and shows Parcels 17-3N-23-2490-0160-0050 and 17-3N-23-2490-0160-0010 thereon.

SECTION 5. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 6. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 7. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 8. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All

Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on second reading by the City Council, unless the amendment is challenged pursuant to §163.3187, F.S. If challenged, the effective date shall be the date a Final Order is issued by the State Land Planning Agency or the Administration Commission finding the amendment in compliance with §163.3184, F.S.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,

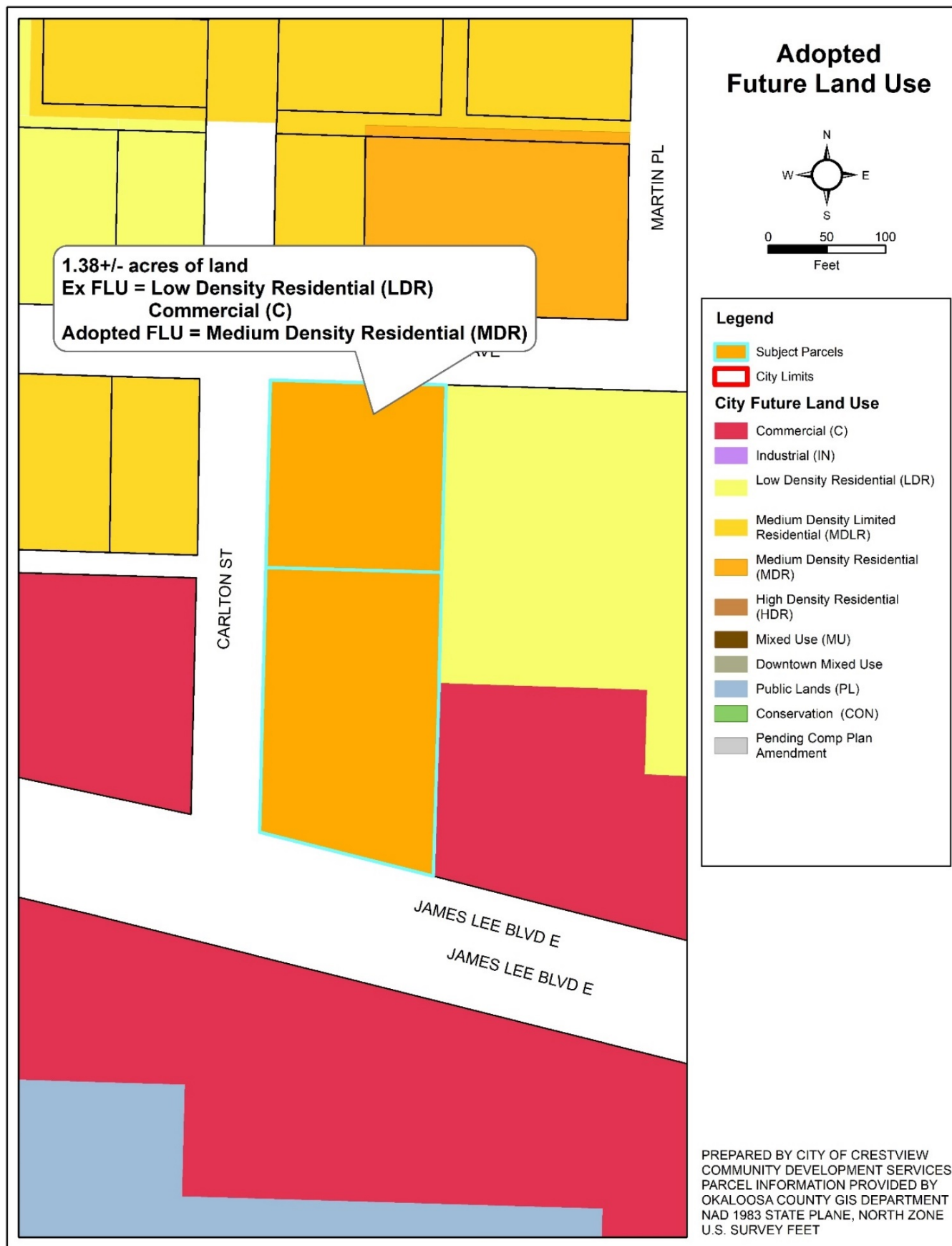
FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





PLANNING AND ZONING STAFF REPORT TO THE LOCAL PLANNING AGENCY AND CITY COUNCIL

PROJECT NAME: Carlton St. Comprehensive Plan Amendment and Zoning Change

ORDINANCE NUMBER(S): 1741 Comp (small scale)
1742 Rezone

AGENDA DATE: LPA – Public Hearing: January 21, 2020
City Council – First Reading: February 10, 2020
City Council – Second Reading & Public Hearing: February 24, 2020

LAST AMENDED DATE:

1. Reviewed and Applied - References

- a. Crestview Code of Ordinances, Current Edition
- b. Crestview Comprehensive Plan, Current Edition
- c. Florida Statutes, Current Edition

2. Project Summary		
Property Owner(s) Rogers and Grant LLC Applicant Property Owners Staff Planner: Elgin Duley III, Planning Administrator Dawn Barnes, Planner I	Property Location: The subject property is generally located on the east side of Carlton Street between the intersections of Highway 90 and Pine Avenue and consists of 1.38+/- acres; PIN 17-3N-23-2490-0160-0050 & -0010. Application Information: The applicant has requested Comprehensive Plan Amendment to Medium Density Residential (MDR), and Zoning designation of Residential 2 (R-2), to allow for residential development.	Staff Recommendation: Approval of the requested actions, subject to any conditions provided in the following report or suggested by the LPA. Public Notice: • Notice letters sent to property owners within 300' of the subject property on 12/31/19 • Property posting on 01/07/20 • Ad run on 1/11/20

3. Application / Project Analysis

Project Description

The applicant(s) has requested the Comprehensive Plan amendment of the subject property **from Commercial (C) and Low Density Residential (LDR) to the Medium Density Residential (MDR) Future Land Use**. This Future Land Use amendment will allow the lands to be developed into residential use.

The applicant(s) has also requested the Zoning Change **from Commercial and Single Family Dwelling (R-1) zoning to Multi-family district (R-2) zoning**. This zoning change will require any proposed development to meet the Land Development Code's R-2 zoning district requirements.

Project Context

Current Conditions:

The subject property is currently vacant. The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
East	City LDR, Commercial	R-1, C	State/County office
South	Commercial	C	Educational
West	DLR, Commercial	R-2, C	Single Family Dwelling
North	MDLR, MDR	R-2	vacant

Project Compatibility:

A development application concerning the subject property has not been submitted. Based on the requested land-use and zoning designations, the property will be developed for multi-family residential use.

The surrounding uses include single family dwellings and commercial applications. An MDR/R-2 designation is an acceptable transitional use. Compatibility of the requested comprehensive plan amendment and zoning change is consistent with the neighborhood.

Regulatory and Statutory Compliance:

Florida Statute Chapter 163. The proposed amendment is on a 1.38 +/- acre parcel and is being processed as a small-scale comprehensive plan amendment to the Future Land Use Map in accordance with Florida Statutes. As such, the amendment is being brought before the Local Planning Agency in a public hearing and before the City Council in a public hearing (the adoption hearing). The Florida Department of Economic Opportunity does not require review of small-scale Future Land Use Map amendments unless challenged by an affected party within 30 days of adoption by the City Council.

City of Crestview Comprehensive Plan. Chapter 7 of the Comprehensive Plan establishes the various requirements for Future Land Use categories and the applicant requested amendment to designate the annexed property as an Industrial Land Use is in keeping with the Plan. The Future Land Use Map of the Comprehensive Plan has established the appropriate land uses. The appropriate intensity and impervious surface area maximums will be assured during development review. Specific Comprehensive Plan Goals Objectives and Policies in support of the requested actions are as follows:

Policy 7.A.2.2 – Because the amendment may serve to discourage urban sprawl.

Policy 7.A.6.3 – Because the amendment promotes infill development.

Policy 16.A.1.5 – Because the amendment may be beneficial to existing commercial development, will encourage business retention and create a favorable business climate for existing businesses.

Crestview Land Development Code. The use of the property as an allowable use, provided the Comprehensive Plan and Zoning change is approved, will undergo development review to ensure compliance with the Land Development Code.

Adequate Public Facilities:

1. *Transportation.*
 - a) Transportation impacts were not addressed in the application. The current use is vacant. Transportation impacts will be addressed and mitigated as a part of the development application process.
2. *Potable Water and Waste Water.*
 - a) The City currently provides potable water and sanitary sewer to the area.
3. *Recreation and Open space.*
 - a) The requested Zoning change will have no measurable impact on the City's Recreation and Open space resources.
4. *Solid Waste.*
 - a) The requested actions will have a negligible impact on the City's solid waste service. There is more than adequate capacity to accommodate the demand which can be reasonably anticipated from approval of the requested actions.
5. *Stormwater Management.*

- a) Stormwater impacts are not addressed in this application. The current use is vacant. Transportation impacts will be addressed and mitigated as a part of the development application process.

Environmental Impacts:

Wetlands and Environmentally Sensitive Lands – Current wetlands data indicates the absence of any jurisdictional wetlands within the subject property.

Historical and/or Archeological Resources – The application does not address the presence of any historical or archeological resources onsite.

4.	Findings
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- a. The request for Comprehensive Plan Amendment is consistent with the above references and may not be a detriment to the surrounding property.
- b. The request for Zoning Change is consistent with the above references and may not be a detriment to the surrounding property.
- c. There is the potential for impacts to level of service standards, however, any identified impacts would be addressed during development review.

5.	Conditions of Approval
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- a. Staff does not apply nor recommend the application of any conditions for approval of the current requests.

6.	Conclusion and Recommendation
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- a. The applicant has submitted the required forms for the Comprehensive Plan Amendment, and Zoning Change of the property.
- b. The proposed actions satisfy the requirements of the City of Crestview's adopted Comprehensive Plan, and Land Development Code.
- c. The associated Comprehensive Plan Amendment should not pose a problem if supported by proper documentation and Council intent.
- d. Please review the applications based on the characteristics of the site and surrounding area; the nature of the development, including the land use type and densities/intensities; and conformity of the development with the City's Comprehensive Plan, the City's Code of Ordinances and other applicable state and city regulations, in deciding the request.

Based on the analysis above and the findings of fact, staff would recommend approval of the applications for Comprehensive Plan Amendment and Zoning Change.

Assigned Staff: Elgin Duley III, Planning Administrator

Received Public Comments:

- 1) None

The attached exhibits have been prepared to accurately depict the subject property.

Exhibit A) Aerial Photo of Subject Property / City Boundary Map

Exhibit B) Existing Use Map

Exhibit C) Existing Future Land Use Map

Exhibit D) Proposed Future Land Use Map

Exhibit E) Existing Zoning Map

Exhibit F) Proposed Zoning Map

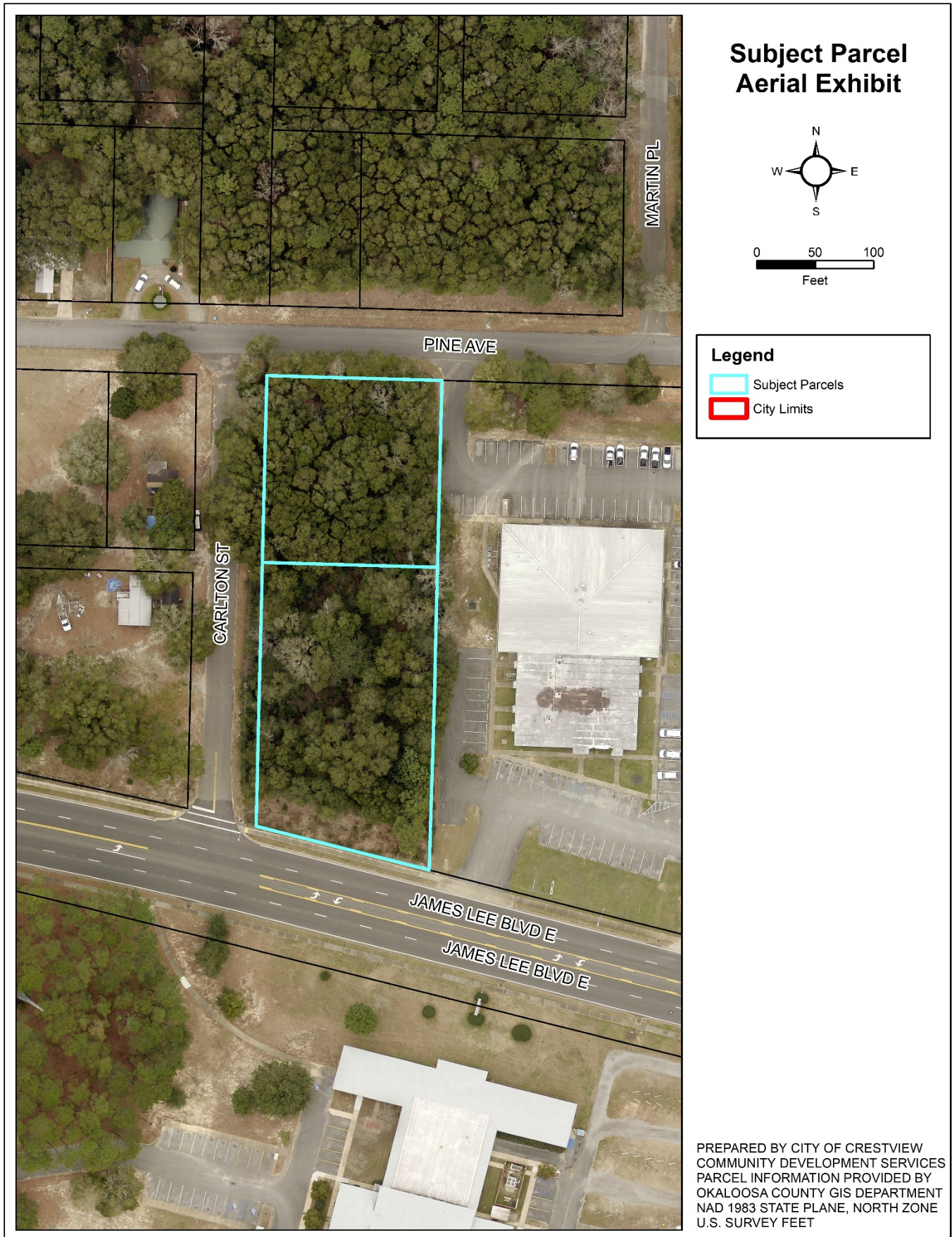
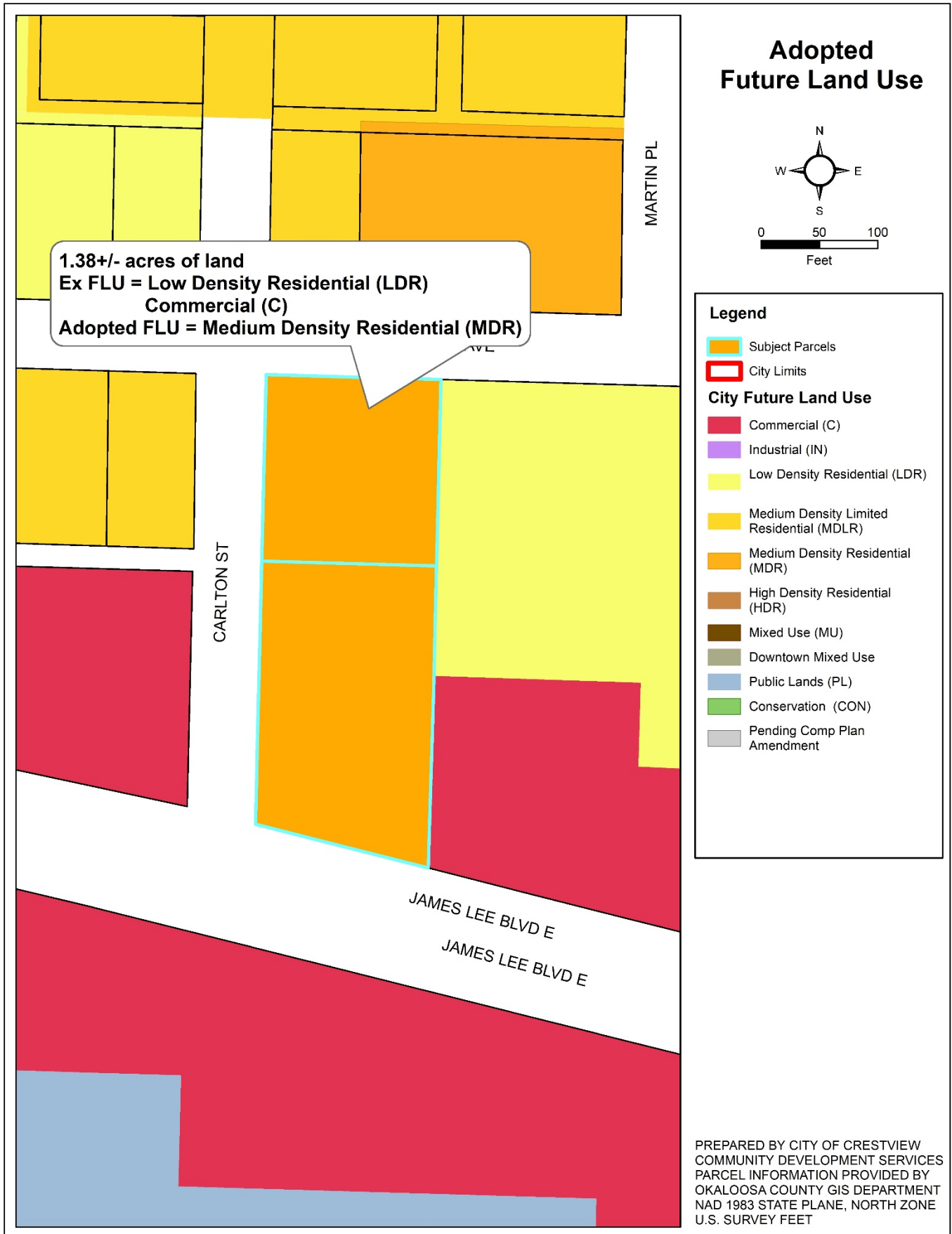


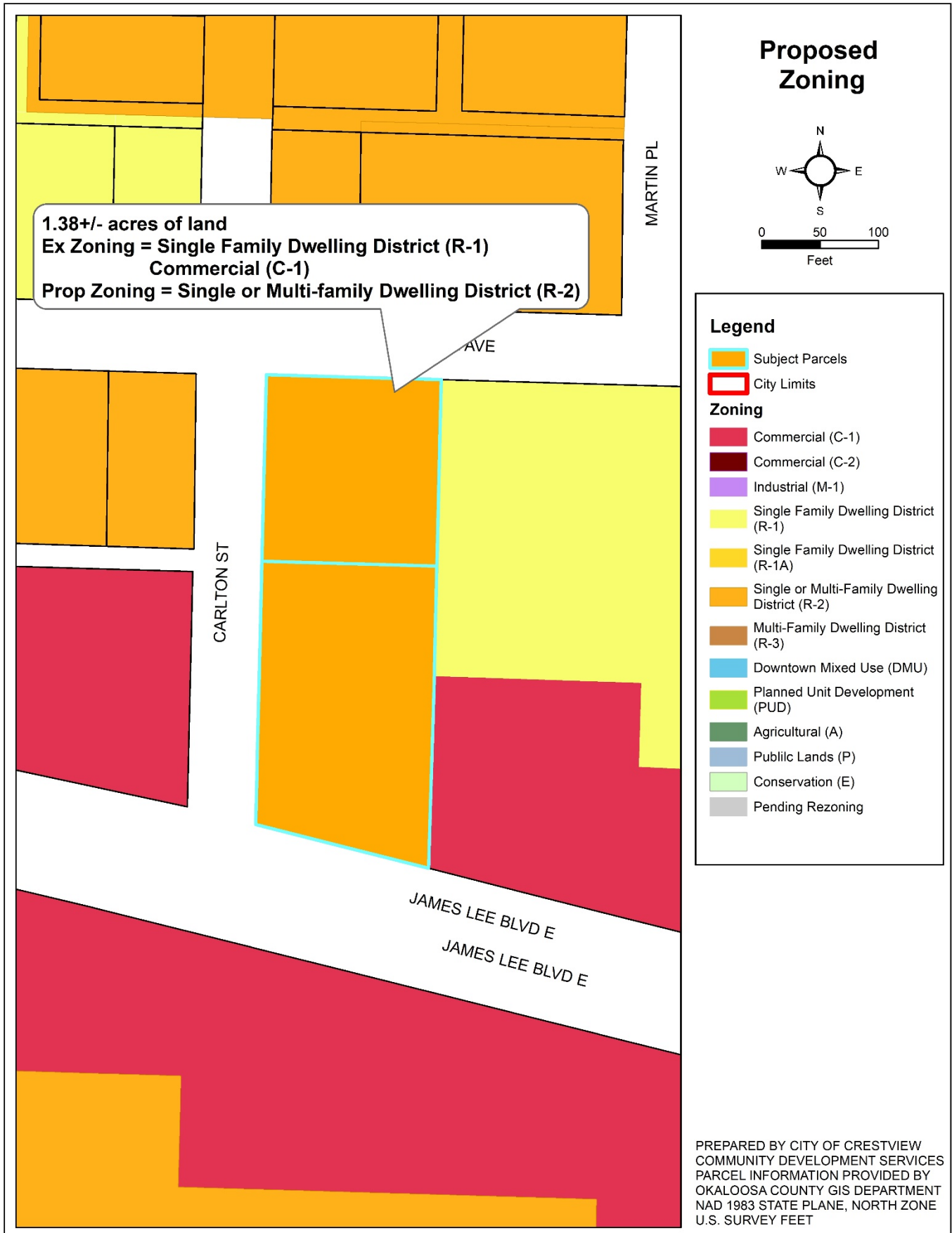
Exhibit B











Local Planning Agency Minutes
January 21, 2020
6:00 PM
Council Chambers

1. CONVENE

Mr. Conner called the meeting to order at 6:00 PM. He then called Ms. Roy to speak on the upcoming changes to the way the meetings will be presented. She notified the members that they would be receiving an email from her in the next week or two to attend training on CivicClerk. There will also be a short mock meeting prior to the next LPA meeting.

2. REVIEW

2.2. Ordinance 1741 - Linc Grant Comprehensive Plan Amendment

Mr. Duley presented the project. Mr. Conner asked for speakers in the audience. Hearing none, he asked for questions or comments by the Board.

Mr. Carroll motioned to recommend approval and Mr. Jones seconded. All voted in favor.

2.3. Ordinance 1742 - Linc Grant Rezoning

Mr. Carroll asked about the zoning on the map and Mr. Duley clarified. Mr. Haynes asked if the parcel had a structure on it and Mr. Duley stated the lot is vacant.

Mr. Carroll motioned to approve, and Mr. Haynes seconded. All voted in favor.

3. CONSIDER

Mr. Duley reminded the Board to watch their email for training on CivicClerk and pointed out the changes coming to the packet. He also wanted to make the Board aware of the new date, February 8, for the Economic Development Meeting at 2:00 and the Transportation Meeting at 3:30.

4. ADJOURN

Mr. Jones motioned to adjourn, and the meeting adjourned at 6:56.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1742 - Linc Grant Rezoning

BACKGROUND:

Rogers And Grant LLC, property owner, applied for a zoning change for two parcels consisting of ± 1.38 acres of land located at Carlton Street and Pine Avenue, generally being located in Section 17, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report under agenda item 13.1.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1742 could have a small positive financial impact on the City when the land is developed.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1742 and move to second reading.

Attachments

None

ORDINANCE: 1742

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 1.38 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 17, TOWNSHIP 03 NORTH, RANGE 23 WEST, FROM THE SINGLE FAMILY DWELLING DISTRICT (R-1) AND COMMERCIAL (C-1) ZONING DISTRICT TO THE SINGLE OR MULTI FAMILY DWELLING DISTRICT (R-2); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2. PROPERTY REZONED. The following described 1.38 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 1.38 acres, more or less, being formerly zoned Single Family Dwelling District (R-1) And Commercial (C-1) with the Medium Density Residential (MDR) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 1741, is hereby rezoned to the Single Or Multi Family Dwelling District (R-2) to wit:

PARCEL: 17-3N-23-2490-0160-0050

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 5, 7 AND 8, BLOCK 160, AND THE SOUTH ½ OF ADJACENT VACATED ALLEY NORTH OF LOT 5, AND VACATED ALLEY BETWEEN LOTS 5, 7 AND 8, TOWN OF CRESTVIEW, PER ORDINANCE #1442 VACATING ALLEYWAYS OF BLOCK 160 RECORDED IN OFFICIAL RECORDS BOOK 2960, PAGE 1978 AND ACCORDING TO PLAT, THEREOF ON FILE IN PLAT BOOK 1, PAGES 72 AND 72 A, OF THE PUBLIC RECORDS, OKALOOSA COUNTY, FLORIDA.

PARCEL: 17-3N-23-2490-0160-0010

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 1 AND 2, BLOCK 160, AND THE NORTH ½ OF THE VACATED ALLEY LYING SOUTH OF AND ADJACENT TO SAID LOTS, TOWN OF CRESTVIEW, PER

ORDINANCE #1442 VACATING ALLEYWAYS OF BLOCK 160 RECORDED IN OFFICIAL RECORDS BOOK 2960, PAGE 1978 AND ACCORDING TO PLAT, THEREOF ON FILE IN PLAT BOOK 1, PAGES 72 AND 72 A, OF THE PUBLIC RECORDS, OKALOOSA COUNTY, FLORIDA.

SECTION 3. MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance, which is attached hereto.

SECTION 4. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 5. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. EFFECTIVE DATE. The effective date of this Ordinance shall be the date the Comprehensive Plan Amendment is adopted by Ordinance # 1741 and becomes legally effective.

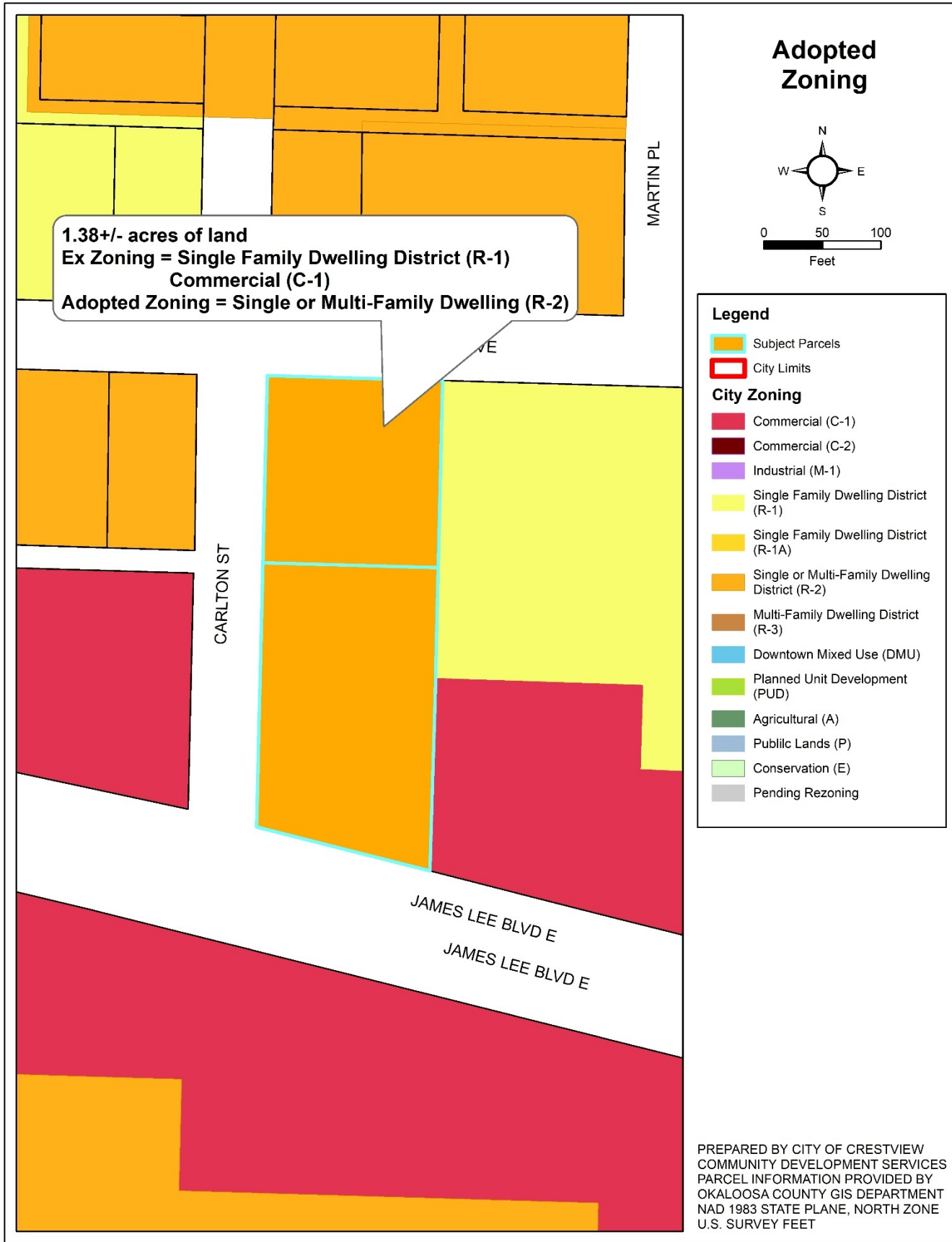
PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1743 - Magnolia Creeks Comprehensive Plan Amendment

BACKGROUND:

Magnolia Creeks LLC, property owner, applied for a Comprehensive Plan Amendment to the Future Land Use Map of a ±52.52-acre parcel of land, generally being located in Section 28, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1743 could have a small positive financial impact on the City if the land is developed.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1743 and move to second reading.

Attachments

1. Planning Staff Report - Magnolia Creeks
2. PUD Narrative - Magnolia Creeks

3. 2020-0121 LPA Minutes - Magnolia Creeks

ORDINANCE: 1743

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM THE COMMERCIAL (C) FUTURE LAND USE CATEGORY TO THE MIXED USE (MU) FUTURE LAND USE CATEGORY ON APPROXIMATELY 52.52 ACRES, MORE OR LESS, IN SECTION 28, TOWNSHIP 03 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2. FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from the Commercial (C) Future Land Use Category to the Mixed Use (MU) Future Land Use Category on a parcel of land containing 52.52 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3. PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020" as described in Section 4.

SECTION 4. FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of a parcel containing approximately 52.52 acres of land, more or less, from the Commercial (C) Future Land Use Category to the Mixed Use (MU) Future Land Use Category. For the purposes of this Ordinance and Comprehensive Plan Amendment, the 52.52 acres, more or less, is known as Parcel 28-3N-23-0000-0017-0010 and commonly described as:

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 28, TOWNSHIP 3 NORTH,

RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, LESS 28.20 ACRES FOR INTERSTATE 10 RIGHT OF WAY, OKALOOSA COUNTY FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28, RUN NORTH 00° 54' 30" WEST ALONG THE WESTERLY SECTION LINE, 2643.40 FEET TO THE NORTHWEST CORNER OF SOUTHWEST 1/4; THENCE NORTH 88° 51' 41" EAST, 2630.27 FEET TO THE NORTHEAST CORNER OF THE SOUTHWEST 1/4; THENCE SOUTH 00° 54' 30" EAST, 2638.80 FEET TO THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4; THENCE SOUTH 88° 45' 41" WEST ALONG THE SOUTHERLY SECTION LINE, 2630.29 FEET TO THE POINT OF BEGINNING, LESS AND EXCEPT RIGHT OF WAY FOR US I-10, AND LESS AND EXCEPT PROPERTY LOCATED SOUTH OF US I-10.

The Mixed Use (MU) Future Land Use Category is hereby imposed on Parcel 28-3N-23-0000-0017-0010. Attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map and shows Parcel 28-3N-23-0000-0017-0010 thereon.

SECTION 5. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 6. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 7. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 8. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on second reading by the City Council, unless the amendment is challenged pursuant to §163.3187, F.S. If challenged, the effective date shall be the date a Final Order is issued by the State Land Planning Agency or the Administration Commission finding the amendment in compliance with §163.3184, F.S.

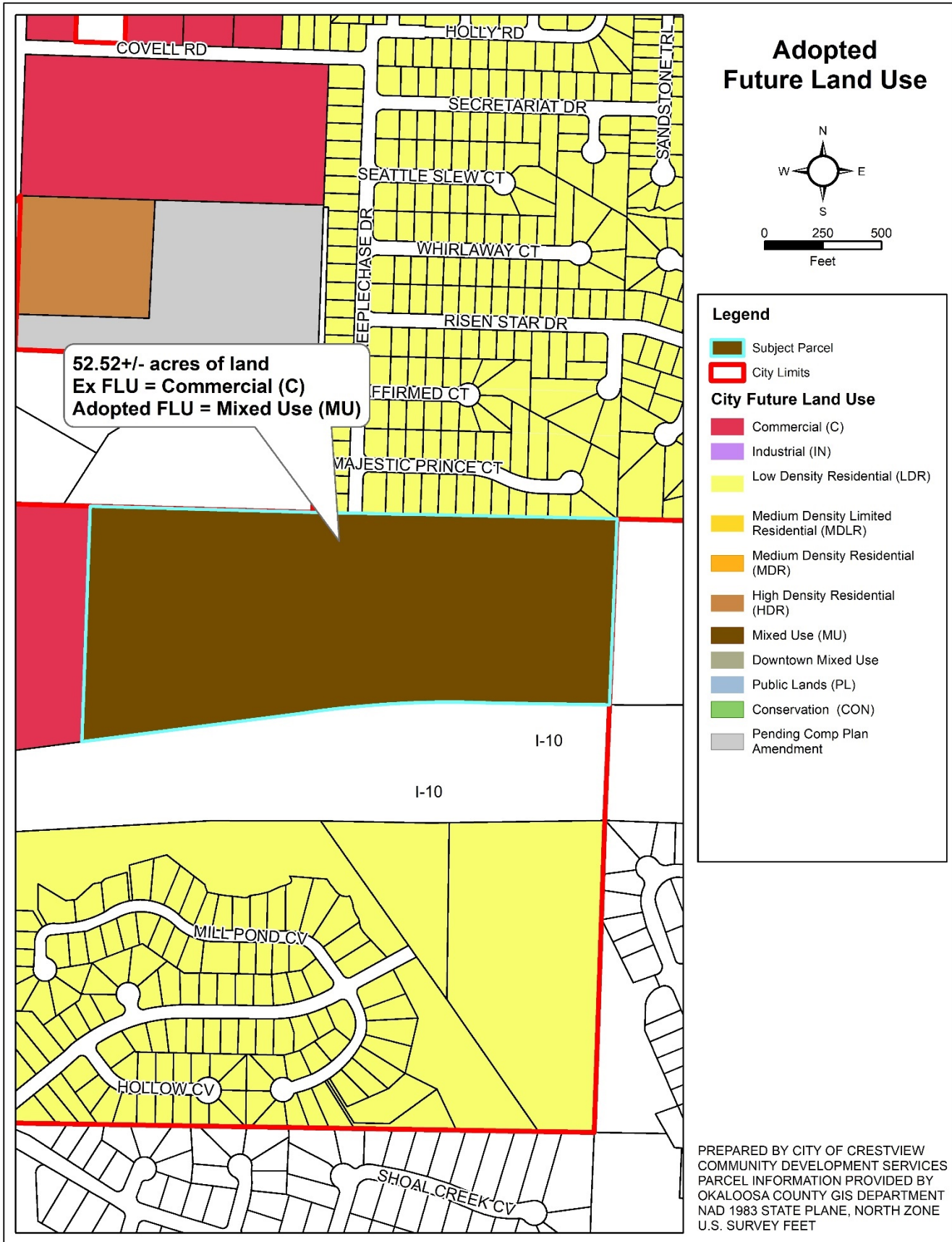
PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





PLANNING AND ZONING STAFF REPORT TO THE LOCAL PLANNING AGENCY AND CITY COUNCIL

PROJECT NAME: Magnolia Creeks

ORDINANCE NUMBER(S): 1743 Comp (small scale)
1744 Rezone

AGENDA DATE: LPA – Public Hearing: January 21, 2020
City Council – First Reading: February 10, 2020
City Council – Second Reading & Public Hearing: February 24, 2020

LAST AMENDED DATE:

1. Reviewed and Applied - References

- a. Crestview Code of Ordinances, Current Edition
- b. Crestview Comprehensive Plan, Current Edition
- c. Florida Statutes, Current Edition

2. Project Summary

Property Owner(s) Magnolia Creeks LLC 107 N. Partin Drive Niceville, FL 32578 Applicant Owners Agent / Engineer Maureen Johnson, PE Staff Planner: Elgin Duley III, Planning Administrator Dawn Barnes, Planner I	Property Location: The subject property is generally located adjacent to the Interstate and lying east of Park Place V and south of Steeplechase and consists of ±44.21 acres; PIN 28-3N-23-0000-0017-0010. Application Information: The applicant has requested a Comprehensive Plan Amendment to Mixed Use (MU), and Zoning designation of PUD (Planned Unit Development), to allow for residential development.	Staff Recommendation: Approval of the requested actions, subject to any conditions provided in the following report or suggested by the LPA. Public Notice: • Notice letters sent to property owners within 300' of the subject property on 12/31/19 • Property posting on 1/7/20 • Ad run on 1/11/20
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The applicant has provided a complete and thorough Narrative for the requested Comprehensive Plan amendment and Rezoning. The Narrative provides an introduction the site as it is currently situated, an in-depth discussion of the vision the developers have for the property, an analysis of compatibility with adjacent properties, and a very thorough discussion on the metrics of the City Comprehensive Plan this development will meet or exceed. This Narrative is attached and is considered to be a part of this Staff Summary.

3. Conditions of Approval

- a. Staff does not apply nor recommend the application of any conditions for approval of the current applications.

4. Conclusion and Recommendation

- a. The applicant has submitted the required forms for Comprehensive Plan Amendment, and Zoning Change of the property.

- b. The proposed actions satisfy the requirements of the City of Crestview's adopted Comprehensive Plan, and Land Development Code.
- c. The associated Comprehensive Plan Amendment should not pose a problem if supported by proper documentation and Council intent.
- d. Please review the applications based on the characteristics of the site and surrounding area; the nature of the development, including the land use type and densities/intensities; and conformity of the development with the City's Comprehensive Plan, the City's Code of Ordinances and other applicable state and city regulations, in deciding the request.

Based on the analysis above and the findings of fact, staff recommends **APPROVAL** of the applications for Comprehensive Plan Amendment, and Zoning Change.

Assigned Staff: Elgin A. Duley III, Planning Administrator
Dawn Barnes, Planner I

Received Public Comments:

1 None

Attachment:

1 Applicant provided PUD Narrative.

Magnolia Creeks PUD Application and MU Comprehensive Plan Amendment

Prepared For:

Magnolia Creeks, LLC

107 N. Partin Drive

Niceville, FL 32578

Phone (850)279-6868

Attn: Richard Johnson

Prepared By:

KGM Engineering, LLC

CA #33388

4423 Windlake Drive

Niceville, FL 32578

Phone (850) 699-0294

Maureen M. Johnson, PE #56139



Maureen M. Johnson
12/12/19

Introduction

The property is located south of Steeplechase Subdivision, north of Interstate 10, west of the City of Crestview property adjacent to Brookmeade, and east of vacant land owned by the city and a private property owner. Currently, the property has a future land use of commercial and zoning of commercial which allows a multitude of commercial uses including the following:

Uses permitted.

- a. Apothecary shops and pharmacies.
- b. Apparel and dry goods shops.
- c. Art, antique and gift shops.
- d. Beauty salons and barbershops.
- e. Boardinghouses and rooming houses.
- f. Book and stationery stores; newsstands.
- g. Churches and accessory uses. Schools for primary and secondary education, kindergartens and nursery schools.
- h. Filling (service) stations selling gasoline and lubricants primarily. Only minor repairs such as tire patching but not recapping, also battery recharging, car wash and polish, but no body repairs.
- i. Finance, investment and insurance offices and banks.
- j. Florists.
- k. Furniture, interior decorating and home furnishing stores.
- l. Hospitals, clinics, nursing and convalescent homes.
- m. Hotels, motels, guest cottages.
- n. Grocery stores.
- o. Laundry and dry cleaners.
- p. Mortuary.
- q. Music and dancing schools, art studios.
- r. Offices for businesses and professions, but not including fortunetellers or psychics.
- s. Photographic supplies and studios.
- t. Private clubs and lodges.
- u. Recreational facilities and parks under the operation or ownership of the city.
- v. Restaurants.
- w. Shoe repair and hat cleaning, dressmaking and tailor shops.
- x. Utility structures and substations including telephone exchange.
- y. Animal hospitals.
- z. Automotive agencies with repair garages as an accessory use. Junked cars held for salvage of parts are disallowed in this district.
- aa. Bakery, the products of which are produced primarily for retail sale on the premises.
- bb. Bus terminals and taxicab stations, car rentals.
- cc. Commercial amusements, including theaters (but not drive-in theaters) ballrooms, skating rinks, billiard parlors, bowling alleys, amusement parks, miniature golf courses and others of a similar nature.
- dd. Self-storage and mini-warehouses with all storage to be within the structure. Self-storage or mini-warehouses in commercial districts shall have on-site offices. For the purposed of this zoning category, on-site shall mean on the premises or on another parcel within one-half mile of the self-storage or mini-warehouse. Also, any business that operates a self-storage or mini-warehouse within the city limits, even if their business office is located outside of the city, must have a valid City of Crestview occupational license.
- ee. Gasoline service stations, automobile/motorcycle repair garages.
- ff. Radio and television stations with towers and studios.
- gg. Shops for painters, plumbers, paper hangers, electricians, upholsterers and others of a similar nature. Outdoor storage yards are permitted when accessory to the above uses, provided all equipment and

merchandise are enclosed behind a screen consisting of plantings or a closed or semi-closed type fence not less than five feet in height.

hh. Shops for business services, such as addressing and mailing, advertising and distributing, multigraphing, blueprinting, printing and photography.

ii. Used car lots.

jj. Vocational and private schools operated as commercial enterprises.

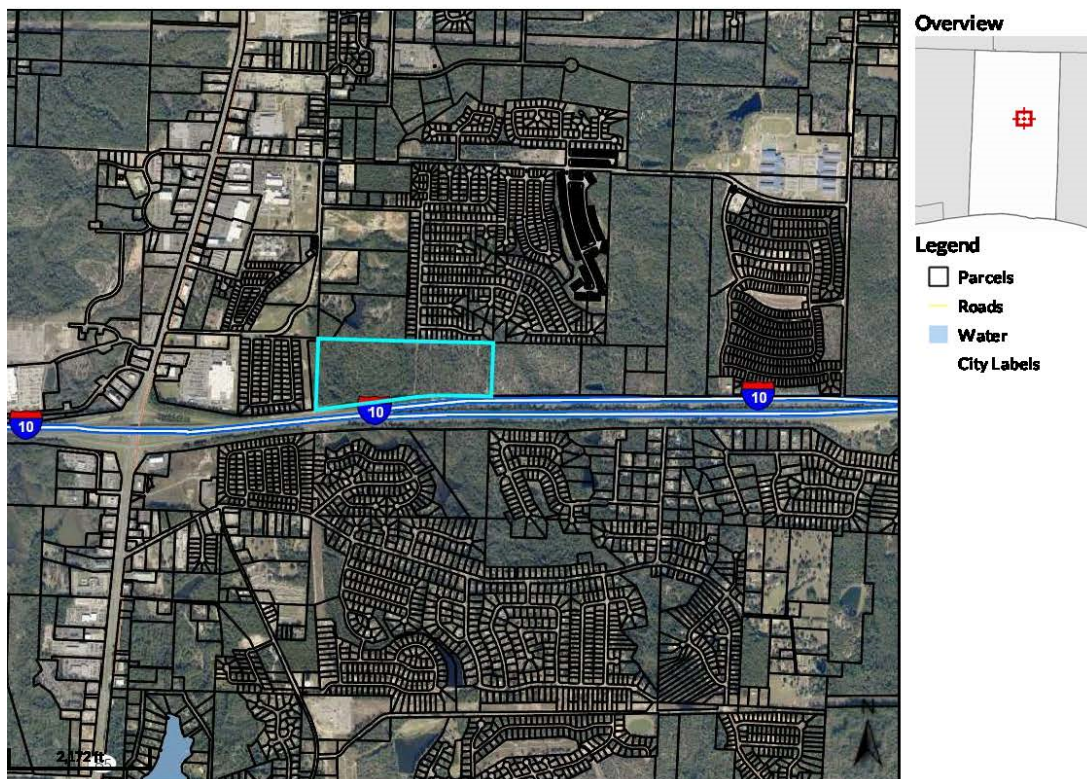
kk. Terminals for small package distribution to include loading and unloading of semi-tractor trailers to local delivery vans or other small vehicles, provided that all operations are conducted within a building with no outside storage.

ll. Mobile/manufacturing home sales.

mm. Signs may be placed on a commercial lot in accordance with article XVI.

nn. Accessory uses necessary to the foregoing, including warehouses and storage yards, when located on the same lot as the principal uses or on another parcel within one-half mile of the principal uses. Also, any business that operates a warehouse or storage yard within the city limits, even if their principal use is located outside of the city, must have a valid City of Crestview occupational license. Furthermore, storage yards are for the storage of business vehicles, construction materials, bulk merchandise or other items too large for on-site storage at the location of the principal use. Storage yards are not the same as scrap or junk yards which are prohibited in this zoning category.

oo. All sales, services and commercial activities must be conducted within a structure, and no outdoor display of merchandise or products will be permitted in connection with any of the foregoing uses except for automobile dealerships, tractor and farm equipment sales, mobile/manufactured homes and other prefabricated buildings.



We are requesting a land use change to Mixed Use and a zoning change to a PUD development to facilitate a more compatible development with adjacent land uses and provide a transition to the I-10 corridor.

Land Owner

Magnolia Creeks, LLC
107 N. Partin Drive
Niceville, FL 32578

Vision for the Magnolia Creeks PUD

The intent to establish a PUD for Magnolia Creeks is to cluster residential home sites to allow for conservation of wetlands, preservation of the water quality of onsite creeks, and provide common area for stormwater attenuation, preservation of uplands, and recreational opportunities. Magnolia Creeks will be an enclave that encourages community and embraces nature in the heart of the city.

PROPOSED COMMUNITY LAND USES	
Total Acreage	44.21 Ac
Single Family including Roadways	29.03 Ac
Total Common Open Space	15.18 Ac
% of Common Open Space	34.33%
Conservation	6.96 Ac
Stormwater	3.39 Ac
Natural Uplands/Landscape Area	4.83 Ac

It is worth noting that over 1/3 of the property is dedicated to Common Open Space. This does not include the personal lawn and gardens for the homes and the open space in the right of way. Below we will attempt to articulate the vision for Magnolia Creeks, with photos we are using for inspiration.

Magnolia Creeks will realize this vision by meeting the following goals:

GOAL #1 – PRESERVE THE WETLANDS

The impact to the wetlands will be limited to the roadway crossings. Almost 7 acres of wetlands or 15.7% of the site will be preserved in its natural state. This preservation protects the creeks, wildlife, and fauna on site. In addition, it will protect downstream drainage basin water quality. Lastly, it will provide a natural buffer between the homesites and a visual greenbelt.

GOAL #2 – PROVIDE INFRASTRUCTURE UPGRADES TO REDUCE MAINTENANCE TO THE CITY AND FURTHER PROTECT NATURAL RESOURCES

We are proposing a CONSPAN culvert bridge crossing at both wetland crossings. These crossings will not only be visually appealing, delineating the neighborhood as an enclave, but more importantly it will facilitate a wildlife corridor, protect the water quality of the creek, and provide capacity for flood attenuation.



GOAL #3 – PROVIDE AN UPLAND WETLAND NATURAL BUFFER

Magnolia Creeks will utilize an average 25' upland wetland buffer, much of it in Common Area, to protect the wetlands and creeks from runoff from the developed portion of the property.

GOAL #4 – PROVIDE STORMWATER ATTENUATION AND WATER QUALITY CONTROL WHILE PROVIDING COMMON GREEN SPACE.

The proposed stormwater design utilizes the rapid permeability of the native soils to provide shallow dry retention ponds with gentle side slopes. The storage facilities are designed to not only meet the stormwater requirements of the state and city but also to provide a green space.



GOAL #5 – PROVIDE ACCESS TO THE CONSERVATION AREA AND OPPORTUNITY TO ENJOY NATURE.



We are proposing a nature trail with access to the creek at the roadway crossings that connects other recreational amenities.

GOAL #6 – PROVIDE RECREATIONAL AMENITIES THAT EMBRACE THE NATURAL RATHER THAN DETRACT FROM IT.

Magnolia Creeks is a community for families and children need a play place. We are proposing a natural play area, incorporating created hills, recycled construction material, slides, and natural play structures.



In addition, to a play area, we will provide a gazebo or Main Street meeting place for adults to meet and congregate.

Dogs are part of our families too. So Magnolia

Creeks will have a small area dedicated to our pets, allowing pets and their owners alike to meet.



All areas will be connected by a nature trail system, inviting residents out of their homes and into the community. Community recreation in a pocket neighborhood setting creates more vibrant cities.

GOAL #7 – PROVIDE QUALITY HOME CONSTRUCTION



We believe that the quality of the homes not only ensure the value and appreciation of the neighborhood, but in our experience our communities lift the property value of adjacent properties as well. While we are still working on the particulars, these are the renderings of the

typical home that will occupy Magnolia Creeks.



GOAL #8 – REPLACEMENT LANDSCAPING SHALL BE NATIVE

In areas where we cannot preserve the natural landscaping because of the grades or the infrastructure we will replace it with native landscaping. Magnolia, Camellias, Saw Palmettos and other xeric landscaping will be incorporated as necessary.



We will utilize Magnolias along the entrance road and throughout the community.

Landscaping of common area will preserve as much native vegetation as possible and replanting will utilize native species with a special attention to the three species that are celebrated in the road names. A more detailed landscape plan will be provided once the grading and preservation is finalized.



Saw Palmetto and Camellias for color will be used as landscaping.

GOAL #9 – PROVIDE QUALITY LIGHTING FOR THE COMMUNITY.



Street lights not only provide security but also a sense of continuity and place. We have chosen the Acorn light to provide a timeliness to our streetscapes.

GOAL #10 – ESTABLISH A HOA TO MAINTAIN THE QUALITY OF THE COMMUNITY

Magnolia Creeks HOA will be established to maintain the common area and recreational facilities. The streets and infrastructure will be constructed to City of Crestview standards and will be maintained by the city.

Compatibility with Adjacent Properties

The requested amendment to the zoning and future land use maps provide greater compatibility to the adjacent subdivision than the current commercial designation on site.

The density of Magnolia Creeks is 3.03 dwelling units per acre which is significantly less than the 6 dwelling units per acre designated for LDR or 15 dwelling units per acre designated for MDR.

We are proposing a typical lot width of 50' and minimum lot frontage of 20' for cul-de-sacs. The setbacks for Magnolia Creek are 20' front, 15' rear, and 5' sides internally. We have a 10' side setback on the lots adjacent to the east property, a 15' rear to the lots adjacent to the north property line, and a minimum setback of 60' from Interstate 10.

Conclusion

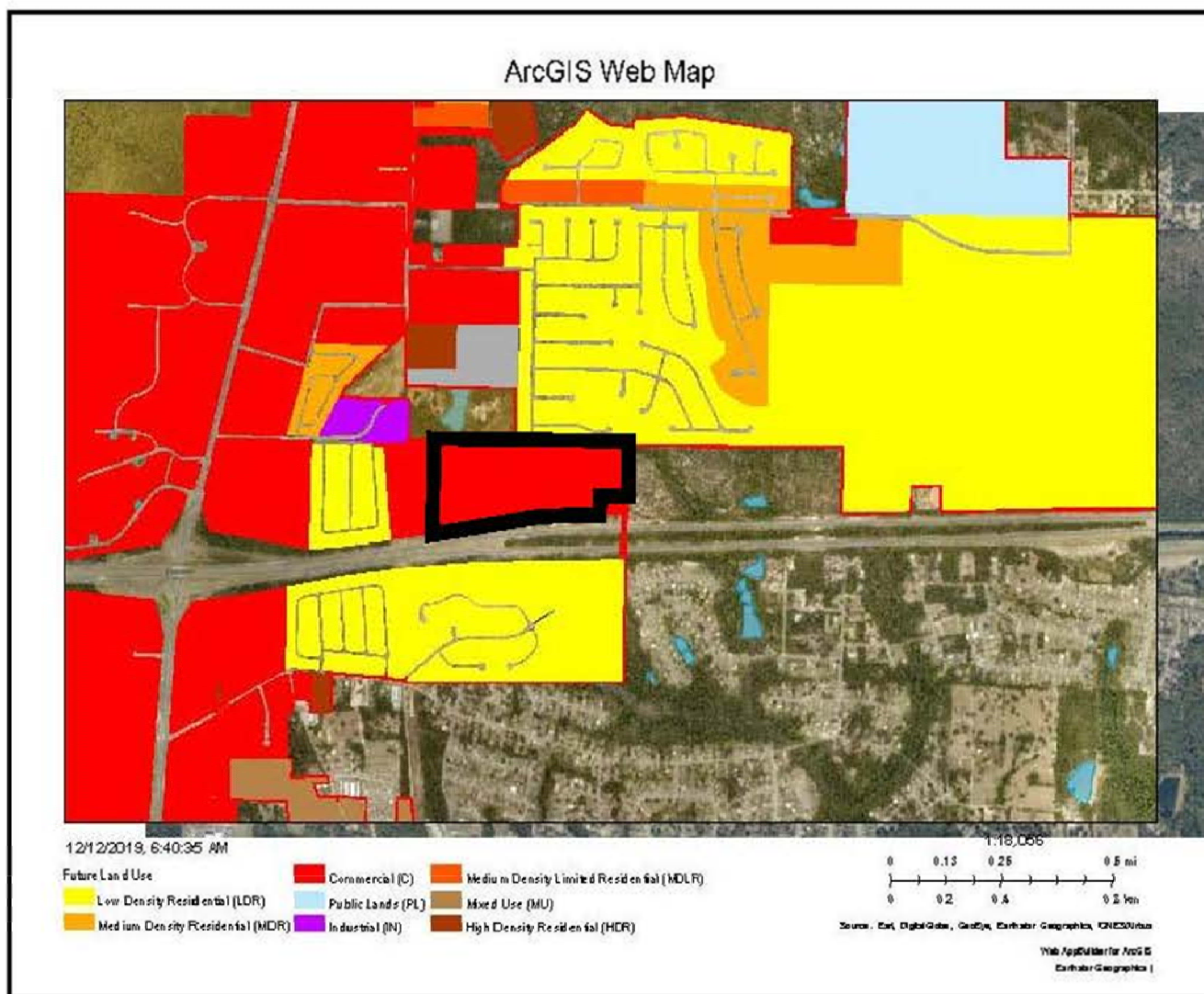
Approval of the PUD as submitted would

1. Increase the compatibility with adjacent properties over the current commercial designation.
2. Preserve and protect environmentally sensitive lands by clustering development.
3. Elevate the development standards of the community by encouraging innovative recreation, high quality construction, and dedicating resources to the common areas therefore encouraging beautification of the neighborhood.
4. Reduction of overall impact to city's infrastructure in comparison to current zoning standards.

Comprehensive Plan Amendment

Below is the current future land use map with the proposed site delineated by the bold black line. You will notice that the parcel is bordered to the north by a Low Density Future Land Use, to the west by Commercial, to the east by Okaloosa County property, and to the south by Interstate 10.

Therefore, we have determined that the most compatible Future Land Use for the parcel would be Mixed Use, with a PUD overlay zoning, will provide a transition piece between the I-10 corridor and the commercial to the west and the residential to the north.



It is worth noting, that the current future land use is Commercial which allows for a multitude of uses as described above. By changing the land use to Mixed Use and allowing the PUD designation, the city will support a more compatible land use category for all parcels.

Meeting the Requirements of the City of Crestview Comprehensive Plan

The proposed Comprehensive Plan Amendment will meet or exceed the requirements for a plan amendment as enumerated in the City of Crestview Comprehensive Plan. This includes but is not limited to the following:

Goal 7.A - Manage the future development of the City in a manner consistent with the ability to provide adequate infrastructure and protect important resources.

Objective 7.A.1 - Coordinate future land uses with the appropriate topography, soil conditions and the availability of facilities and services by implementing Policies 7.A.1.1 and 7.A.1.2, among others, and by including regulations within the LDC (a.k.a. The Land Use Code) and adopting such code within the time frame specified within s.163.3202(1), F.S.

The topography of the parcel supports a mixed use development, the soil conditions as shown in the attached map show upland portions of the property are permeable sands which support shallow retention stormwater facilities, and the infrastructure of the city is adequate to support the land use amendment. Since the land use will be less intense than the current commercial designation, the impact to the city's facilities will be reduced.



Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
6	Dorovan muck, frequently flooded	0.0	0.0%
12	Lakeland sand, 0 to 5 percent slopes	19.5	48.0%
23	Troup sand, 0 to 5 percent slopes	11.3	27.8%
24	Troup sand, 5 to 8 percent slopes	8.7	21.5%
37	Bonifay sand, 5 to 8 percent slopes	1.1	2.7%
Totals for Area of Interest		40.6	100.0%

Policy 7.A.1.2 - The Land Development Code/Land Use Code shall contain specific and detailed provisions to implement this Ordinance including, as a minimum, the following:

a. Regulation of the subdivision of land;

The future land amendment will support the subdivision of land by allowing a PUD development.

b. Regulation of the use of land by zoning districts which implement the land-use categories shown on the Future Land Use Map (Figure 7-1) (also, see Policy 7.A.3.4);

See above

c. Ensure compatibility of adjacent land uses;

The land use amendment is more compatible providing a transition between commercial and residential

d. Provide for open space (reference Chapter 12 of this Ordinance);

Mixed Use Future Land Use allows for a PUD development which requires common dedication of open space.

e. Protect potable water wellfields and sources (reference Policy 11.A.2.1

No potable water wells are in the vicinity of the project. The onsite city water main will be protected from development encroachment and a maintenance easement and access to the city will be maintained.

f. Regulation of areas subject to seasonal or periodic flooding (reference Policy 7.A.4.3);

Replacement Page Page 7-2 Amendment 16-1 October 24, 2016 Ordinance 1610 g. Continue to

provide for drainage and storm water management (reference Objectives 10.C.1 and 10.C.2); h. Protect the environmentally sensitive lands designated within the LDC (reference Policy 11.A.3.3);

Mixed Use Future Land Use encourages less intense development patterns reducing runoff. Common stormwater facilities provide a more efficient means of providing flood attenuation. The FEMA Flood Map has been reviewed and the property lies within Zone X.

i. Regulation of signage;

The future land use map amendment will not preclude the parcel for meeting the requirements of the LDC regarding signage.

j. Implement the Concurrency Management System described in Chapter 6 of this Ordinance; k. Insure adequate, safe and convenient on-site traffic flow and parking (reference Policy 8.A.1.2); and l. Also, see Objective 11.A.2 and the policies thereunder.

The proposed future land use amendment and accompanying PUD rezoning requests meets the city's requirements of on site traffic flow.

Policy 7.A.2.2 - The Land Development Code shall contain requirements for new development to utilized existing water, sewer and solid waste collection systems in order to discourage urban sprawl and encourage commercial re-development.

The parcel is located in the heart of the city. Water, sewer, and solid waste systems are available and will be utilized.

Objective 7.A.3 - The City shall encourage and provide for the elimination or reduction of uses inconsistent with the community's character and future land uses by implementing Policies 7.A.3.1 through 7.A.3.5, among others. Regulations necessary to implement the policy standards shall be included within the LDC (reference Policy 7.A.1.1).

Policy 7.A.3.1 - The LDC shall contain provisions to eliminate expansion of non-conforming land uses which are inconsistent with the Future Land Use Maps or the City's Zoning Ordinance.

Policy 7.A.3.2 - The LDC shall contain provisions which ensure that all future development is consistent with accepted planning practices and principles as well as natural area limitations. The provisions (regulations) will address items such as conservation of resources, efficiency of use and development, aesthetic appeal and short and long-term impacts of proposed development plans.

Policy 7.A.3.3 - Expansion or replacement of land uses which are inconsistent or incompatible with the Future Land Use Maps shall be prohibited (also, see Policy 7.A.2.3).

Policy 7.A.3.4 - The LDC, adopted pursuant to Policy 7.A.1.1, shall include regulations pursuant to Policy 7.A.1.2(b) with the following densities, intensities, land uses and related provisions

e. The Mixed-Use land use category is limited to areas that exhibit an existing or planned development pattern reflecting a variety of uses, densities and nonresidential uses. Specific residential uses allowed in this category include single-family residential, multi-family residential, mobile home parks and mobile home subdivisions. Specific non-residential uses include recreation uses, neighborhood and general commercial and business uses, offices, restaurants, motels, hotels and other temporary lodging facilities, clinics and medical facilities, churches and places of worship, light industrial uses when such uses do not create any adverse off-site impacts to other properties or to protected environmental resources. Other similar uses may be allowed based on compatibility with existing nearby uses. PUDs are allowed and encouraged in this category. The residential density for this category is up to 25 units per gross acre. Through density bonus provisions, the density may be increased by up to 10% for a specific parcel or property so qualifying. If the density bonus is based on the provision of affordable housing as defined by Statute Rule, the density for the parcel or property may be increased by up to 20%. The intensity of non-residential uses is limited by a Floor Area Ratio (FAR) of 1 and an impervious surface coverage of 75%. Where low density lands or single-family neighborhoods exist adjacent to a property proposed for development in this category, compatibility shall be demonstrated using the criteria established in the Land Development Code. Such criteria includes, but is not limited to, the scale, density/intensity of the proposed development and existing development, existing and proposed building heights and orientation, site design, buffers and setbacks and orderly transitions from lower density/intensity uses to higher density/intensity uses. Typically, lower density uses will be near the perimeter of a development site or the adjacent low density land or uses and higher density uses will be internal to the site or transitioned from the adjacent low density area.

f. The Commercial land use category is designed for a wide range of business uses, including retail, wholesale, communication facilities, offices, services, motel/hotel uses, churches and places of worship and residential dwelling units that are clearly accessory or incidental to the principal non-residential use. Accessory residential units are allowed only for those business owners or managers who reside on the same parcel of in the same building as the business. The density for such accessory residential use is 1 unit per business parcel. The intensity of nonresidential uses shall be governed by a FAR of 1.08 and an impervious surface coverage of 80%.

Highlighting the current land use of commercial verses the proposed land use of mixed use demonstrates that the amendment is requesting a less intense development plan for the parcel. This land use change will revise the Comprehensive Plan to encourage compatible development with the adjacent residential parcels.

Objective 7.A.4 - The City continually shall insure the protection of natural and historic resources by implementing Policies 7.A.4.1 through 7.A.4.6, upon adoption of the LDC (reference Policy 7.A.1.1).

The FLU Amendment will allow for creative development that will protect the natural resources on site. In addition, the archaeological inventory has been reviewed and no archaeological resources have been found on site.

Objective 7.A.6 - The City shall discourage the proliferation of urban sprawl by providing for development or redevelopment consistent with the Future Land Use Maps upon adoption of this ordinance.

The project location serves as an infill project and utilizes existing city infrastructure without encouraging sprawl.

Objective 7.A.7 - The City shall insure the availability of suitable land for utility facilities necessary to support proposed development through provisions within the LDC or acquisition of land by the City (reference Policies 7.A.1.1, 8.A.5.1, Table 14-1 and Chapter 6 of this Ordinance).

The site has a 12" city of Crestview water main located within an easement on site. Changing the land use to Mixed Use allows innovative development of the property to protect the access to the water main. In addition, the property provides ample acreage to allow development to provide improvements and access to the city system.

Objective 7.A.8 - The LDC shall allow and encourage the use of innovative land development techniques including, but not limited to, provisions for planned unit developments, cluster housing and other approaches to mixed-use development (reference Policy 7.A.1.1 of this Ordinance).

The land use amendment and PUD rezoning request epitomize the policies enumerated within this objective.

Conclusion

Amending the comprehensive plan to Mixed Use and revising the zoning map to PUD in conjunction with the proposed preliminary development plans provides greater consistency with the City of Crestview Comprehensive Code than the current land use and zoning designation of Commercial.

**Local Planning Agency Minutes
January 21, 2020
6:00 PM
Council Chambers**

1. CONVENE

Mr. Conner called the meeting to order at 6:00 PM. He then called Ms. Roy to speak on the upcoming changes to the way the meetings will be presented. She notified the members that they would be receiving an email from her in the next week or two to attend training on CivicClerk. There will also be a short mock meeting prior to the next LPA meeting.

2. REVIEW

2.4. Ordinance 1743 - Magnolia Creeks Comprehensive Plan Amendment

Mr. Duley presented the project. Mr. Conner asked if Mr. Bishop was the previous owner and Mr. Duley confirmed that he was. Mr. Conner stated there were two water taps already present for that property. He also pointed out the easement for power lines running through the property and ingress/egress may be a concern.

Mr. Conner then asked for comments from the audience.

Mr. Svehla, 705 Majestic Prince. After looking at the documents, he thought the development looks like a nice development. He simply wanted to state on the record that he is curious where the ingress/egress will be placed and how it would impact traffic. He also asked what the buffers would be. Regarding design, being a quasi-gated community, he asked if the public park areas would be open to surrounding neighborhoods. He supports the development if it's done correctly and would like to see the developer set up a neighborhood meeting to let them know what the plans are for development.

Mr. Duley stated he would look into the buffers and making the park areas accessible to the City.

Mr. Branch, 671 Brookmeade, owns 15-20 acres to the north. He stated his concern about the kids who may come to play in the lake on his property and that he's not very comfortable with plans being addressed without concern for traffic and roads.

Mr. Cooper, 720 Majestic Prince Ct., asked about the last lot on the right on Majestic Prince. There is a road coming through that property to the communication tower. He asked if that is going to turn into a road to the subdivision. There are a lot of kids on that street and he is concerned for their safety.

Mr. Duley explained that road would be used as an emergency access only.

Mr. Story, 710 Majestic Prince Ct., stated he is worried about the types of houses to be built that may affect his property values. He is also concerned for the safety of the kids in the neighborhood.

Ms. Woody, 717 Majestic Prince Ct., stated she is concerned about the kids in her neighborhood and their safety. She asked if it was known about what type of houses were being proposed.

Mr. Duley stated the plans have not been received yet from the developer.

Mr. Svehla asked how many units per acre were allowed in R-1 zoning and Mr. Duley replied 6 unit per acre were allowed. He also stated he was open to putting a neighborhood group together to work with the city and developer.

Mr. Carroll asked if having a PUD is beneficial to the surrounding neighborhoods in that it allows restrictions to be put in to place. Mr. Duley confirmed that is was.

Mr. Conner asked if there was anyone else in the audience who wished to speak. Hearing none, he asked for questions or comments from the Board.

Mr. Haynes motioned to approve the project, and Mr. Roy seconded. All voted in favor.

2.5. Ordinance 1744 - Magnolia Creeks Rezoning

Mr. Duley restated the request to change the zoning from Commercial to a PUD.

Mr. Roy motioned to approve, and Mr. Jones seconded. All voted in favor.

3. CONSIDER

Mr. Duley reminded the Board to watch their email for training on CivicClerk and pointed out the changes coming to the packet. He also wanted to make the Board aware of the new date, February 8, for the Economic Development Meeting at 2:00 and the Transportation Meeting at 3:30.

4. ADJOURN

Mr. Jones motioned to adjourn, and the meeting adjourned at 6:56.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1744 - Magnolia Creeks Rezoning

BACKGROUND:

Magnolia Creeks LLC, property owner, applied for a zoning change of a ±52.52-acre parcel of land, generally being located in Section 28, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report under agenda item 13.3.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1744 could have a positive financial impact on the City if the land is developed.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1744 and move to second reading.

Attachments

None

ORDINANCE: 1744

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 52.52 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 28, TOWNSHIP 03 NORTH, RANGE 23 WEST, FROM THE COMMERCIAL (C-1) ZONING DISTRICT TO PLANNED UNIT DEVELOPMENT (PUD); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2. PROPERTY REZONED. The following described 52.52 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 52.52 acres, more or less, being formerly zoned Commercial (C-1) with the Mixed Use (MU) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 1743, is hereby rezoned to the Planned Unit Development (PUD) to wit:

PIN # 28-3N-23-0000-0017-0010

PARCEL

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE SOUTHWEST 1/4 OF SECTION 28, TOWNSHIP 3 NORTH, RANGE 23 WEST, LESS 28.20 ACRES FOR INTERSTATE 10 RIGHT OF WAY, OKALOOSA COUNTY FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 28, RUN NORTH 00° 54' 30" WEST ALONG THE WESTERLY SECTION LINE, 2643.40 FEET TO THE NORTHWEST CORNER OF SOUTHWEST 1/4; THENCE NORTH 88° 51' 41" EAST, 2630.27 FEET TO THE NORTHEAST CORNER OF THE SOUTHWEST 1/4; THENCE SOUTH 00° 54' 30" EAST, 2638.80 FEET TO THE SOUTHEAST CORNER OF THE SOUTHWEST 1/4; THENCE SOUTH 88° 45' 41" WEST ALONG THE SOUTHERLY SECTION LINE, 2630.29 FEET TO THE POINT OF BEGINNING, LESS AND EXCEPT RIGHT OF WAY FOR US I-10, AND LESS AND EXCEPT PROPERTY LOCATED SOUTH OF US I-10.

SECTION 3. MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the

above changes concurrent with passage of this ordinance, which is attached hereto.

SECTION 4. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 5. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. EFFECTIVE DATE. The effective date of this Ordinance shall be the date the Comprehensive Plan Amendment is adopted by Ordinance # 1743 and becomes legally effective.

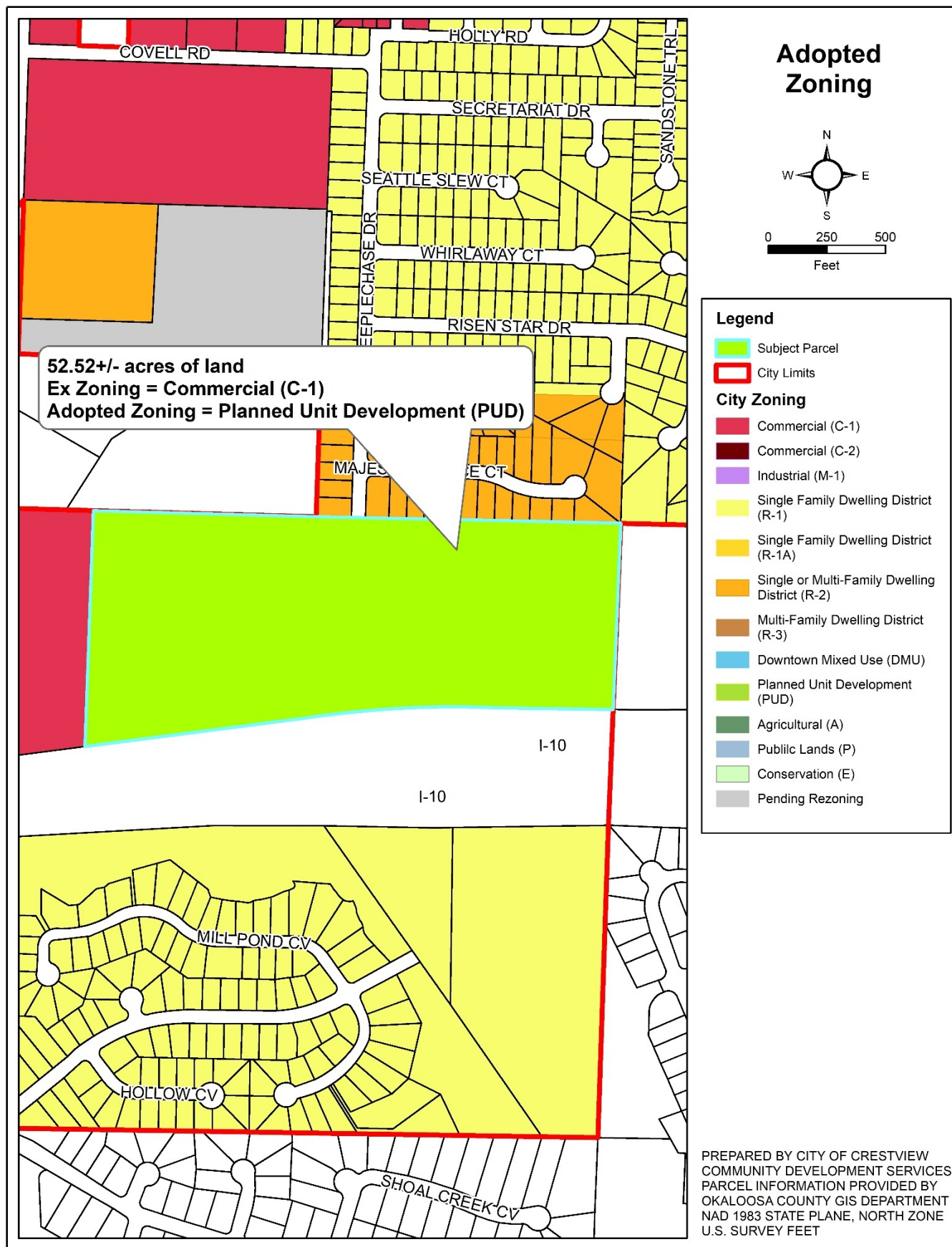
**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2020.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1745 - McKinnie Annexation

BACKGROUND:

Thomas L McKinnie et al, property owners, applied for voluntary annexation of a ±2.31-acre parcel of land located in Section 04, Township 3 North, Range 23 West, Okaloosa County, Florida. The parcel identification number is 04-3N-23-1840-0011-0030 in the public records of Okaloosa County.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1745 could have a small positive financial impact on the City.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1745 and move to second reading.

Attachments

1. Planning Staff Report - McKinnie
2. 2020-0121 LPA Minutes - McKinnie

ORDINANCE: 1745

AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 2.31 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 04, TOWNSHIP 03 NORTH, RANGE 23 WEST, AND BEING DESCRIBED AS SET FORTH HEREIN; PROVIDING FOR AUTHORITY; PROVIDING FOR LAND DESCRIPTION; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE AND ZONING DESIGNATION; PROVIDING FOR AMENDMENT TO THE BASE, LAND USE AND ZONING MAPS; PROVIDING FOR A COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY, THE CHIEF ADMINISTRATIVE OFFICER OF OKALOOSA COUNTY AND THE FLORIDA DEPARTMENT OF STATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Chapter 171, Florida Statutes, and Section 2 of the City Charter.

SECTION 2. LAND DESCRIPTION. The following described unincorporated area contiguous to the City of Crestview, Florida, is hereby annexed to the City:

PIN # 04-3N-23-1840-0011-0030 (Deed recorded in Book 2199, page 662, dated October 14, 1998)

LOTS 3 AND 4, BLOCK 11, OAKDALE MINIATURE FARMS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1 AT PAGE 129, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA

SECTION 3. BOUNDARY. The existing boundary line of the City of Crestview, Florida, is modified to include the herein referenced tract of land and the base, zoning and land use maps shall be updated to reflect these changes pursuant to law.

SECTION 4. LAND USE AND ZONING. Pursuant to general law, the property hereby annexed was subject to Okaloosa County land development, land use plan, and zoning or subdivision regulations, which shall remain in full force and effect until rezoning and land use changes are finalized by the City in compliance with the Comprehensive Plan.

SECTION 5. COMPREHENSIVE PLAN UPDATE. Pursuant to Chapter 163.011, et seq. petitioner for annexation shall apply through the City for a Comprehensive Plan change which will designate the future land use category for the parcel as Commercial (C) with Commercial (C-1) zoning to be assigned and run concurrent with the approval and adoption of the Comprehensive Plan amendment by the proper authorities.

SECTION 6. MAP UPDATE. The Base, Zoning and Future Land Use Maps shall be updated at the earliest

possible date.

SECTION 7. FILING. Upon passage, the City Clerk is directed to file a copy of this ordinance with the Clerk of Circuit Court of Okaloosa County and with the Florida Department of the State.

SECTION 8. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 9. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 10. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 11. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 12. EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption.

**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2020.**

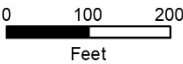
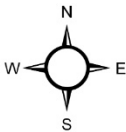
ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor

Subject Parcel
Aerial Exhibit



Legend

- 04-3N-23-1840-0011-0030
- City Limits



PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET



PLANNING AND ZONING STAFF REPORT TO THE LOCAL PLANNING AGENCY AND CITY COUNCIL

PROJECT NAME: Third Ave Parcel Annexation, Comp Plan Amendment, & Zoning Change

ORDINANCE NUMBER(S): 1745 Annexation
1746 Comp (small scale)
1747 Rezone 20-08

AGENDA DATE: LPA – Public Hearing: January 21, 2020
City Council – First Reading: February 10, 2020
City Council – Second Reading & Public Hearing: February 24, 2020

LAST AMENDED DATE:

1.	References Reviewed and Applied	
	a. Crestview Code of Ordinances, Current Edition b. Crestview Comprehensive Plan, Current Edition c. Florida Statutes, Current Edition	
2.	Project Summary	
	Property Owner(s) McKinnie Thomas L & Et al 241 Cypress St Ft Walton Bch, FL 32548 Applicant Property Owners Staff Planner: Elgin A. Duley III, Planning Administrator Dawn Barnes, Planner I	Property Location: The subject property is generally located on the northeast corner of the intersection of Industrial Drive and Third Avenue, and consists of 2.5+/- acres; PIN 04-3N-23-1840-0011-0030 Application Information: The applicant has requested Annexation and Comprehensive Plan Amendment to Commercial (C), and Zoning designation of Commercial (C-1), to allow for commercial development. Staff Recommendation: Approval of the requested actions, subject to any conditions provided in the following report or suggested by the LPA. Public Notice: • Notice letters sent to property owners within 300' of the subject property on 12/31/19 • Property posting on 1/7/20 • Ad run on 1/11/20 • BOCC notified on 1/11/20
3.	Application / Project Analysis	

Project Description

The applicant(s) has requested the Annexation, Comprehensive Plan amendment to **Commercial (C)**, and rezoning of the subject property to **Commercial (C-1)**. This Future Land Use amendment will allow the newly annexed lands to be developed commercially. This zoning change will implement the Future Land Use change and require any proposed development to meet the Land Development Code's C-1 zoning district requirements.

Project Context

Current Conditions:

The subject property is currently developed by one commercial structure. The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
East	County MU	County MU	Commercial
South	County MU	County MU	Commercial
West	County MU	County MU	Commercial
North	City C-1	City C-1	Commercial

Project Compatibility:

A development application concerning the subject property has not been submitted. Based on the requested land-use and zoning designations, the property will be developed commercially. The surrounding uses are all commercial in nature. Compatibility of the requested comprehensive plan amendment and zoning change with the neighborhood could be continued with the requested changes.

Regulatory and Statutory Compliance:

Florida Statute Chapter 163. The proposed amendment is on a 2.5 +/- acre parcel and is being processed as a small-scale comprehensive plan amendment to the Future Land Use Map in accordance with Florida Statutes. As such, the amendment is being brought before the Local Planning Agency in a public hearing and before the City Council in a public hearing (the adoption hearing). The Florida Department of Economic Opportunity does not require review of small-scale Future Land Use Map amendments unless challenged by an affected party within 30 days of adoption by the City Council.

City of Crestview Comprehensive Plan. Chapter 7 of the Comprehensive Plan establishes the various requirements for Future Land Use categories and the applicant requested amendment to designate the annexed property as an Industrial Land Use is in keeping with the Plan. The Future Land Use Map of the Comprehensive Plan has established the appropriate land uses. The appropriate intensity and impervious surface area maximums will be assured during development review. Specific Comprehensive Plan Goals Objectives and Policies in support of the requested actions are as follows:

Policy 7.A.2.2 – Because the amendment may serve to discourage urban sprawl.

Policy 7.A.6.3 – Because the amendment promotes infill development.

Policy 16.A.1.5 – Because the amendment may be beneficial to existing commercial development, will encourage business retention and create a favorable business climate for existing businesses.

Crestview Land Development Code. The use of the property as an allowable commercial use, provided the Comprehensive Plan and Zoning change is approved, will undergo development review to ensure compliance with the Land Development Code.

Adequate Public Facilities:

When a development application is made, all impacts to City services will be addressed through the staff review and Development Order approval processes. There is currently an existing commercial structure on the site that has been operating for a number of years with no known negative or adverse effects on City infrastructure. The existing infrastructure in this area is sufficient to facilitate growth.

Environmental Impacts:

Wetlands and Environmentally Sensitive Lands – Current wetlands data indicates the absence of any jurisdictional wetlands within the subject property.

Historical and/or Archeological Resources – The application does not address the presence of any historical or archeological resources onsite.

General Staff Comments:

Planning and Zoning. The requested changes are consistent with the nature of the area and are in compliance with the desired growth of that area.

4.	Findings
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- a. The request for Annexation satisfies Florida Statute requirements for voluntary annexation.
- b. The request for Comprehensive Plan Amendment is consistent with the above references and will not be a detriment to the surrounding property.
- c. The request for Zoning Change is consistent with the above references and will not be a detriment to the surrounding property.
- d. No adverse impacts to level of service standards nor to environmentally sensitive lands have been perceived.

5.	Conditions of Approval
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- a. Staff does not apply nor recommend the application of any conditions for approval of the current requests.

6.	Conclusion and Recommendation
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- a. The applicant has submitted the forms for Annexation, Comprehensive Plan Amendment, and Zoning Change of the property. The proposed actions satisfy the requirements of the City of Crestview's adopted Comprehensive Plan, and Land Development Code.
- b. The associated Comprehensive Plan Amendment should not pose a problem if supported by proper documentation and Council intent.
- c. Please review the applications based on the characteristics of the site and surrounding area; the nature of the development, including the land use type and densities; and conformity of the development with the City's Comprehensive Plan, the City's Code of Ordinances and other applicable state and city regulations, in deciding the request.

Based on the analysis above and the findings of fact, staff recommends **APPROVAL** of the applications for Annexation, Comprehensive Plan Amendment, and Zoning Change.

Assigned Staff: Elgin Duley III, Planning Administrator
Dawn Barnes, Planner I

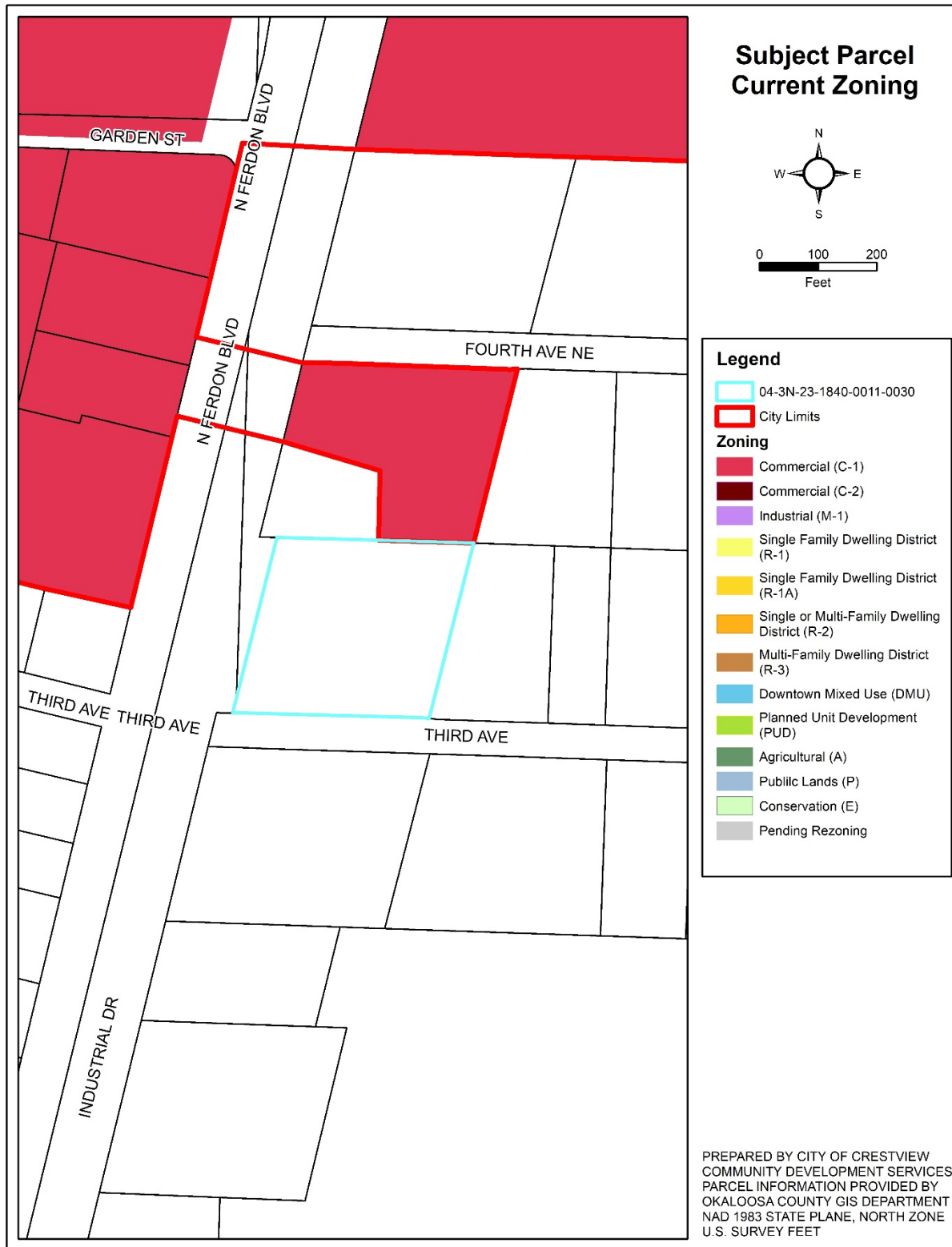
Received Public Comments:

- 1) None.

Exhibit A.



Exhibit B.



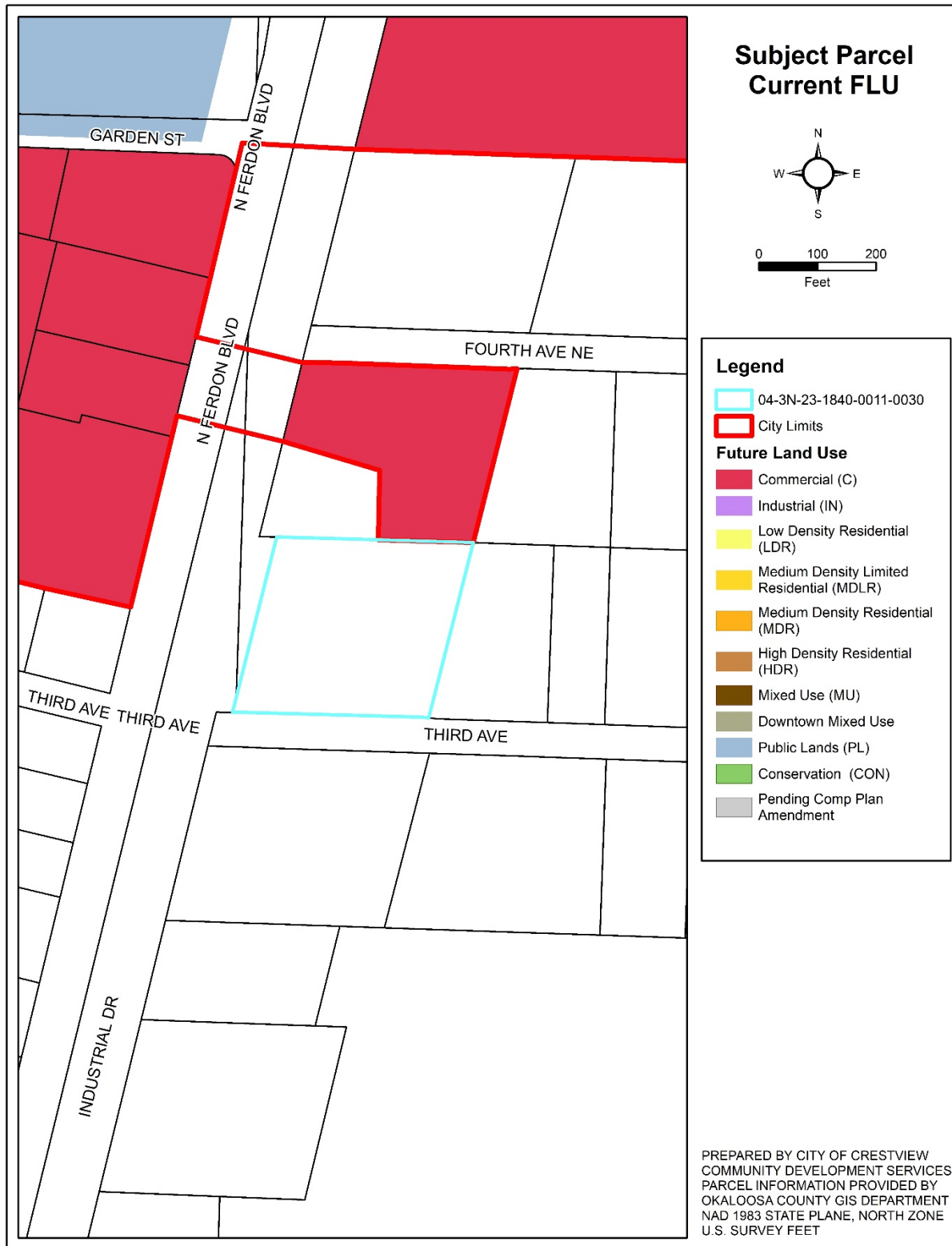


Exhibit D.

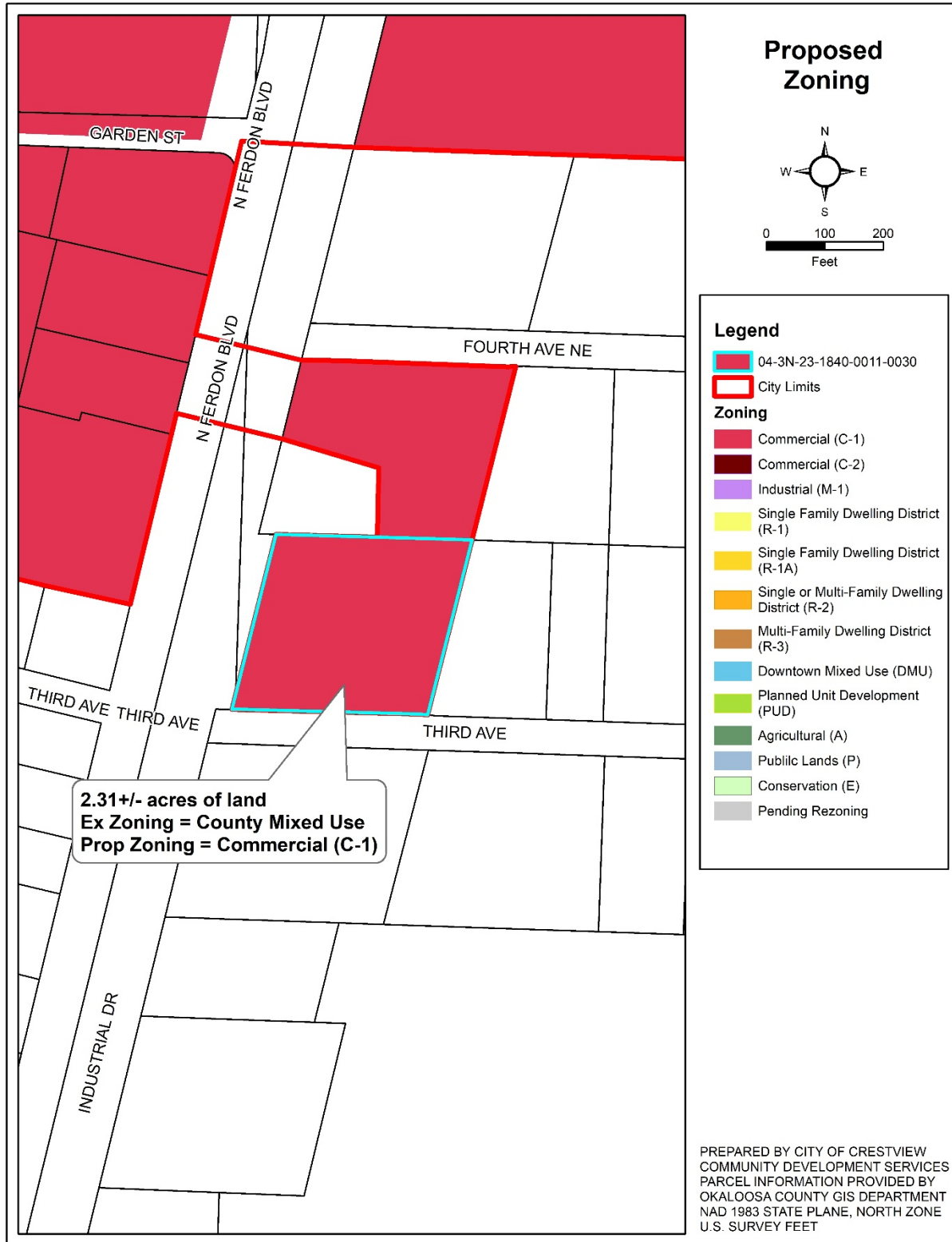
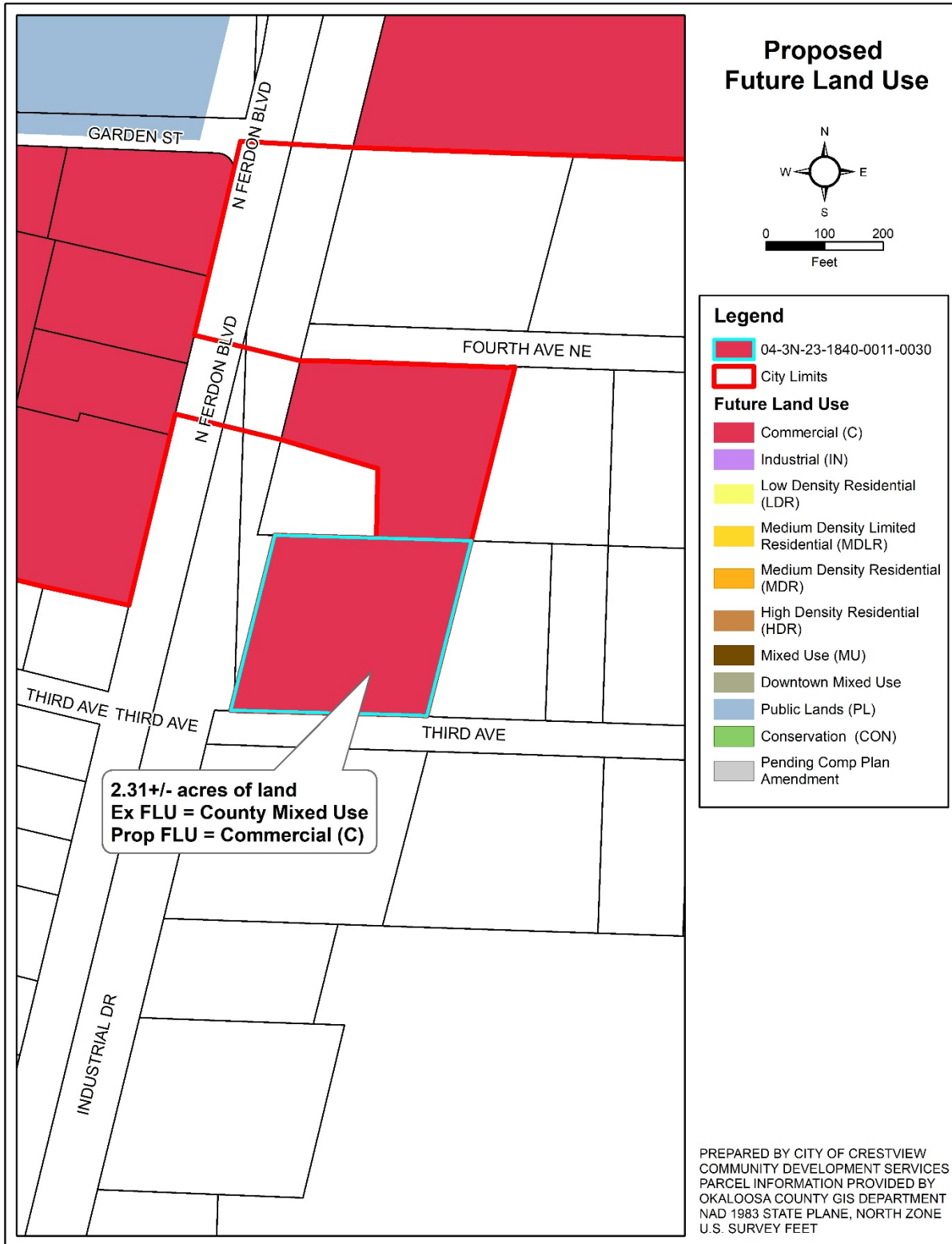
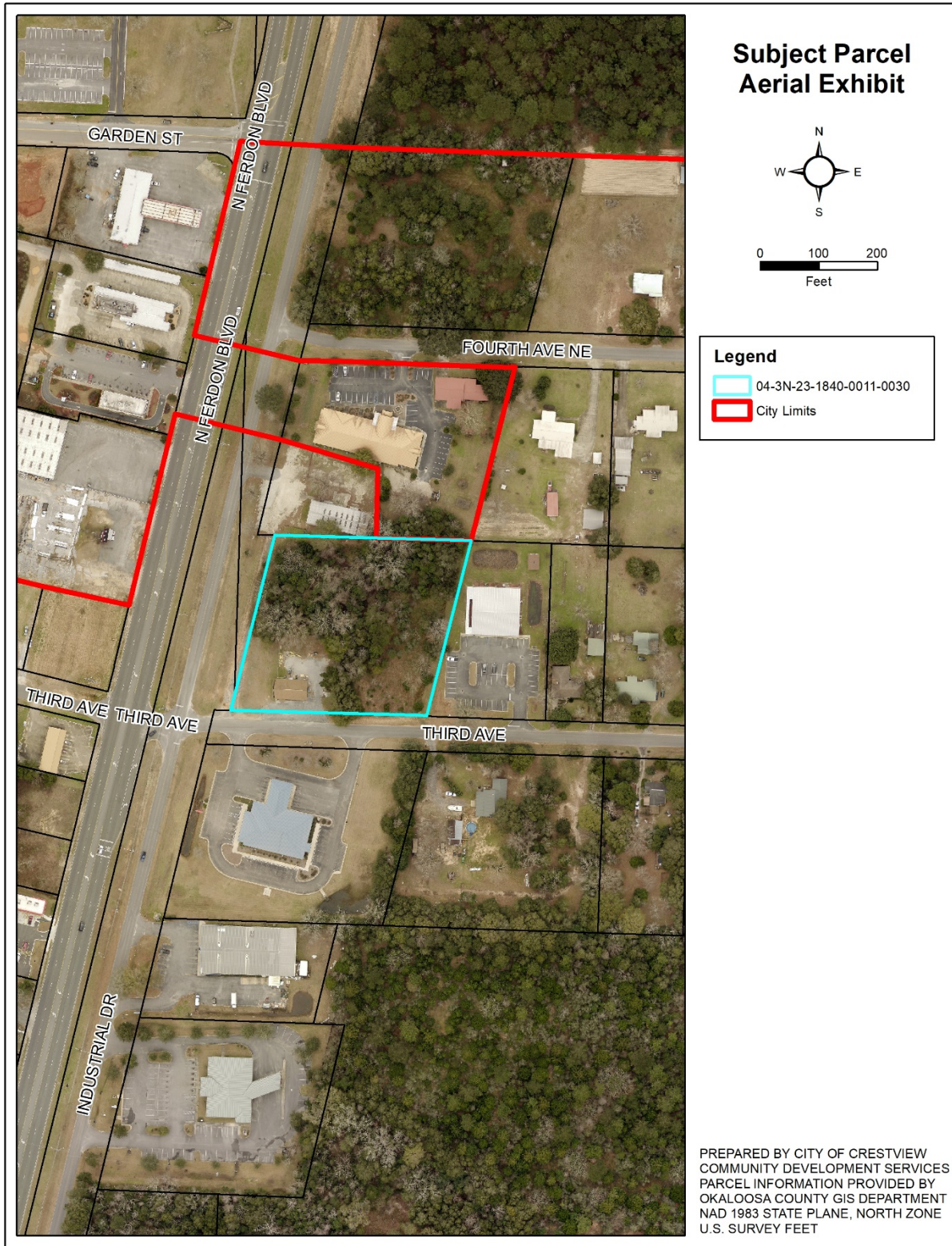


Exhibit E.





Local Planning Agency Minutes
January 21, 2020
6:00 PM
Council Chambers

1. CONVENE

Mr. Conner called the meeting to order at 6:00 PM. He then called Ms. Roy to speak on the upcoming changes to the way the meetings will be presented. She notified the members that they would be receiving an email from her in the next week or two to attend training on CivicClerk. There will also be a short mock meeting prior to the next LPA meeting.

2. REVIEW

2.6. Ordinance 1745 - McKinnie Annexation

Mr. Duley presented the project. Mr. Conner asked for action by the board.

Mr. Carroll motioned to approve, and Mr. Haynes seconded. All voted in favor.

2.7. Ordinance 1746 - McKinnie Comprehensive Plan Amendment

Mr. Duley restated the request to change the future land use to Commercial.

Mr. Conner asked if there was anyone from the audience who wished to speak for or against the request. Hearing none, he asked for comments from the Board. Hearing none, he then asked for action by the Board.

Mr. Carroll motioned to approve, and Mr. Jones seconded. All voted in favor.

2.8. Ordinance 1747 - McKinnie Rezoning

Mr. Conner asked for anyone in the audience who wished to speak for or against the request. Hearing none, he asked for action by the Board.

Mr. Haynes motioned to approve, and Mr. Roy seconded. All voted in favor.

3. CONSIDER

Mr. Duley reminded the Board to watch their email for training on CivicClerk and pointed out the changes coming to the packet. He also wanted to make the Board aware of the new date, February 8, for the Economic Development Meeting at 2:00 and the Transportation Meeting at 3:30.

4. ADJOURN

Mr. Jones motioned to adjourn, and the meeting adjourned at 6:56.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1746 - McKinnie Comprehensive Plan Amendment

BACKGROUND:

Thomas L McKinnie et al, property owners, applied for a Comprehensive Plan Amendment to the Future Land Use Map of a ±2.31-acre parcel of land located at 2106 Fourth Avenue NE, generally being located in Section 4, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report under item 13.5.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1746 could have a small positive financial impact on the City.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1746 and move to second reading.

Attachments

None

ORDINANCE: 1746

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM OKALOOSA COUNTY MIXED USE (MU) FUTURE LAND USE CATEGORY TO COMMERCIAL (C) FUTURE LAND USE CATEGORY ON APPROXIMATELY 2.31 ACRES, MORE OR LESS, IN SECTION 04, TOWNSHIP 03 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2. FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from Okaloosa County Mixed Use (MU) Future Land Use Category to the Commercial (C) Future Land Use Category on a parcel of land containing 2.31 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3. PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020" as described in Section 4.

SECTION 4. FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of a parcel containing approximately 2.31 acres of land, more or less, from the Okaloosa County Mixed Use (MU) Future Land Use Category to the Commercial (C) Future Land Use Category. For the purposes of this Ordinance and Comprehensive Plan Amendment, the 2.31 acres, more or less, is known as Parcel 04-3N-23-1840-0011-0030 and commonly described as:

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 4, TOWNSHIP 3 NORTH,

RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 3 AND 4, BLOCK 11, OAKDALE MINIATURE FARMS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1 AT PAGE 129, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA

The Commercial (C) Future Land Use Category is hereby imposed on Parcel 04-3N-23-1840-0011-0030. Attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map and shows Parcel 04-3N-23-1840-0011-0030 thereon.

SECTION 5. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 6. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 7. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 8. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9. EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on second reading by the City Council, unless the amendment is challenged pursuant to §163.3187, F.S. If challenged, the effective date shall be the date a Final Order is issued by the State Land Planning Agency or the Administration Commission finding the amendment in compliance with §163.3184, F.S.

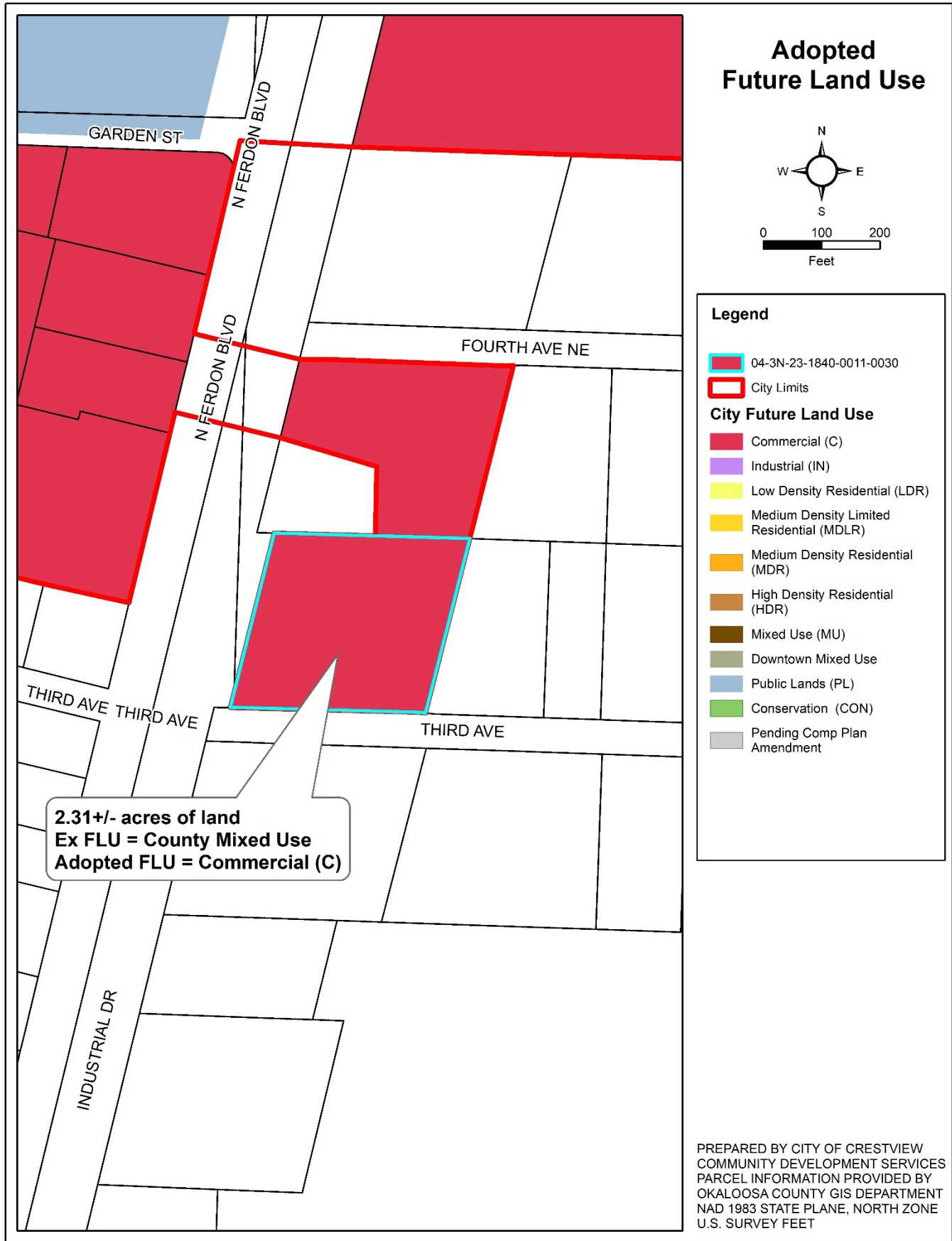
PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1747 - McKinnie Rezoning

BACKGROUND:

Thomas L McKinnie et al, property owner, applied for a zoning change of a ±2.31-acre parcel of land located at 2106 Fourth Avenue NE, generally being located in Section 4, Township 3 North, Range 23 West, Okaloosa County, Florida.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report under item 13.5.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

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Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance No. 1747 could have a small positive financial impact on the City.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1747 and move to second reading.

Attachments

None

ORDINANCE: 1747

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 2.31 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 04, TOWNSHIP 03 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY MIXED USE (MU) ZONING DISTRICT TO COMMERCIAL (C-1); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2. PROPERTY REZONED. The following described 2.31 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 2.31 acres, more or less, being formerly zoned Okaloosa County Mixed Use (MU) with the Commercial (C) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 1746, is hereby rezoned to Commercial (C-1) to wit:

PIN # 04-3N-23-1840-0011-0030

PARCEL

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOTS 3 AND 4, BLOCK 11, OAKDALE MINIATURE FARMS, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1 AT PAGE 129, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA

SECTION 3. MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance which is attached hereto.

SECTION 4. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 5. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent

of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. EFFECTIVE DATE. The effective date of this Ordinance shall be the date the Comprehensive Plan Amendment is adopted by Ordinance # 1746 and becomes legally effective.

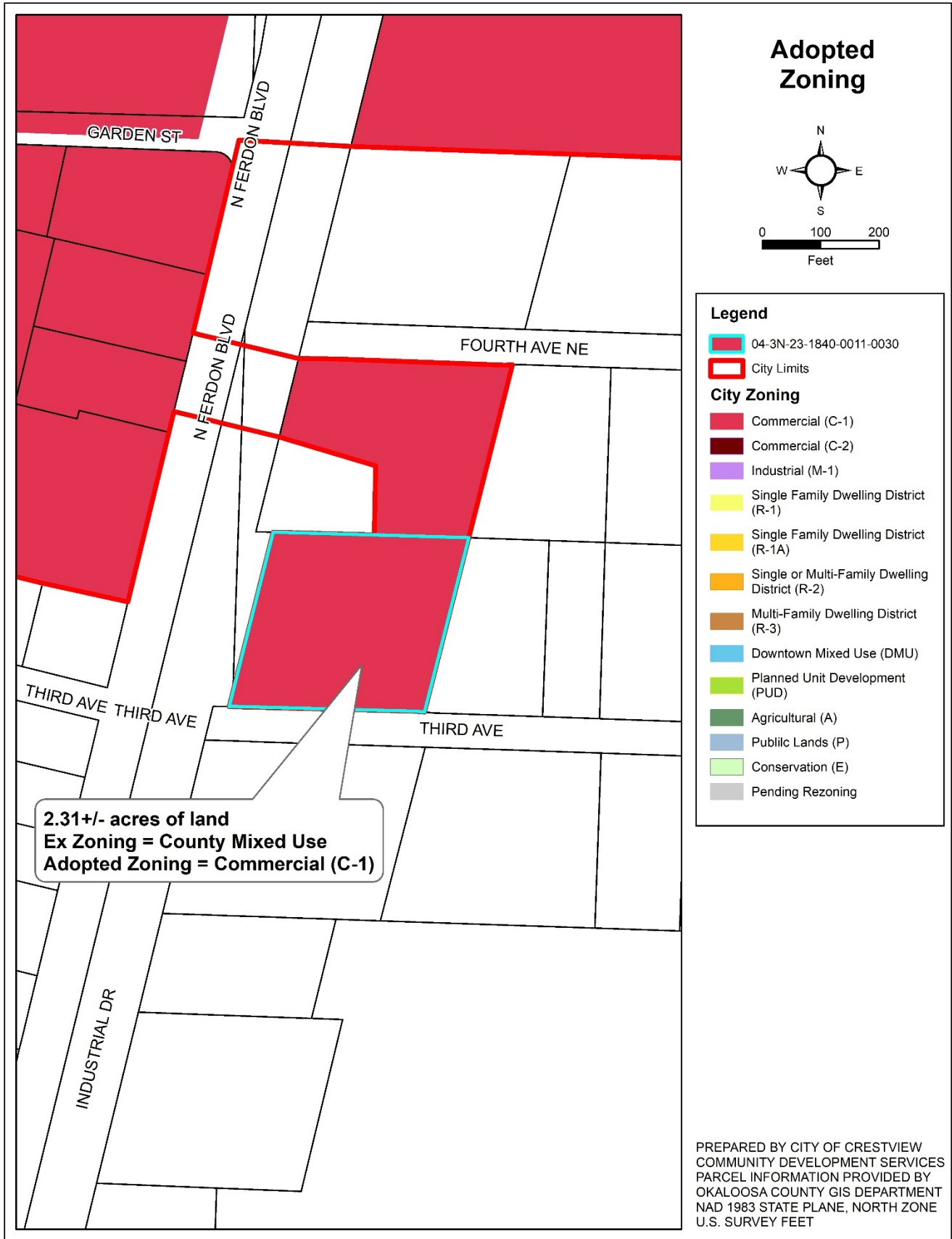
**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2020.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 2/6/2020
SUBJECT: Ordinance 1739 - Rencich Rezoning

BACKGROUND:

AA Tactical, Inc., property owner, applied for a zoning change of a ±0.44-acre parcel of land located in Section 17, Township 3 North, Range 23 West, Okaloosa County, Florida. The parcel identification number is 17-3N-23-2490-0003-015A in the public records of Okaloosa County.

The LPA recommended approval on January 21, 2020.

DISCUSSION:

Staff provided a complete evaluation of the request. The details of this evaluation are found in the attached staff report.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability.

Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services.

Quality of Life- these six areas focus on the overall experience when provided by the city.

Opportunity- Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

Adoption of Ordinance 1739 will have very little financial impact on the City.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1739 and move to second reading.

Attachments

1. Planning Staff Report - Rencich
2. 2020-0121 LPA Minutes - Rencich

ORDINANCE: 1739

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 0.44 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 17, TOWNSHIP 03 NORTH, RANGE 23 WEST, FROM THE COMMERCIAL (C-1) ZONING DISTRICT TO THE COMMERCIAL (C-2); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2. PROPERTY REZONED. The following described 0.44 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 0.44 acres, more or less, being formerly zoned Commercial (C-1), is hereby rezoned to Commercial (C-2) to wit:

PIN # 17-3N-23-2490-0003-015A

PARCEL

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 17, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 15, AND THE WESTERLY 70 FEET OF THE SOUTHERLY 65 FEET OF LOT 14, BLOCK 3, TOWN OF CRESTVIEW, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 1, PAGE 72, OF THE PUBLIC RECORDS OF OKALOOSA COUNTY, FLORIDA.

SECTION 3. MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance, which is attached hereto.

SECTION 4. SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 5. SCRIVENER'S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager's designee, without public

hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6. ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7. REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8. EFFECTIVE DATE. The effective date of this Ordinance shall be the day of adoption on second reading by the City Council.

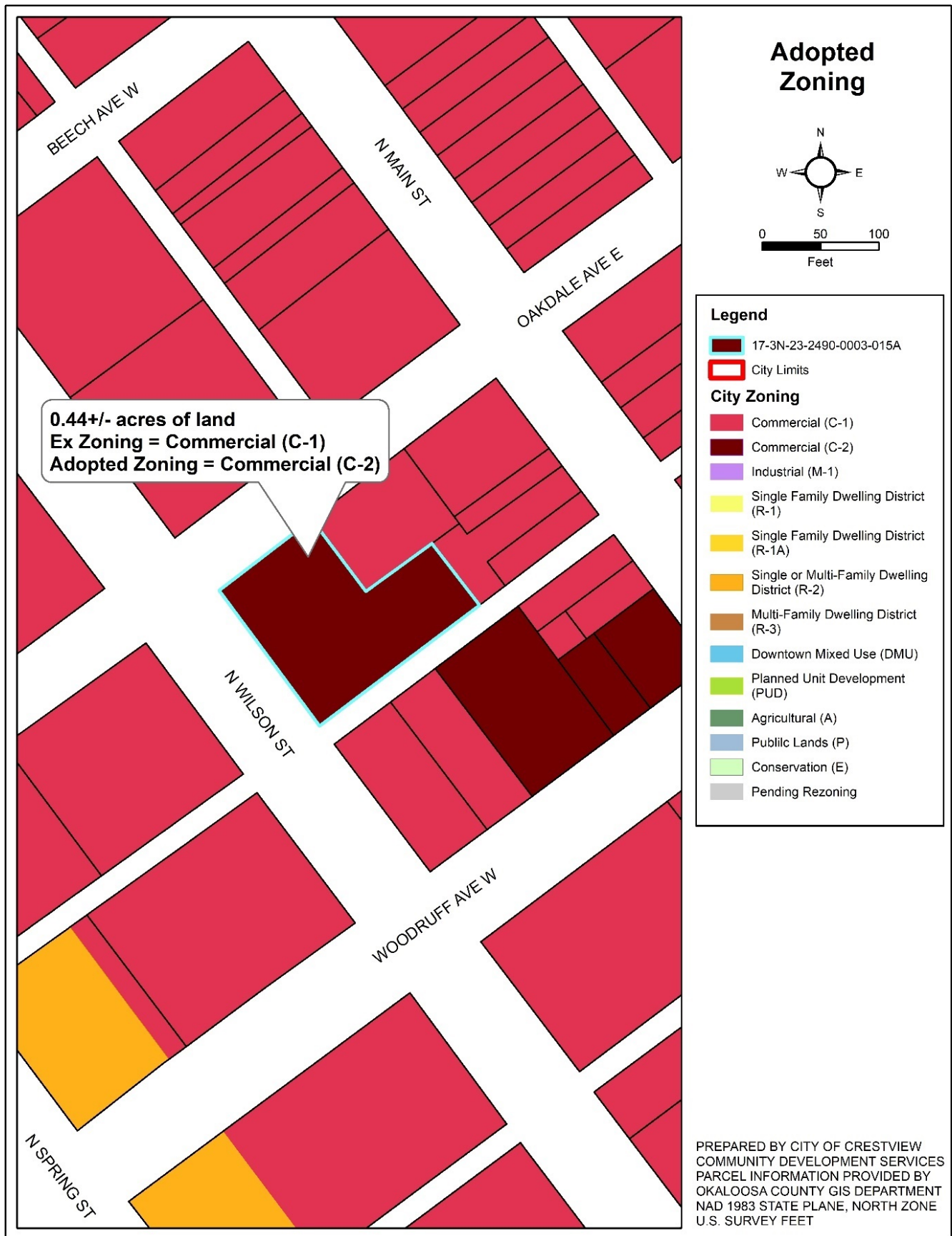
**PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW,
FLORIDA ON THE _____ DAY OF _____, 2020.**

ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor





PLANNING AND ZONING STAFF REPORT TO THE LOCAL PLANNING AGENCY AND CITY COUNCIL

PROJECT NAME: 195 Oakdale Avenue, Zoning Change
SUBMITTED TO: This document shall serve as the Local Planning Agency and City Council staff report for the requested actions.
AGENDA DATE: LPA – January 21, 2020; City Council Feb 10, 2020; Feb 24, 2020
AMENDED DATE:
ORDINANCE NUMBER(S): 1739

1. References Reviewed and Applied

- a. Crestview Code of Ordinances, Current Edition
- b. Crestview Comprehensive Plan, Current Edition
- c. Florida Statutes, Current Edition

2. Background Information

- a. **Property Owner:** AA Tactical Inc.
- b. **Authorized Agent:** N/A

c. Property Information:

<i>Area:</i>	0.44 Acres
<i>Location:</i>	The subject property is situated in Section 17, Township 3 North, Range 23 West, Okaloosa County, Florida. The subject property has an address of 195 Oakdale Ave.
<i>PIN#:</i>	The parcel is identified under Parcel Number <u>17-3N-23-2490-0003-015A</u> in the Public Records of Okaloosa County.

3. Requested Action

- a. The property owner has submitted applications requesting:
 - 1) A change to the **Zoning designation**.
- b. The application requests the assignment of **Downtown Commercial District (C-2)** Zoning designation be placed on the property.
- c. The property is currently developed as a commercial retail space and the applicant intends to use the property as a restaurant type space.

4. Analysis of Requested Action

- a. Requested Zoning Change conflict with any applicable provisions of the Comprehensive Plan or the Land Development Code:

- 1) The current Future Land Use classification for this parcel is Downtown Mixed Use (DMU) and it carries the Commercial (C-1) zoning designation.
- 2) The Future Land Use Categories, Zoning Designations and the existing use of the surrounding properties are as follows:

Direction	FLU	Zoning	Existing Use
East	DMU	C-2	Office
South	DMU	C-1	Office
West	DMU	C-1	Church
North	DMU	C-1	Gym

b. Requested Future Land Use and/or Zoning Change conflict with existing land uses.

- 1) The subject parcel is surrounded by commercial development.
- 2) There is no perceived conflict with surrounding existing uses.

c. Requested Future Land Use and/or Zoning Change impact on Levels of Service.

- 1) *Transportation.*
 - i. Transportation impacts were not addressed in the application. The current use is a commercial and it will continue as such. There is no perceived additional impact.
- 2) *Potable Water and Waste Water.*
 - i. The City currently provides potable water and sanitary sewer to the property.
- 3) *Recreation and Open space.*
 - i. The requested Zoning change will have no measurable impact on the City's Recreation and Open space resources.
- 4) *Solid Waste.*
 - i. The requested actions will have a negligible impact on the City's solid waste service. There is more than adequate capacity to accommodate the demand which can be reasonably anticipated from approval of the requested actions.
- 5) *Stormwater Management.*
 - i. Stormwater impacts are not addressed in this application. The site is currently completely impervious, making use of City stormwater facilities.

d. Requested Zoning Change impact on Environmentally Sensitive Lands.

- 1) The parcel is currently developed with a commercial structure. Current GIS wetlands data indicates the absence of wetlands on the subject property.
- 2) The property lies within Flood Zone X, which is an area determined to be outside the 500-year floodplain, as per the FIRM Panel Number 12091C0165H, dated 12-6-02.
- 3) The application does not address the impact potential for any historically or archaeologically sensitive lands and there is no current record of existence onsite of either resource.

e. Specific City of Crestview Comprehensive Plan References:

Policy 7.A.2.2 – Because the amendment will serve to discourage urban sprawl.

Policy 7.A.6.3 – Because the amendment promotes infill development.

Policy 7.A.3.2 – Because the amendment is consistent with accepted planning principals and it represents efficiency of use of the property given its location relative to other uses.

Policy 16.A.1.5 – Because the amendment will be beneficial to existing commercial development, will encourage business retention and create a favorable business climate for existing businesses.

- f. The attached exhibits have been prepared to accurately depict the subject property.
Exhibit A) Aerial Photo of Subject Property / City Boundary Map
Exhibit B) Existing Use Map
Exhibit C) Existing Future Land Use Map
Exhibit D) Proposed Future Land Use Map
Exhibit E) Existing Zoning Map
Exhibit F) Proposed Zoning Map
- g. Proposed Development.
1) There is proposed development of a restaurant type business that will be part of a separate application process.

5.	Findings of Fact
-----------	-------------------------

- a. The request for Zoning Change is consistent with the above references and will not be a detriment to the surrounding property.
- b. No adverse impacts to level of service standards nor to environmentally sensitive lands have been perceived.

6.	Conclusion and Recommendation
-----------	--------------------------------------

- 1) The applicant has submitted the forms for Zoning Change of the property. The proposed actions satisfy the requirements of the City of Crestview's adopted Comprehensive Plan, and Land Development Code.
- 2) The associated zoning change should not pose a problem if supported by proper documentation and Council intent.
- 3) Please review the applications based on the characteristics of the site and surrounding area; the nature of the development, including the land use type and densities; and conformity of the development with the City's Comprehensive Plan, the City's Code of Ordinances and other applicable state and city regulations, in deciding the request.

Based on the analysis above and the findings of fact, staff recommends approval of the applications for Zoning Change.

Assigned Staff: Elgin A. Duley III (Trae), Planning Administrator

Received Public Comments:

- 1) None.

Exhibit A

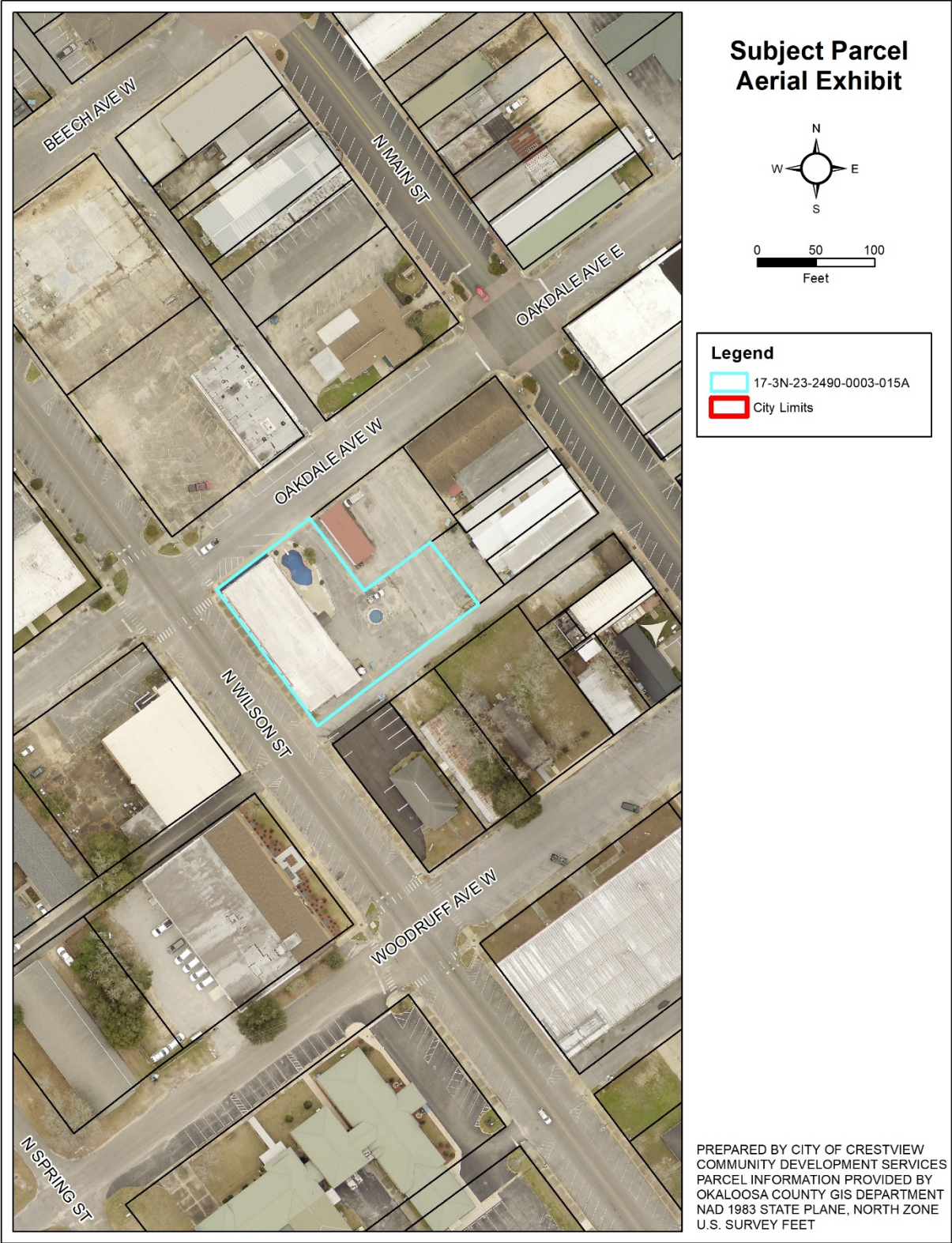


Exhibit B



Exhibit C



Exhibit D

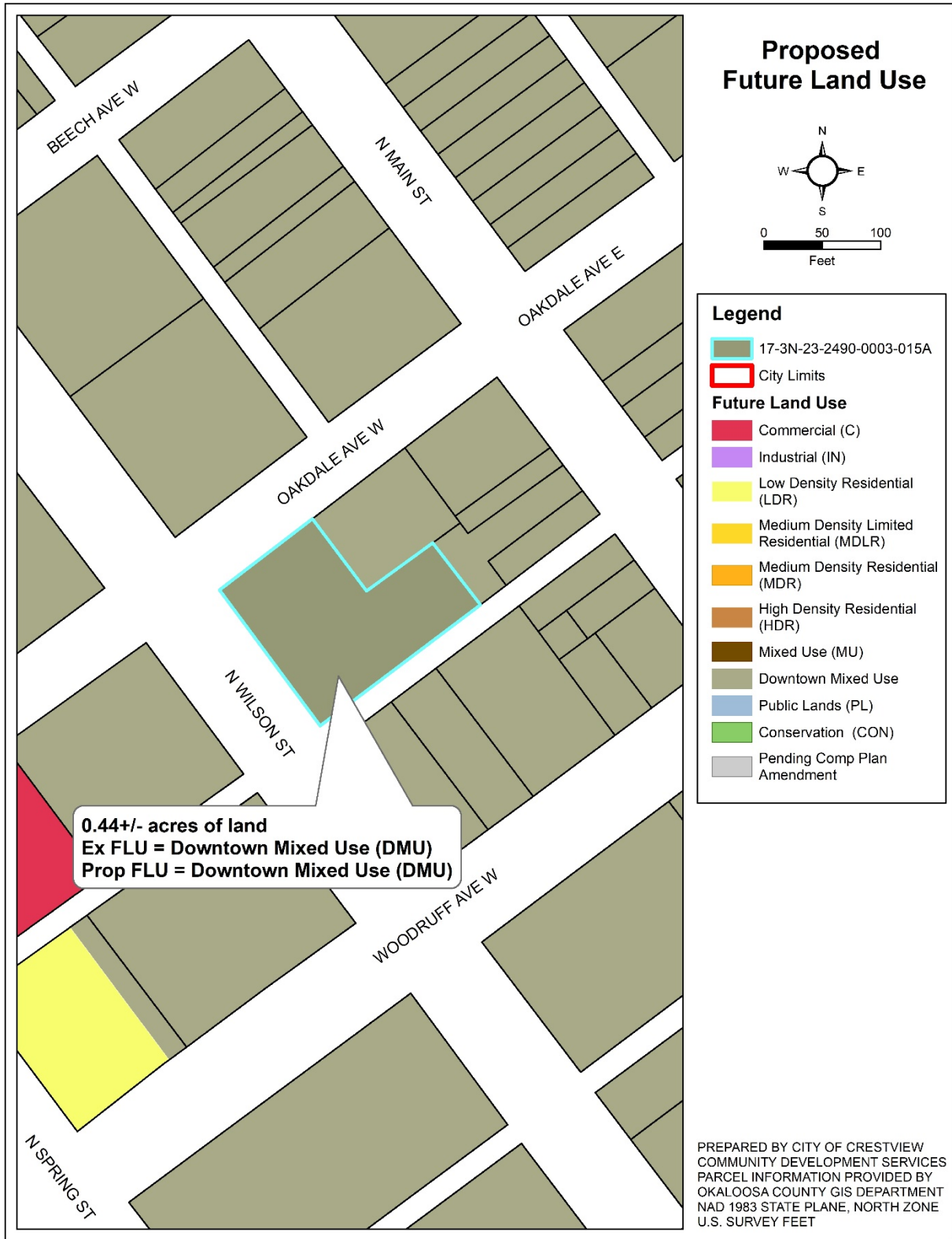


Exhibit E

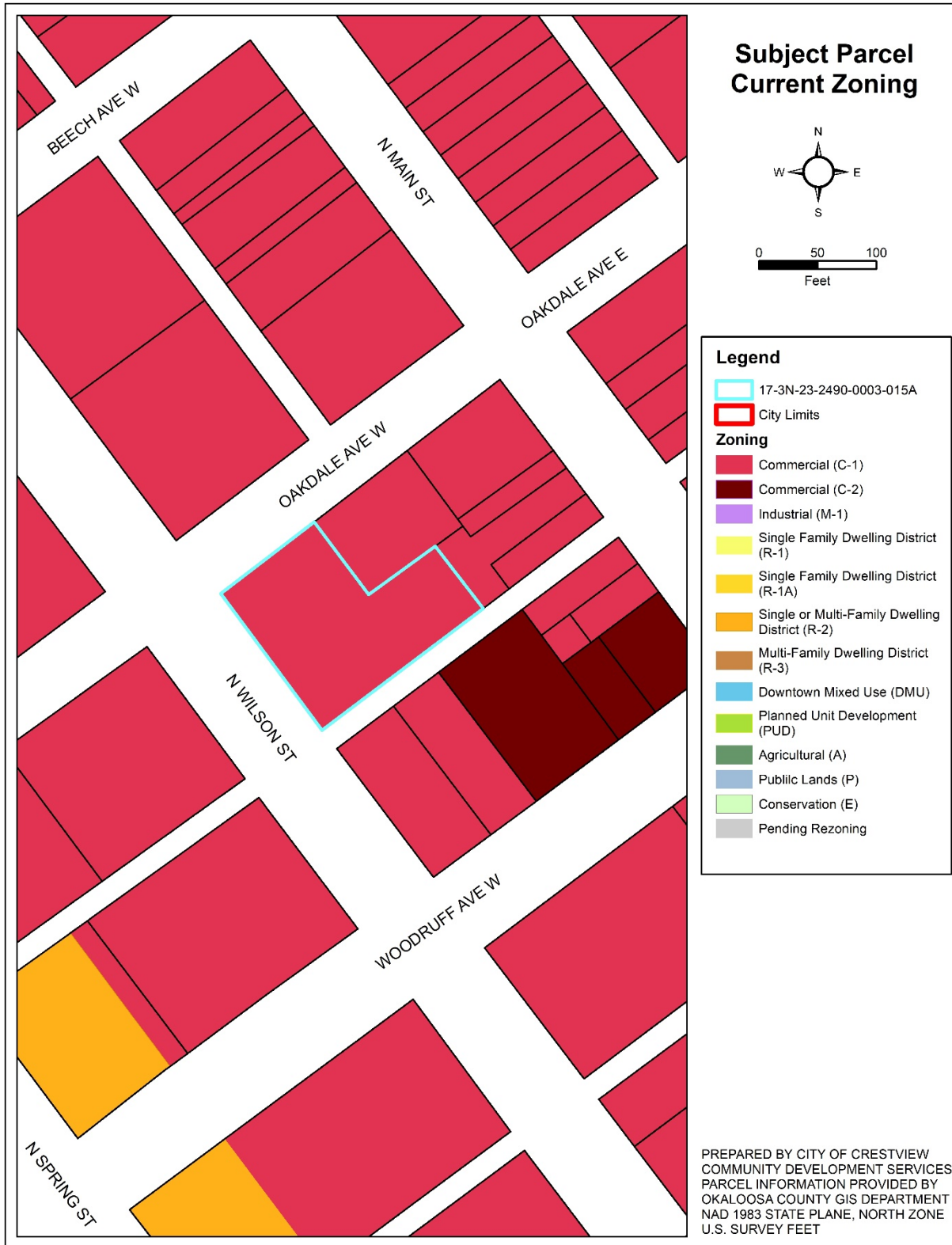
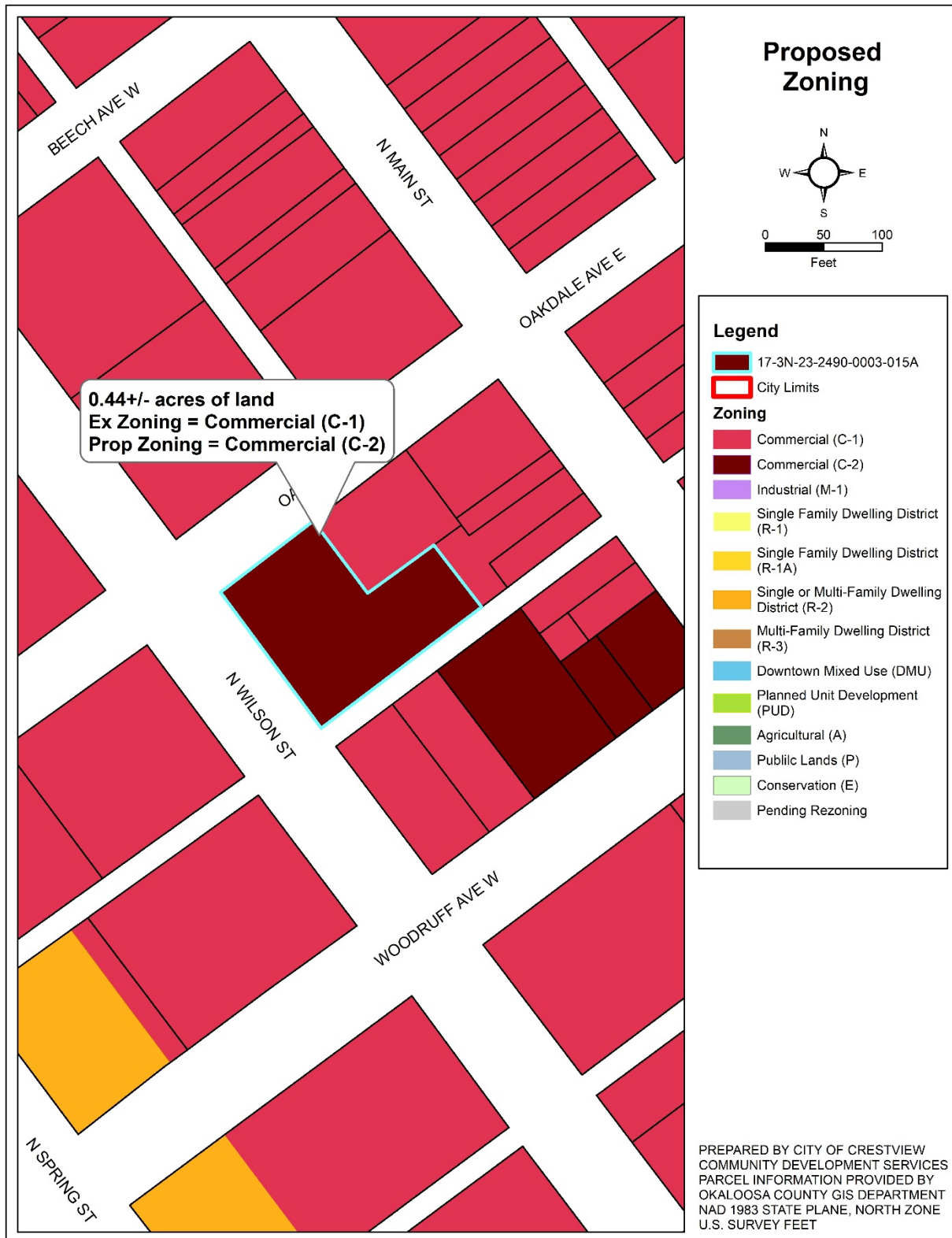


Exhibit F



Local Planning Agency Minutes
January 21, 2020
6:00 PM
Council Chambers

1. CONVENE

Mr. Conner called the meeting to order at 6:00 PM. He then called Ms. Roy to speak on the upcoming changes to the way the meetings will be presented. She notified the members that they would be receiving an email from her in the next week or two to attend training on CivicClerk. There will also be a short mock meeting prior to the next LPA meeting.

2. REVIEW

2.1. Ordinance 1739 - Rencich Rezoning

Mr. Duley presented the project. Mr. Haynes motioned to recommend approval and Mr. Carroll seconded. All voted in favor.

3. CONSIDER

Mr. Duley reminded the Board to watch their email for training on CivicClerk and pointed out the changes coming to the packet. He also wanted to make the Board aware of the new date, February 8, for the Economic Development Meeting at 2:00 and the Transportation Meeting at 3:30.

4. ADJOURN

Mr. Jones motioned to adjourn, and the meeting adjourned at 6:56.



Staff Report

CITY COUNCIL MEETING DATE: February 10, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM:
DATE: 2/6/2020
SUBJECT: Skateboard Park design contract with American Ramp Company

BACKGROUND:

This summer the citizens of Crestview reviewed plans and offered suggestions for a skateboard park to be located behind Fire Station #3 on Brookmead Road.

Immediately upon approval for this new park, the Public Services Department began work to clear out the area in preparation for a skateboard and RC park.

To show support and commitment, the community established various fundraising opportunities to assist with the financial demands for the skateboard park. The area is now cleared and ready for the design phase of this project.

DISCUSSION:

American Ramp Company provides professional design services for completely customized skateboard parks. Their professional team will evaluate the needs of our community and work directly with our team to design a park unique to the area.

Staff has had several conversations with American Ramp Company throughout the initial start up of this project. Staff requested a proposal to complete the initial design which will help with the planning and fundraising process.

Their Conceptual Design services will include:

- Community Engagement Meeting
- Site Review
- Design Revisions
- Cost Estimate
- Material Quality Take-offs - Breakdown of material types and quantities
- Deliverables - Poster size print of final design, material quality, and cost estimate

The amount of the proposed contract does not reach the level requiring a formal bid process. For this reason and the willingness of the company to allow the City to self perform certain tasks, Staff is requesting the waiver of two additional quotes as required in the current purchasing policy.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the four areas of focus that make up the necessary foundation of a successful local government.

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Quality of Life- these six areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

Contract submitted is for \$7,500 plus reimbursable expenses. We are estimating a total cost of \$9,000. This expense will be partially financed by \$6,000 that has been donated for the new park. The remaining expenditures are available in budget residuals from the disc golf park project.

RECOMMENDED ACTION

Staff respectfully requests City Council approval to wave purchasing policy for three quotes and sole source the design of the Crestview skate park to American Ramp Company for the not to exceed amount of \$9,000.00.

Attachments

1. SL-\$7.5K Design Contract ARC

\$7.5K DESIGN CONTRACT

+ reimbursable expenses

American Ramp Company provides professional design services geared to create a completely custom skatepark design that is unique to your community. Our team of professional Skateboarders, Designers, BMX Riders, Engineer, and Visual Artists will work directly with your project team to generate ideas and develop your park.

Our Conceptual Design services will include the following:

Community Engagement Meeting

- American Ramp Company will host a live meeting with your local skaters or project team to formulate ideas for your concept design
- Review of sample designs with group to identify a preferred theme
- Summarize meeting findings with group

Site Review

- Review location of skatepark for opportunities and constraints
- Discuss potential locations for entry, spectator viewing, and drainage flow

Design Revisions

- Revise conceptual design based on feedback from initial input (2-revisions included)
- Verify the design is responsive to the site and budget

Cost Estimate

- Provide cost estimate for construction of approved skatepark design

Material Quantity Take-offs

- Provide breakdown of material types and quantities to construct skatepark

Deliverables

- Large poster size print of final design
- Material Quantity Take-offs
- Cost Estimate

Total Cost

- The total cost for our interactive professional Conceptual Design Package = **\$7,500.00** (100% due at time of signing)
+ Reimbursable Expenses (Not to exceed **\$1,500.00**/Please refer to Attachment A)

Customer Name:

Billing Address:

City of Crestview

198 Wilson Street North

Phone Number:

Fax Number:

Email Address:

850-682-1560

850-682-8077

cityclerk@cityofcrestview.org

Approved By:

Signature

Date

Print Name / Title

Attest:

Elizabeth M Roy, City Clerk

Attachment A

PUBLIC RECORDS ADDENDUM

American Ramp Company, as Contractor, shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Contractor shall:

- a. Keep and maintain public records required by the public agency in order to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records Law or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if Contractor does not transfer the records to the public agency: and
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of Contractor or keep and maintain public records required by the public agency to perform the service. If Contractor transfers all public records to the public agency upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
- e. If Contractor has questions regarding the application of Chapter 119, Florida Statutes, to Contractor's duty to provide public records relating to this Agreement, Contractor shall contact the Custodian of Public Records at:**

**City Clerk, City of Crestview
198 North Wilson Street
P.O. Box 1209
Crestview, Florida 32536
(850) 682-1560 Extension 250
cityclerk@cityofcrestview.org**

- f. In the event the public agency must initiate litigation against Contractor in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the public agency because Contractor failed to provide access to public records responsive to a public record request, the public agency shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness, fees, and expert witness fees extended as part of said litigation and any subsequent appeals.

American Ramp Company

ATTACHMENT A

HOURLY RATE SCHEDULE

Effective January 2019 through December 2019

Hourly Rates

Project Manager	\$110
Civil Engineering	\$110
Skate Park Designer	\$70
CAD Manager	\$70
Computer Imaging	\$70
Administration Services	\$55
Public Meetings & Site Visits	\$100

Example of Direct Costs are as follows:

- Flights (based on coach fare rates)
- Car Rental (based on economy car rate and includes all applicable taxes, fees, insurance, and fuel charges)
- Accommodations (not to exceed \$200 / night)
- Meals (\$60.00/ per diem, per person)
- Parking Fees (airport, garage, and/or metered)
- Tolls
- Printing/Duplicating/Plotting/Blueprinting
- Messenger
- Postage/Federal Express
- Graphics
- Photographs

Sub-consultants

A Sub-consultant Management Fee of ten percent (10%) will be added to the direct cost of all sub-consultant services to provide for the cost of administration, sub-consultant consultation and insurance.

Direct Costs

A ten percent (10%) will be added to the direct costs mentioned above.

Additional Options/Services

Video Fly Through = \$2,000.00

- Create video fly through of approved concept design
- Send video for uploading to social media sites