

PLANNING AND DEVELOPMENT BOARD

Minutes

May 2, 2022

6:00 p.m.

Council Chambers

1 Call to Order

Chair Mike Roy called the Regular Meeting of the Crestview Planning and Development Board to order at 6:00 p.m. Members present: Michael Roy, Chair, Mario Werth, Vice Chair, and Ellis Conner, Michael Gilbert, and alternate Brian Follmar. Also present were City Attorney Jon Holloway, City Clerk Maryanne Schrader, and staff members. Member Malcolm Haynes and alternate Jim Sheffield were excused.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Board member Mario Werth.

3 Approve Agenda

Motion by Board member Ellis Conner and seconded by Board member Mario Werth to approve the agenda, as presented.

Roll Call: Ellis Conner, Michael Gilbert, Mario Werth, Bryan Follmar. All ayes. Motion carried.

4 Public Opportunity to speak on Agenda items

Chair M. Roy went over the rules of procedure.

5 Consent Agenda

1. Approval of the draft minutes of April 4, 2022.

Motion by Board member Ellis Conner and seconded by Board member Mario Werth to approve the minutes of April 4, 2022, as presented.

Roll Call: Ellis Conner, Michael Gilbert, Mario Werth, Bryan Follmar. All ayes. Motion carried.

6 Ordinance on 1st reading/ Public Hearing

1. Ordinance 1866 - Hwy 85 & Garden St Annexation

Senior Planner Nicholas Schwendt stated this is the first reading and public hearing for Ordinance 1866 - Highway 85 and Garden Street annexation. It is in unincorporated territory and is currently vacant. Notices and postings were processed per statute.

Senior Planner Nicholas Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by Title: An Ordinance Annexing to the City of Crestview, Florida, ± 1.75 Acres of Contiguous Lands Located in Section 4, Township 3 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.

Chair M. Roy asked for comment from the Board and then the public. Hearing none, he called for action.

Motion by Board member Ellis Conner and seconded by Board member Mario Werth to recommend that the City Council adopt Ordinance 1866.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar. All ayes. Motion carried.

2. Ordinance 1867 - Hwy 85 & Garden St. Comprehensive Plan Amendment

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1867, Highway 85, and Garden Street Comprehensive Plan Amendment.

Senior Planner N. Schwendt stated the purpose is to assign a Future Land Use designation adding the applicant has requested a commercial designation.

Senior Planner Nicholas Schwendt asked the City Clerk to read the ordinance.

City Clerk Maryanne Schrader read the Ordinance by title: 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 to Commercial (C) on Approximately 1.75 Acres, More or Less, In Section 4, 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 Codes and Ordinances; and Providing for an Effective Date.

Chair Roy requested any comment from the Board and the public. Hearing none, he called for action.

Motion by Board member Bryan Follmar and seconded by Board member Ellis Conner to recommend the City Council adopt Ordinance 1867.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar. All ayes. Motion carried.

3. Ordinance 1868 - Hwy 85 & Garden St Rezoning

Senior Planner N. Schwendt stated this is the Public hearing and first reading of Ordinance 1868, Highway 85, and Garden Street Rezoning.

City Attorney Jon Holloway swore in all participants for the quasi-judicial segments of the meeting. He asked for any Board members to divulge whether there were any ex parte communications.

Chair Roy stated he drove by the property.

Senior Planner Nicholas Schwendt asked the City Clerk to enter the staff report into the record: On March 25, 2022, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 1132 & 1134 Highway 85 North and on Garden Street. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed Use. The application requests the Commercial Low-Intensity District (C-1) zoning designation for the property. The request for rezoning will be presented to City Council via Ordinance 1868 on May 9, 2022 for the first reading.

City Clerk Maryanne Schrader read the Ordinance by title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 1.75 Acres, More or Less, of Real Property, Located in Section 4, Township 3 North, Range 23 West, from the Okaloosa County Mixed Use Zoning District to the Commercial Low-Intensity District (C-1) Zoning District; 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.

Chair Roy asked for comment from the Board and the public. Hearing none, he called for action.

Motion by Board member Ellis Conner and seconded by Board member Mario Werth to recommend moving Ordinance 1868 forward to the City Council for consideration.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar. All ayes. Motion carried.

4. Ordinance 1869 - W James Lee Comprehensive Plan Amendment

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1869 - W. James Lee Comprehensive Plan amendment. An application requesting change in the commercial use was received on April 4, 2022. The property is surrounded by a mixed-use designation to the north and C-2 to the south. The applicant wants to bring the lot lines in for consistency for future development.

Senior Planner Nicholas Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by title: 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 Mixed Use (Mu) to Commercial (C) on Approximately 0.12 Acres, More or Less, In Section 18, 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 Codes and Ordinances; and Providing for an Effective Date.

Chair Roy asked if there was comment from the Board, and Board member Ellis Conner asked if Carr Drive would be affected. In response, Senior Planner Nicholas Schwendt replied that it will not directly impact the property.

Discussion ensued regarding the property line in conjunction to Carr Drive.

Motion by Board member Ellis Conner and seconded by Board member Bryan Follmar to recommend the City Council adopt Ordinance 1869.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar. All ayes. Motion carried.

5. Ordinance 1870 - W James Lee Rezoning

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1870 - W. James Lee Rezoning. He asked that the staff report be included in the record: On April 4, 2022, staff received an application to amend the comprehensive plan and zoning designations for property located on Carr Drive. The subject property is currently located within the city limits of Crestview with zoning designations of Mixed Use (MU) and Commercial Low-Intensity District (C-1). The application requests the Commercial High-Intensity District (C-2) zoning designation for the property. The request for rezoning will be presented to City Council via Ordinance 1870 on May 9, 2022 for the first reading. The subject property is vacant and official mailings were sent and property was posted.

Senior Planner N. Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 1.59 Acres, More or Less, of Real Property, Located in Section 18, Township 3 North, Range 23 West, from the Commercial Low-Intensity District (C-1) and Mixed Use (Mu) Zoning District to the Commercial High-Intensity District (C-2) Zoning District; 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.

Chair Roy asked for comment from the Board.

Board member M. Werth voiced concern there is no direct access from Highway 90, so Carr Drive would need to be used, however, Senior Planner N. Schwendt replied that Tractor Supply owns both properties.

Board Member M Gilbert stated he has driven by the property.

Chair Roy asked for comment from the public and in hearing none, called for action.

Motion by Board member Ellis Conner and seconded by Board member Bryan Follmar to recommend the City Council adopt Ordinance 1870.

Roll Call: Ellis Conner, Michael Gilbert, Mario Werth, Bryan Follmar. Motion carried.

6. Ordinance 1871 - Antioch Road Annexation

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1871 - Antioch Road annexation. The property is in unincorporated Okaloosa County. He went over the location stating the property is comprised of two lots. He mentioned courtesy notices were mailed to property owners, a letter was sent via certified mail to the Okaloosa Board of County Commissioners, postings and advertisement were processed in accordance with statute.

Senior Planner N. Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by title: An Ordinance Annexing to the City of Crestview, Florida, ± 12.48 Acres of Contiguous Lands Located in Section 26, Township 3 North, Range 24 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.

Chair Roy asked for Board comment and public. Hearing none, he called for action.

Motion by Board member Ellis Conner and seconded by Board member Michael Gilbert to recommend the City Council adopt Ordinance 1871.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar. All ayes. Motion carried.

7. Ordinance 1872 - Antioch Road Comprehensive Plan Amendment

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1872 - Antioch Road Comprehensive Plan Amendment. He mentioned that staff considered the existing and allowable uses when they reviewed the existing uses. He added Antioch Road is a collector and is suitable for commercial use. He added a large portion to the south is wetlands, adding there are also substantial wooded areas. He stated our Land Development Code allows for buffers for higher intensity development and asked that the staff report be entered into the record: On April 12, 2022, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 4928 Antioch Road. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Commercial (C) future land use designation for the property. The request for a comprehensive plan amendment will be presented to City Council via Ordinance 1872 on May 9, 2022 for the first reading.

Senior Planner N. Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by title: 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 Low Density Residential to Commercial (C) on Approximately 12.48 Acres, More Or Less, In Section 26, Township 3 North, Range 24 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.

Chair M. Roy asked for comment from the Board.

Board Member E. Connor asked about the traffic impact, and Senior Planner N. Schwendt said they are aware of the higher traffic count. Public Services will do an analysis to see if there will be a need for mitigation. City Attorney J. Holloway added a development order will allow for the traffic study.

Board Member M. Werth noted there is only one access point for the two lots, and Senior Planner N. Schwendt replied we would require that the lots would need to be combined.

In response to Board Member M. Gilbert, on whether the road was going to go to 4-lane, Senior Planner N. Schwendt replied that the County does have it on their plan. City Attorney J. Holloway added the road will continue to remain a collector road.

Chair M. Roy asked for comment from the public.

Chris Linnan came forward and stated he does not want the property to be developed.

Erika Linnan voiced concern about the noise level and mentioned the wetland concerns, as the problem has affected her property. In response to a question from Board member M. Gilbert, she replied that her property is closer to Highway 90.

In response, Senior Planner N. Schwendt advised we have provisions in our code regarding wetlands stating the city requires a 25-foot buffer.

In response to Board member M. Gilbert on whether the property along the strip of the property is residential and whether it has a hard line, City Attorney J. Holloway responded that the compatibility is there, and as the area grows there is transitional zoning.

Senior Planner N. Schwendt said there is attractive land about 1,000 feet from the strip of property which allows for a lower intensity commercial. The property is zoned Okaloosa County mixed use, which will allow for commercial use.

However, Board member M. Gilbert stated the property may be sold.

Jason Miller, representing the applicant, stated his client intends to bring a Family Fun Center to the 12.5-acre property. The residential building will be gutted and turned into an arcade.

Motion by Board member Mario Werth and seconded by Board member Bryan Follmar to recommend the City Council adopt Ordinance 1872.

Roll Call: Michael Roy, Mario Werth, Bryan Follmar – Ayes; and Ellis Conner and Michael Gilbert - Nay. Ayes: 3, Nays: 2. Motion carried.

8. Ordinance 1873 - Antioch Road Rezoning

Senior Planner N. Schwendt stated this is the first reading and public hearing of Ordinance 1873 - Antioch Road Rezoning. He asked that the staff report be entered into the record: On April 12, 2022, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 4928 Antioch Road. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Low Density Residential and Residential-1, respectively. The application requests the Commercial Low-Intensity District (C-1) zoning designation for the property. The request for rezoning will be presented to City Council via Ordinance 1873 on May 9, 2022 for the first reading.

Senior Planner N. Schwendt asked the City Clerk to read the ordinance. City Clerk Maryanne Schrader read the Ordinance by title: An Ordinance of the City of Crestview, Florida, Providing for the Rezoning of 12.48 Acres, More or Less, of Real Property, Located In Section 26, Township 3 North, Range 24 West, From the Okaloosa County Residential-1 Zoning District to the Commercial Low-Intensity District (C-1) Zoning District; 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.

Chair Roy asked for comment from the Board.

In response to Board member B. Follmar on whether the agreement would come back to the Board, Senior Planner N. Schwendt said it would come before the Board at the discretion of the Director, as the director determines whether the development agreement should come to the Planning Board.

Chair M. Roy called for public comment.

Erika Linnan was sworn in by City Attorney Jon Holloway for the quasi-judicial segments of the meeting as he explained this part of the testimony is to provide facts. Ms. Linnan asked for clarification on whether the agreement will come back to the Board, but City Attorney J. Holloway responded that this is an input session that is

dictated by Statute with set rules and requirements.

City Attorney J. Holloway explained that the motion could be approved to add - at the director's discretion, the agreement could be brought back before the Board, in response to Board member M. Werth.

Motion by Board member Mario Werth and seconded by Board member Bryan Follmar to recommend the City Council adopt Ordinance 1873 with the stipulation that when a development order comes in, the agreement will come back to the Board for consideration.

Roll Call: Michael Roy, Mario Werth, Bryan Follmar - Ayes: 3; Ellis Conner, Michael Gilbert – Nays: 2. Motion carried.

7 Ordinances – No additional

8 Final Plats and PUDS – Nothing brought forward.

9 Special Exceptions, Variances, Vacations and Appeals

10 Action Items

1. Affordable Housing RFP Nomination

Senior Planner N. Schwendt explained the city has a goal to elevate the housing situation. He explained the city owns 1.1 acres between west Field and west Bowers Avenue and desires to develop the property for affordable housing. The plan is for the committee to review submittals looking at the concept, design, and qualifications of the management. The Bid opening is set for June 1, and the committee consisting of one member of Council, two city staff, a citizen and a Planning Board member, will meet June 8th to review any submittals.

Chair Roy asked for a nomination.

Board member Michael Gilbert volunteered to sit on the Bid Selection Committee and there was a consensus of the Board to nominate Mr. Gilbert.

2. Conceptual Plat - Lantern Ridge Subdivision - Unit Three

Senior Planner N. Schwendt stated the conceptual plat shows 23 platted lots proposed on an approximately a 14-acre parcel. Upon review of the latest civil plans and the conceptual plat, staff has determined that all major technical comments have been addressed and that the general layout of this subdivision will remain unchanged following any additional technical comments that are made. He added that a traffic impact analysis has been received by Public Services, and upon their determination, a Memorandum of Understanding may be drafted that would require traffic improvements, if deemed necessary.

Chair asked for comment from the Board.

Board member M. Werth said he lives in unit 2 of the area and asked whether he needed to abstain, but City replied said he could not abstain because he does not receive financial benefit.

Motion by Board member Bryan Follmar and seconded by Board member Ellis Conner to approve to send the conceptual plat for Lantern Ridge Subdivision to Council for consideration.

Roll Call: Ellis Conner, Michael Gilbert, Michael Roy, Mario Werth, Bryan Follmar.
All ayes. Motion carried.

11 Comments from the Audience

12 Adjournment

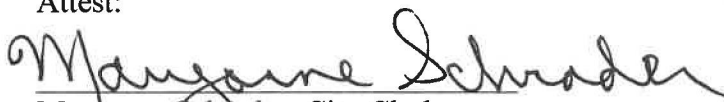
Chair M. Roy adjourned the meeting at 7:08 p.m.

Approved on the 6th day of June 2022.


Michael Roy, Chair



Attest:


Maryanne Schrader, City Clerk
Proper notice having been duly given