



CITY OF
CRESTVIEW
PLANNING AND DEVELOPMENT BOARD

**PLANNING AND DEVELOPMENT BOARD
SPECIAL MEETING AGENDA
April 17, 2023
6:00 P.M.
CITY COUNCIL CHAMBERS**

The Public is invited to view our meetings on the City of Crestview Live stream at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page. You may submit questions on any agenda item in advance (by 3:00 p.m. the day of the meeting) to cityclerk@cityofcrestview.org.

- 1 Call to Order**
- 2 Pledge of Allegiance**
- 3 Approve Agenda**
- 4 Public Opportunity to speak on Agenda items**
- 5 City Manager Comments**
 5. 1. Planning and Development Board
- 6 Ordinance on 1st reading/ Public Hearing**
 6. 1. Ordinance 1930 - Ground Mounted Solar Panels
- 7 Comments from the Audience**
- 8 Adjournment**

All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission 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 requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities needing special accommodations, please contact Maryanne Schrader, City Clerk at cityclerk@cityofcrestview.org or 850-628-1560 option 2 within 48 hours of the scheduled meeting.



Staff Report

PLANNING AND DEVELOPMENT
BOARD MEETING DATE: April 17, 2023
TYPE OF AGENDA ITEM: Presentation

TO: Planning and Development Board
CC: City Manager and City Attorney
FROM: Community Development Services
DATE: 4/11/2023
SUBJECT: 1. Planning and Development Board

BACKGROUND:

The City Council has asked the City Manager to brief the Planning & Development Board on current projects, the ongoing strategic plan update and the overall annexation and growth strategies as directed by the City Council.

DISCUSSION:

The City Manager will review various projects and strategies currently in place. The brief will include an overview of wastewater projects, traffic projects, and partnerships with Okaloosa County. Following the brief, the City Manager and City Attorney will review the duties and responsibilities of the Planning and Development Board as provided in state statute, the Code of Ordinances, and the Land Development Code.

GOALS & OBJECTIVES

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

Foundational- these are the 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

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these 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

Mobility- Provide safe, efficient and accessible means for mobility

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

N/A

RECOMMENDED ACTION

No action necessary.

Attachments

None



Staff Report

PLANNING AND DEVELOPMENT

BOARD MEETING DATE: April 17, 2023

TYPE OF AGENDA ITEM: PDB 1st Reading

TO: Planning and Development Board
CC: City Manager and City Attorney
FROM: Community Development Services
DATE: 4/13/2023
SUBJECT: 1. Ordinance 1930 - Ground Mounted Solar Panels

BACKGROUND:

Typically, solar panels are seen attached to the roofs of houses but as time goes on, more and more individuals are also opting for solar panels attached to structures mounted in the ground. Ground mounted solar systems provide for easier installation and maintenance as well as less potential impact and damage to existing roof structures.

The Land Development Code does not currently contain requirements or restrictions explicitly pertaining to ground-mounted solar panel systems. The City Council directed staff to research and prepare an ordinance providing standards to regulate ground mounted solar systems.

DISCUSSION:

As a starting point, Community Development Services staff reviewed proposed code in other municipalities regarding the same topic. Following further discussion and direction from council, staff then revised the standards to more closely match our existing accessory building requirements. Staff also discussed the standards with building officials from other surrounding jurisdictions to ensure there were no safety concerns pertaining to ground-mounted solar that would require fencing provisions to be included in the code. There were no such concerns.

The proposed additions to the Land Development Code can be found in the attached ordinance.

This board previously did not recommend approval of this ordinance, recommending instead that staff conduct further research based on the Board's discussion and bring it back to the Board for review. The main concerns addressed by the board included the maintenance of overgrowth under solar ground mounted solar systems, which is primarily covered in our property maintenance code, Chapter 38, as well as concerns about the 15 foot height limit.

Staff has determined that the potential use of solar panels outside of their intended use, and/or the subsequent modification of ground mounted solar arrays would be an issue of monitoring and enforcement of the code requirements; and that the proposed height maximum is not dissimilar to other types of accessory structures such as sheds, porches and carports with pitched roofs, and allows a mounting height comparable to if solar panels were to be placed on an existing shed, porch or pergola. The standards for ground mounted solar are more restrictive than carports, and would prevent the placement of solar panels in areas where carports are typically allowed.

GOALS & OBJECTIVES

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

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

Safety- Ensure the continuous safety of citizens and visitors

FINANCIAL IMPACT

There is no expected financial impact resulting from this ordinance.

RECOMMENDED ACTION

Staff respectfully requests a motion to recommend approval of Ordinance 1930 to the City Council.

Attachments

None

ORDINANCE: 1930

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING SECTION 2.02.00 – DEFINITIONS AND SECTION 7.01.00 – ACCESSORY STRUCTURES, OF THE CITY OF CRESTVIEW LAND DEVELOPMENT CODE TO DEFINE AND PROVIDE STANDARDS FOR GROUND MOUNTED SOLAR ENERGY SYSTEMS; PROVIDING FOR AUTHORITY; 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 The City of Crestview Land Development Code.

SECTION 2 – AMENDING SECTION 2.02.00 – DEFINITIONS, OF THE LAND DEVELOPMENT CODE. Section 2.02.00 of the Land Development Code is hereby amended with the addition of the following definition:

Ground-mounted solar energy system: A solar photovoltaic system mounted on a rack or pole that is ballasted on, or is attached to, the ground.

SECTION 3 - AMENDING SECTION 7.01.00 – ACCESSORY STRUCTURES, OF THE LAND DEVELOPMENT CODE. Section 7.01.00 of the Land Development Code is hereby amended with the addition of Section 7.01.05, as follows:

7.01.05 – Ground Mounted Solar Energy Systems

A. Placement:

1. Lots within recorded subdivisions and un-platted lots with a depth less than 250 feet:
 - a. Systems shall only be permissible in side and rear yards and shall be setback three (3) feet from side and rear property lines.
 - b. Systems located closer than five (5) feet to the principal structure shall meet the same minimum setbacks required for the principal structure.
2. Lots with a depth of 250 feet or greater:
 - a. Systems placed in side and rear yards shall be setback three (3) feet from side and rear property lines.
 - b. Systems placed in any primary or secondary front yard shall not be placed within any required front setback.
 - c. Systems located closer than five (5) feet to the principal structure shall meet the same minimum setbacks required for the principal structure.
3. Systems shall not be located within any required buffer area, required landscape area, required parking lot landscaping, required parking spaces, stormwater management area, wetland buffer, driveway, or easement.
4. If located in a floodplain project must comply with LDC Section 5.05.00.

- B. Height standards. The maximum height of a ground-mounted solar energy system shall not exceed fifteen (15) feet as measured from the natural grade at the base of the structure to the highest point of the array or solar structure.

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 - SCIVENER'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 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. 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 _____, 2023.

Approved by me this ____ day of _____, 2023.

J. B. Whitten
Mayor

ATTEST:

Maryanne Schrader
City Clerk