PLANNING AND DEVELOPMENT BOARD
REGULAR MEETING MINUTES
May 1, 2023
6:00 P.M.
COUNCIL CHAMBERS

1 Call to Order

Chair M. Roy called the Regular Meeting of the Crestview Planning and Development Board to order at 6:00 pm members present: Mr. Follmar, Mr. Hayes, Mr. Gilbert, Mr. Medlock and Mr. Frost. Also present were Deputy City Clerk Natasha Peacock, City Attorney Jonathan Holloway, and staff members. Co-chair Mr. Werth was excused from this meeting.

2 Pledge of Allegiance

The Pledge of Allegiance was led by Chair M. Roy.

3 Approve Agenda

Chair Mr. Roy called for action on approving the Agenda.

A motion made by: Mr. Hayes. Seconded by Mr. Frost
Roll Call: Ayes: Mr. Hayes, Mr. Frost, Mr. Roy, Mr. Gilbert, Mr. Follmar. Nays: none, motion passed.

4 Public Opportunity to speak on Agenda items

5 Consent Agenda

Chair M. Roy called for action to approve the Consent Agenda.

A motion made by: Mr. Follmar. Seconded by Mr. Hayes.
Roll Call: Ayes: Mr. Follmar, Mr. Hayes, Mr. Roy, Mr. Gilbert, Mr. Frost. Nays: none, motion passed.

5. 1. Approval of the Special Meeting Minutes of April 17, 2023

5. 2. Re-Appointment of Board Members and Appointment of Alternates

5. 3. Approval of the Regular Meeting Minutes of April 3, 2023

6 Ordinance on 1st reading/ Public Hearing

7 Ordinances

8 Final Plats and PUDS

9 Special Exceptions, Variances, Vacations and Appeals

10 Action Items

10. 1. Legacy Place Subdivision Preliminary Plat

Planning Administrator N. Schwendt informed the board of the action for the Legacy Place subdivision. Mr. Schwendt stated that the initial application for the Legacy Place subdivision was on August 8th, 2020. It has since gone through staff review and all major comments have been addressed. The remaining comments are minor and will not affect the overall layout and scope proposed in the provided conceptual plat documents. This subdivision is proposed just south of Adams Dr., with a connection to an existing cul-de-sac at the end of the Walter Ave right-of-way, as well as a connection to Adams Dr. itself. The subdivision proposes 167 lots, which is within the allowed density provided by the zoning district and future land use designation. A subdivision of similar size, layout, and number of lots, was previously submitted and approved in 2014, but the development order has since expired. The new plans were reviewed to the current Codes in effect and have been found to be substantially in compliance with those requirements, aside from a few minor revisions previously mentioned. He then asked the board for a motion to recommend approval.

Chair M. Roy asked for comment from the Board.
There was a brief discussion.

Chair M. Roy asked for comment from the Public. There were none.

Chair M. Roy called for action.

A motion made by Mr. Hayes. Seconded by Mr. Frost.
Roll Call: Ayes: Mr. Hayes, Mr. Frost, Mr. Roy, Mr. Gilbert, Mr. Follmar. Nays: none, motion carried.

11 Director Report

11. 1. Director Update

Planning Administrator N. Schwendt presented the Board information about upcoming projects concerning a new development applications for Staybridge Suites, a proposed 102-room hotel, located on a 2.37-acre site on John King Road, to the east of the Amvet's Post. The Waters at Crestview Apartments, a proposed 288-unit multifamily development located on a 23.43-acre site on Mirage Avenue, just north of Lowes. He then spoke about a meeting with the planning consultant Kimley-Horn and Associates, regarding the Comprehensive Plan Update, and they will be starting with an analysis of the current plan, followed by data collection and analysis required for them to begin making updates. This analysis and data collection will likely take about 3 months per the tentative schedule they provided. As the City Manager mentioned at our previous meeting, our sewer planning is still underway, and staff anticipates having continued discussions with the County Planning and Engineering staff regarding traffic and roadway planning, and resultant changes to our codes and/or processes. Some of those changes will likely have to make their way through this board.

12 Comments from the Audience

Chair M. Roy asked for comments from the public. There were none.

13 Adjournment

Chair M. Roy adjourned the meeting at 6:09 p.m.

Minutes approved on 5th day of June 2023.

Approved:

Chair M. Roy

Minutes submitted by:

Natasha S. Peacock, Deputy City Clerk

On behalf of M. Schrader, City Clerk

Notices having been duly given