

**Planning and Development Board
Regular Meeting Minutes
August 7, 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 p.m. Members present: Mr. Werth, Mr. Follmar, Mr. Hayes, and Mr. Medlock. Also present were Deputy City Clerk Natasha Peacock, City Attorney Johnathan Holloway, and staff members. Mr. Gilbert was excused.

2 Pledge of Allegiance

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

3 Approve Agenda

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

A motion was made by Mr. Follmar to approve the Agenda. Seconded by Mr. Hayes.
Roll Call: Ayes Mr. Follmar, Mr. Hayes, Mr. Werth, Mr. Roy, Mr. Medlock. 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. Hayes to approve the Consent Agenda. Seconded by Mr. Werth.
Roll Call: Ayes: Mr. Roy, Mr. Hayes, Mr. Werth, Mr. Follmar, Mr. Medlock. Nays: none, motion passed.

5. 1. Approval of the June 5, 2023 PDB Regular Meeting Minutes

6 Ordinance on 1st reading/ Public Hearing

1. Ord. 1938 - Retta Lane Annexation

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1938 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1938 by title: Ordinance: 1938 An Ordinance Annexing to the City of Crestview, Florida, ± 29.77 Acres of Contiguous Lands Located In Section 30, 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 the Public. There were none.
Chair M. Roy called for action.

Motion made by Mr. Werth to approve Ordinance 1938 for City Council approval.
Seconded by Mr. Hayes.

Roll Call: Ayes: Mr. Werth, Mr. Hayes, Mr. Roy, Mr. Medlock, Mr. Follmar. Nays: none, motion passed.

2. Ord. 1941 - Jones Road Annexation

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1941 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1941 by title: Ordinance: 1941 An Ordinance Annexing to the City Of Crestview, Florida, ± 1.84 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 the Public. There were none.
Chair M. Roy called for action.

Motion made by Mr. Follmar to approve Ordinance 1941 for City Council approval.
Seconded by Mr. Werth.

Roll Call: Ayes: Mr. Follmar, Mr. Werth, Mr. Roy, Mr. Hayes, Mr. Medlock. Nays: none, motion passed.

3. Ord. 1942 - Jones Road Comprehensive Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1942 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1942 by title: Ordinance: 1942 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 Mixed Use (MU) On Approximately 1.84 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 M. Roy asked for comment from the Board and the Public.
Chair M. Roy called for action.

Motion made by Mr. Hayes to approve Ordinance 1942 for City Council approval.
Seconded by Mr. Werth.

Roll Call: Ayes: Mr. Hayes, Mr. Werth, Mr. Medlock, Mr. Roy, Mr. Follmar. Nays: none, motion passed.

4. Ord.1943 - Jones Road Rezoning

City Attorney, Mr. Holloway performed administered an oath.

Planning Administrator N. Schwendt stated that on June 23, 2023, staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 114 Jones Road. The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designations of Mixed Use. The application requests the Mixed-Use zoning designation for the property. The subject property is currently developed for commercial use and a development application has not been submitted. Based on the requested land-use and zoning designations, the property use will continue as a business. Staff reviewed the request for rezoning and finds the following: the proposed zoning is consistent with the proposed future land use designation, the uses within the requested zoning district are compatible with uses in the adjacent zoning districts, the requested use is not substantially more or less intense than allowable development on adjacent parcels.

Mr. Schwendt then asked the clerk to read Ordinance 1943 by title.

Deputy City Clerk N. Peacock read Ordinance 1943 by title: Ordinance: 1943 An Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 1.84 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 Mixed Use (MU) 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 aand Ordinances; aand Providing for an Effective Date.

Chair M. Roy asked for comment from the Board and the Public. There were none.
Chair M. Roy called for action.

Motion made by Mr. Follmar to approve Ordinance 1943 for City Council approval.
Seconded by Mr. Hayes.

Roll Call: Ayes: Mr. Follmar, Mr. Hayes, Mr. Medlock, Mr. Werth, Mr. Roy. Nays: none, motion passed.

5. Ord. 1944- Antioch Road Annexation

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1944 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1944 by title: Ordinance: 1944 An Ordinance Annexing to the City of Crestview, Florida, ± 5.30 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 M. Roy **asked for comment from the Board and the Public.** There were none. Chair M. Roy called for action.

Motion made by Mr. Medlock to approve Ordinance 1944 for City Council approval. Seconded by Mr. Follmar.

Roll Call: Ayes: Mr. Medlock, Mr. Follmar, Mr. Roy, Mr. Hayes, Mr. Medlock.

Nays: none, motion passed.

6. Ord. 1945 - Antioch Road Comprehensive Plan Amendment

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1945 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1945 by title: Ordinance: 1945 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 Mixed Use (MU) on Approximately 5.30 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 and the Public.** There were none. Chair M. Roy called for action.

Motion made by Mr. Medlock to approve Ordinance 1945 for City Council approval. Seconded by Mr. Follmar.

Roll Call: Ayes: Mr. Roy, Mr. Medlock, Mr. Follmar, Mr. Hayes, Mr. Werth. Nays: none, motion passed.

7. Ord. 1946 - Antioch Road Rezoning

Planning Administrator N. Schwendt stated that on July 13, 2023 staff received an

application to annex and to amend the comprehensive plan and zoning designations for property located at Antioch Road and GMC Lane. 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 Single and Multi-Family Density Dwelling District (R-3) zoning designation for the property. The subject property is currently vacant, and a development application has not been submitted. Based on the requested land-use and zoning designations, the property use can be developed for residential use. Staff reviewed the request for rezoning and finds the following: the proposed zoning is consistent with the proposed future land use designation, the uses within the requested zoning district are compatible with uses in the adjacent zoning districts, the requested use is not substantially more or less intense than allowable development on adjacent parcels. Mr. Schwendt then asked the clerk to read Ordinance 1946 by title.

Deputy City Clerk N. Peacock read Ordinance 1946 by title: Ordinance: Ordinance: 1946 an Ordinance of the City of Crestview, Florida, Providing For the Rezoning of 5.30 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 Single and Multifamily Density Dwelling District (R-3) 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 M. Roy asked for comment from the Board and the Public. There were none. Chair M. Roy called for action.

Motion made by Mr. Hayes to approve Ordinance 1946 for City Council approval. Seconded by Mr. Follmar.

Roll Call: Ayes: Mr. Roy, Mr. Hayes, Mr. Follmar, Mr. Werth, Mr. Medlock. Nays: none, motion passed.

8. Ord. 1947 - Price-Gregory Vacation

Planning Administrator N. Schwendt reviewed the necessary information concerning the property and presented Ordinance 1947 to the Planning Board.

Deputy City Clerk N. Peacock read Ordinance 1947 by title: Ordinance: 1947 An Ordinance of the City of Crestview, Florida, Vacating and Abandoning A Portion of Price-Gregory Way, Located In Section 29, Township 3 North, Range 23 West, More Specifically Described Herein; Providing For Update of the Crestview Base, Zoning and Land Use Maps; Providing For Repeal of Conflicting Ordinances; Providing For Filing of This Ordinance With the Clerk of Circuit Court of Okaloosa County; Providing For Severability; and Providing For An Effective Date.

Chair M. Roy asked for comment from the Board and the Public. There were none. Chair M. Roy called for action.

Motion made by Mr. Hayes to approve Ordinance 1947 for City Council approval.

Seconded by Mr. Werth.

Roll Call: Ayes Mr. Roy, Mr. Hayes, Mr. Werth, Mr. Follmar, Mr. Medlock. Nays: none, motion passed.

9. Ord. 1948 - Comprehensive Plan Amendment - Commercial Density

Planning Administrator N. Schwendt stated the first step of the Comprehensive Plan update process has been the Current Plan Analysis. Staff have been conducting at least monthly meetings to coordinate this process since it began. The first step of the Comprehensive Plan update process has been the Current Plan Analysis. Staff have been conducting at least monthly meetings to coordinate this process since it began. He also noted that while working on the current plan analysis, and in more detailed discussions with our consultant, it was noted that the Future Land Use element did not explicitly state a maximum density for apartments in the Commercial Future Land Use category, but rather referenced the Land Development Code directly. The consultant and staff concluded that, to be clear and to have clear consistency between the Comprehensive Plan provision and the Land Development Code, that the maximum density allowance be explicitly added to the Commercial category in the Future Land Use Element of our Comprehensive Plan. Mr. Schwendt then asked the clerk to read Ordinance 1948 by title.

Deputy City Clerk N. Peacock read Ordinance 1948 by title: Ordinance: 1948 An Ordinance Providing For a Comprehensive Plan Amendment; Amending Chapter 7, Policy 7.A.3.4, Subsection 3, Regarding Density In the Commercial Future Land Use Category; Providing For Authority; 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 the Public. There were none. Chair M. Roy called for action.

Motion made by Mr. Follmar to approve Ordinance 1948 for City Council approval. Seconded by Mr. Hayes.

Roll Call: Ayes: Mr. Roy, Mr. Follmar, Mr. Hayes, Mr. Werth, Mr. Medlock. Nays: none, motion passed.

7 Ordinances

8 Final Plats and PUDS

9 Special Exceptions, Variances, Vacations and Appeals

10 Action Items

11 Director Report

11. 1. Director Update

Planning Administrator N. Schwendt update the board with the following information: development orders issued for - The Retreat at Redstone - 158 apartment units on approximately 20 acres on Redstone Avenue, The Waters at Crestview Apartments - 288 apartment units on approximately 23 acres on Mirage Avenue, north of Lowes, White Wolf Run - 332 lot subdivision on approximately 115 acres on Jones Road, behind Crestview High School, Cherry Brook Subdivision - 110 lot subdivision located on Garrett Pit Road, south of Antioch Elementary School. New development Applications for: Charleston Place Apartments - 279 apartment units on approximately 14.47 acres on Richbourg Lane, north of the Movie Theater, Adams Sanitation - Solid Waste Office and Truck Yard on an approximately 2-acre site at the intersection of W Edney Avenue and Arena Road, Jones Valley Subdivision - 66 lot subdivision development on approximately 19 acres on Valley Road and Patriot Park - 94 townhouse units located on approximately 5.45 acres on E North Ave.

Lastly Mr. Schwendt informed the board members that the Comprehensive Plan Consultant, Kimley-Horn, and Associates, is finishing the analysis of our current plan, and is soon to begin the Data Inventory and Analysis (DIA). At the Planning and Development Board meeting in October, the consultant will conduct a public workshop with the board to review the DIA and the matrix prepared because of the current plan analysis.

12 **Comments from the Audience**

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

13 **Adjournment**

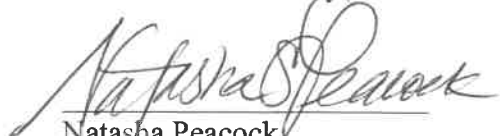
Chair M. Roy adjourned the meeting at 6:30 p.m.

Minutes approved on 2nd day of October 2023.

Approved:


Chair M. Roy

Minutes submitted by:


Natasha Peacock
On behalf of Maryanne Schrader, City Clerk
Notice having been duly given